

Delegated Report

Householder Planning Application

Planning Application No: 20250998

Location: Three Bears Cottage 4 Sunny Side Wrotham Road Meopham

Description: Insertion of window to side elevation.

Applicant: Mrs Milan Dhesi

Site Visit Date: 22.10.2025

Submitted Documents/Plans

- Application form;
- Drawing no. MB/01 – Existing Ground Floor Plan;
- Drawing no. MB/02 – Existing Side Elevation Facing Kingsway House;
- Drawing no. MB/03 – Proposed Ground Floor Plan;
- Drawing no. MB/04 – Proposed Side Elevation Facing Kingsway House;
- Drawing no. MB/05 – Site Location Plan; and
- Drawing no. MB/06 – Existing & Proposed Site Block Plans.

Relevant Planning History

None.

Development Plan

Gravesham Local Plan Core Strategy (2014)

- CS01 – Sustainable Development
- CS02 – Scale & Distribution of Development
- CS18 – Climate Change
- CS19 – Development & Design Principles
- CS20 – Heritage and the Historic Environment

Gravesham Local Plan: First Review (1994)

- P3 – Vehicle Parking Standards
- TC3 – Development Affecting Conservation Areas

Paragraph 34 of the NPPF (2024) sets out that policies within adopted local plans should be reviewed to assess whether they need updating at least once every five years, and should then be updated as necessary. Such reviews are also a legal requirement as set out in Regulation 10A of the Town and Country Planning (Local Planning) England Regulations 2012.

The Council undertook such a review in September 2019 and found that the adopted Local Plan Core Strategy is in need of a partial review in terms of Policy CS02, due to the increased need for housing since the Local Plan Core Strategy was adopted and the need to ensure that a sufficient land supply exists to meet this need. Whilst saved policies from the Local Plan 1st Review (1994) generally conform with the NPPF (2024), the Council will also seek to replace these.

Other material considerations

Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended which states that, with respect to buildings or other land in a conservation area, special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area.

National Planning Policy Framework (2021)

- Section 2 – Achieving Sustainable Development
- Section 12 – Achieving sustainable development and well-designed places
- Section 16 Conserving and enhancing the historic environment

Supplementary Planning Guidance

- Meopham Green Conservation Area Appraisal (2017)
- Management Plan Rural Conservation Area Appraisals (2016)
- Conservation Areas Maintenance/Replacement Windows and Doors Guidance Supplementary Planning Document (2020)

Consultations, Publicity and Representations

Consultees

No response from:

- GBC Conservation Officer
- Meopham Parish Council

Neighbouring properties

2 surrounding properties were consulted plus site notice – overall consultation expiry date was 14.11.2025 – no responses received.

Officer's Analysis

The application site is a semi-detached dwelling situated on the north-western side of Wrotham Road. The site is located in the Meopham Green Conservation Area.

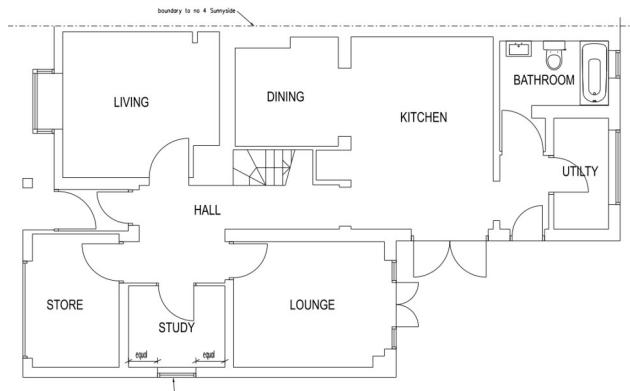
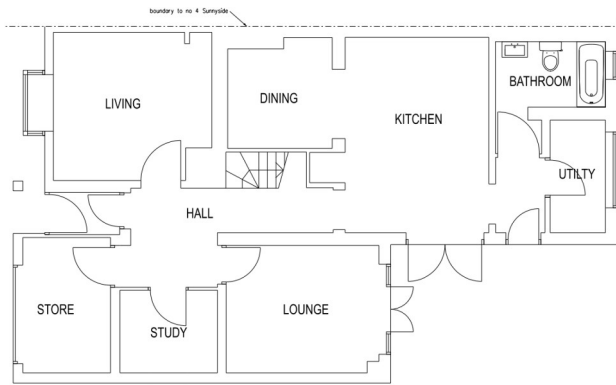
The proposal is for the insertion of a window to the side elevation of the dwelling. It would be in the northern side elevation of the dwelling at ground floor level towards the front of the house and would serve a study. It would be 900mm wide x 1050mm high double glazed white uPVC window with the opening top light to be 1.7m above finished floor level.

For ease of reference the existing and proposed elevations and plans are as follows:

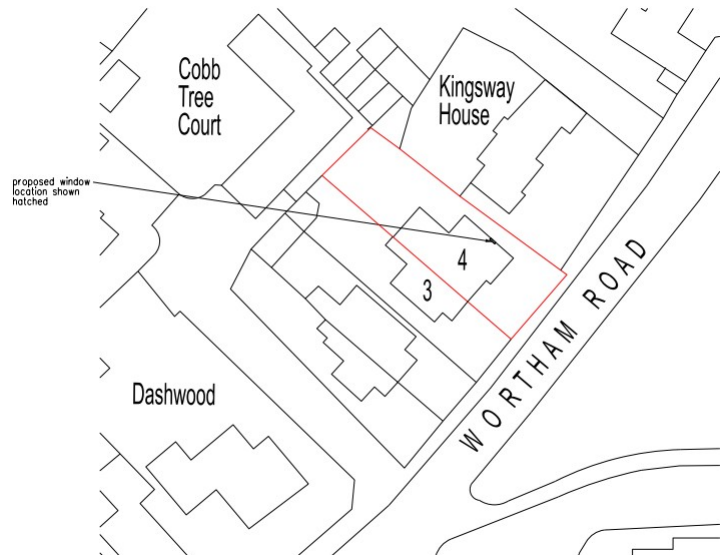
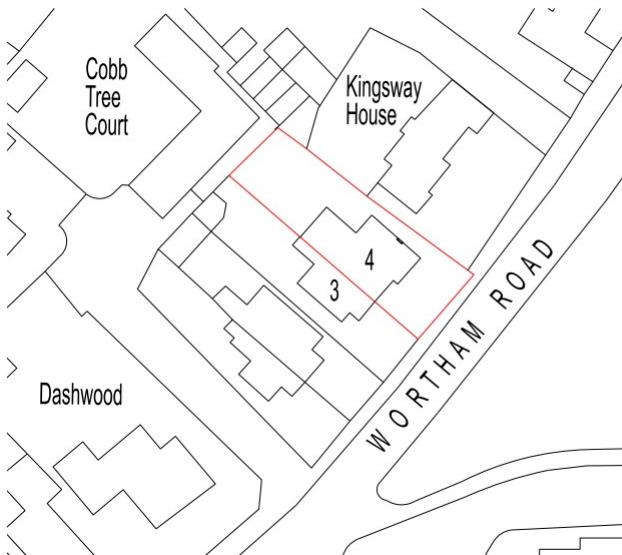
Existing & Proposed Elevations



Existing & Proposed Floor Plans



Existing & Proposed Block Plans



The principle considerations in the assessment of the application are:

- Design, Character and Appearance including Heritage
- Neighbouring Amenity

Design, Character and Appearance including Heritage

The application dwelling appears early twentieth century in date and sits at the northern entrance to the Meopham Green Conservation Area. With the presence of the side gate and the trees and soft landscaping to the side of the dwelling, there are very limited views of the side elevation of the dwelling at ground floor level. Only the top of the window would therefore be visible from Wrotham Road and the fact it would be plastic is acceptable given that it would be in the side elevation of the property. Overall the proposed window is considered acceptable in design terms would preserve the character and appearance of the Meopham Green Conservation Area. In respect of design, character and appearance including Heritage the proposal is compliant with Policies CS19 & CS20 (LPCS) and saved Policy TC3 (LPFR).

Neighbouring Amenity

Due to the window being at ground floor level and there being a 2m high boundary fence between the application property and the neighbouring property Kingsway House and the fact Kingsway House is set

back from where the window is to be installed, the proposed window would not cause any overlooking to Kingsway House. No neighbour representations have been received. As such in respect of neighbouring property the proposal is considered compliant with Policy CS19 (LPCS).

Any Other Material Planning Considerations

None.

Conclusion

The proposal is acceptable in respect of design, character and appearance and would preserve the character and appearance of the Meopham Green Conservation Area; it would also protect neighbouring amenity. As such the proposal is compliant with local and national planning policy.

Recommendation

Permission

(For detailed conditions and informatives, see draft Decision)

Case Officer:	Ms Rebecca Harrison	Team Leader:	Mrs Faye Walsh
Signed:	<i>Rebecca Harrison</i>	Signed:	<i>F Walsh</i>
Dated:	1 December 2025	Dated:	01 December 2025