



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive
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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Democratic Services
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7 July 2025

To: MEMBERS OF THE HOUSING AND PLANNING SCRUTINY SELECT COMMITTEE
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Housing and Planning Scrutiny Select Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Tuesday, 15th July, 2025 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

DAMIAN ROBERTS

Chief Executive

A G E N D A

1. Guidance for the Conduct of Meetings

7 - 10

PART 1 - PUBLIC

2. Apologies for absence
3. Notification of Substitute Members 11 - 12
4. Declarations of interest 13 - 14

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct-for-members).

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting.

5. Minutes 15 - 20

To confirm as a correct record the Notes of the meeting of the Housing and Planning Scrutiny Select Committee held on 20 May 2025

6. Kent Downs National Landscape - Outside Body Update Verbal Report

Representatives from the Kent Downs National Landscape to provide a presentation with an update about the organisation.

Matters for Recommendation to the Cabinet

7. Proposal for Monthly Member Briefing Sessions on Pre-application Development Proposals 21 - 32

This report sets out a proposal to establish regular, officer-chaired briefing sessions for Members, to provide early visibility of major development proposals progressing through the pre-application process. The aim is to enhance Member engagement, while maintaining the confidentiality and integrity of the planning process.

8. Heritage Information and Advice to Support the Local Plan including Information in relation to Conservation Areas 33 - 106

This report sets out the approach the Council should take in relation to obtaining heritage information and evidence to support the emerging Local Plan, including progressing work on Conservation Area statements and Appraisals. In doing so, the report also considers advice from the Heritage Strategy that was produced in 2024 to support the emerging Local Plan.

9. Development of a Homelessness and Rough Sleeping Strategy 107 - 112

This report sets out the proposal to develop a new standalone Homelessness and Rough Sleeping Strategy for the Council and seeks endorsement of the approach that will be taken to achieve this.

10. Sports Facilities Evidence 113 - 448

This report outlines the Council's emerging approach to maintaining and enhancing sports facilities in the borough through the adoption of the Indoor Sports Facilities Strategy [Annex 1] and the Playing Pitches and Outdoor Sports Facilities Strategy [Annex 2].

11. Planning Technical Consultation Responses 449 - 482

This report provides Members with an update on technical consultations that have been published by the Ministry of Housing, Communities and Local Government (MHCLG). These relate to improving transparency and monitoring of building out of schemes and to proposed reforms to Planning committees including their size and which types of application can be considered by those committees.

Matters submitted for Information

12. Procedure on Amendments to Planning including Reserved Matters Applications - Update 483 - 486

The procedure for making amendments was formally implemented following Cabinet approval on 7 January 2025. As part of this process, it was agreed that an update report would be brought to the Housing and Planning Scrutiny Select Committee after six months to provide an overview of progress and any emerging issues.

13. Offences under the Tree Preservation Legislation 487 - 522

This report provides an overview of offences under tree preservation legislation, including the classification of such offences, distinguishing between summary offences and those triable either way and the potential penalties arising from non-compliance. Additionally, the report includes information on the Felling Licence regime administered by the Forestry Commission, as well as the role of Kent Police's Wildlife Crime Unit in enforcing relevant legislation.

14. Work Programme 2025/26 523 - 526

The Work Programme setting out matters to be scrutinised during 2025/26 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

15. Urgent Items 527 - 528

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive

Matters for consideration in Private

16. Exclusion of Press and Public 529 - 530

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

PART 2 - PRIVATE

17. Urgent Items 531 - 532

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

MEMBERSHIP

Cllr D W King (Chair)
Cllr Mrs S Bell (Vice-Chair)

Cllr G C Bridge
Cllr R W Dalton
Cllr D A S Davis
Cllr P M Hickmott
Cllr M A J Hood
Cllr R W G Oliver

Cllr W E Palmer
Cllr R V Roud
Cllr K B Tanner
Cllr D Thornewell
Cllr C J Williams