



Town Council Offices  
Maison Dieu House  
Biggin Street  
Dover  
CT16 1DW

DATE OF ISSUE:  
15<sup>th</sup> November 2023

## DOVER TOWN COUNCIL

Dear Councillor,

NOTICE IS HEREBY GIVEN THAT a meeting of the PLANNING COMMITTEE will be held at the Town Council Offices on Monday, 20<sup>th</sup> November at 6 p.m. when the business shown on the agenda below will be transacted.

Any member of the public who requires further information or has any special requirements in respect of this meeting, please contact the Town Clerk on 01304 242 625.

Allison Burton  
TOWN CLERK

### AGENDA

#### 1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

*(Prior to a meeting, Councillors' apologies with a reason for absence from that meeting should be submitted to the clerk.)*

#### 2. DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary and/or other interests as required by law.

*(Guidance for Councillors concerning disclosable pecuniary and/or other interests is attached for your information on pages 1-2.)*

#### 3. MINUTES

To Consider the Minutes of the meeting of the Planning Committee held on the 23<sup>rd</sup> October 2023 (Copy attached). (Pages 3 to 6)

#### 4. COMMITTEE BUDGET

To note the budget out-turn against the Committee's 2023/24 budget (page 7).

To note the 2024/25 budget process is underway. Members wishing to make representations should contact the Chair of the Committee. The Town Council budget will be resolved at the Full Town Council meeting on Wednesday 17th January 2024

#### 5. DETERMINED PLANNING CONSENTS

To note the decisions of Dover District Council on the following planning applications:

<u>Application No:</u>	<u>Address</u>	<u>Decision</u>	<u>Town Council Decision</u>
23/01008	13 Sheridan Road, Dover, CT16 2BZ	Granted	Support
23/00628	Land on North side of Masons Road, Dover, CT17 0EZ	Granted	Support
23/01136	St James, Unit 10, St James Street, Dover, CT16 1QD	Granted	Support
23/01195	Whitehall Cottage, Coombe Valley, Road, Dover, CT17 0HZ	Granted	Support

#### 6. APPLICATIONS FOR PLANNING CONSENT

To consider the following applications for planning consent:

<u>Application No:</u>	<u>Proposal</u>
23/01174	The retention of 3 containers and associated structures for stables, tack and storage (retrospective) The 4 Acres Elms Vale Road Hougham CT15 7AW
23/01238	Erection of single storey rear extension 47 London Road Dover CT17 0SP
23/01241	Roof raised by 150mm and replacement tiles Shatterlocks Infant & Nursery School Heathfield Avenue Dover Kent CT16 2PB
23/01245	Change of use to house in multiple occupation (sui generis) 7 persons 28 Clarendon Road Dover CT17 9QA
23/01260	Erection of MOT testing centre (existing replaced) Garage And Premises Rear Of 1 Old Park Road Dover Kent CT16 2AQ
23/01267	Display of 1 internally illuminated projecting sign, 1 internally illuminated fascia sign, non-illuminated ATM signage and non-illuminated signage 67 Biggin Street Dover CT16 1AU
23/01277	Change of use of 'Dining Room' to a secure training facility (Use Class C2a) with associated internal works Dining Room the Citadel Dover CT17 9DP
23/01287	Erection of two storey side extension to form annexe and first floor side

extension over existing with balcony  
Abbey Manor House Abbey Road Dover CT15 7DQ

7. **LATE PLANNING APPLICATIONS**

To view any planning applications received since the preparation of the agenda.

8. **LICENSING**

To note there are no licensing application to consider at present.

9. **DATE OF NEXT MEETING**

The next meeting will be held on Monday, 8<sup>th</sup> January 2023 at 6 p.m.

**NOTE: A COPY OF THIS DOCUMENT IN LARGER TYPE MAY BE OBTAINED ON REQUEST FROM THE COUNCIL OFFICES, MAISON DIEU HOUSE, BIGGIN STREET, DOVER.**  
**COPIES OF THE DOCUMENTS MENTIONED IN THIS AGENDA ARE AVAILABLE FOR INSPECTION FROM THE TOWN COUNCIL OFFICES, MONDAY TO FRIDAY, 9.30AM - 4.30PM. COPIES MAY BE REQUESTED GIVING 1 WORKING DAY'S NOTICE AND WILL BE CHARGED AT 10P PER COPY.**



### DECLARATIONS OF INTEREST

#### Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration, they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest' explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and subject to any dispensations, withdraw from the meeting. Members should remember that a finding of a breach of the law with regard to DPI's carries a fine of up to £5,000 and a criminal record.

#### Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

#### Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone they should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

#### **Notes:**

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representatives on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer etc would both probably constitute either an OSI or in some cases a DPI.





## DOVER TOWN COUNCIL

Minutes of the meeting of the PLANNING COMMITTEE held at the Council Offices, Maison Dieu House, Biggin Street, Dover, on Monday, 23<sup>rd</sup> October 2023 at 6 p.m.

### PRESENT

Councillor Bedi	Councillor Sawbridge
Councillor Calder (Chair)	Councillor Shread
Councillor Kember	Councillor Verrill
Councillor Lamoon	

Mr G. Margery – The Dover Society

#### 101. APOLOGIES FOR ABSENCE

Apologies received from Councillors Bird, Brivio, Collins, Collor, Cowan, & Jones due to personal commitments and Councillor Bradley due to ill health.

#### 102. DECLARATIONS OF INTEREST

Councillors present made no declarations of disclosable pecuniary and/or other interests as required by law

#### 103. MINUTES

The Committee considered the minutes of the meeting of the Planning Committee held on 25<sup>th</sup> September 2023.

**RESOLVED:** That the minutes of the meeting of the Planning Committee held on 25<sup>th</sup> September 2023 be signed by the Chair.

#### 104. COMMITTEE BUDGET

The Committee noted the latest out-turn against the Committee's 2023/24 budget.

Committee noted the 2024/25 budget process is underway. Members wishing to make representations should contact the Chair of the Committee. The Town Council budget will be resolved at the Full Town Council meeting on Wednesday 17<sup>th</sup> January 2024

Chair

## 105. DETERMINED PLANNING CONSENTS

The Committee noted the decisions of Dover District Council on the following planning applications:

<u>Application No:</u>	<u>Address</u>	<u>Decision</u>	<u>Town Council Decision</u>
23/00879	20 Biggin Street, Dover Kent, CT161BH	Granted	Support
23/00878	116 Maison Dieu Road, Dover, Kent CT16 1RR	Granted	Support
23/00991	1Danes Court, Dover, Kent, CT16 2QE	Granted	Object
23/01088	13 Winant Way, Dover, Kent, CT16 2AX	Granted	Support
23/01074	32 Hobart Crescent, Dover, Kent CT16 2HP	Granted	Support

## 106. APPLICATIONS FOR PLANNING CONSENT

The Committee considered applications for planning consent passed to the Town Council for consultation purposes.

RESOLVED: That the following observations be passed to the Dover District Council in relation to the applications now considered:

<u>Application No:</u>	19/01025
<u>Proposal:</u>	(Re-advertisement - removal of affordable housing, updated contributions, and biodiversity measures) Erection of 32no. dwellings, formation of new vehicle and pedestrian accesses, associated parking and landscaping. Land Adjoining 74 , Stanhope Road Dover CT16 2PR
<u>Comment:</u>	Strongly object to the removal of affordable housing within the development. There is a substantial need for this. According to the officer report, the development falls within the urban area of Dover stating that no affordable housing needs to be provided. The Urban Area is a range of 4.803 hectares within the town starting from the seafront to Whitfield development. The Town Council would like confirmation on how DDC will deliver point 3.3 of their Dover First Homes Position Statement dated November 2021 that 26.9% of all proposed dwellings for the emerging plans should be for affordable housing if most of Dover in within the Urban Area? Bearing in mind that DDC district summary of July 2020 DDC have stated the urban areas of Dover have the highest levels of deprivation in the district. Five (out of the 67) Lower-layer Super Output Areas (LSOAs) in the district are in the top 10% of most deprived areas in England.
<u>Application No:</u>	23/01058
<u>Proposal:</u>	Variation of Condition 2 (approved plans) of listed building consent DOV/23/00250 to allow amendments to include the replacement of the front elevation second floor bay window. 3 Athol Terrace Dover CT16 1LT

Chair

<u>Comment:</u>	No objection
<u>Application No:</u>	23/01169
<u>Proposal:</u>	Replacement balcony, ground floor windows and entrance door to front elevation, including repainting of masonry. Dover Fire Station, Ladywell Dover CT16 1DQ
<u>Comment:</u>	Support
<u>Application No:</u>	23/01171
<u>Proposal:</u>	Erection of a rear extension/pergola (retrospective) 1 Lascelles Road Dover CT17 9JE
<u>Comment:</u>	Object. Council have taken into consideration the size of the rear extension and the objections raised by the neighbouring properties and feel that the structure is causing a noise nuisance. Neighbours should be protected by the Noise Act 1996 and the Anti-social Behaviour Act 2003, which covers loud noises at night by which the low roof of the extension seems to be exacerbating the problem.
<u>Application No:</u>	23/01183
<u>Proposal:</u>	Alterations to railings and gates St Marys Parish Church, Cannon Street Dover CT16 1BY
<u>Comment:</u>	Support
<u>Application No:</u>	23/01186
<u>Proposal:</u>	Proposed installation of 5no. Quick Release moorings and associated engineering works. Admiralty Pier Dover
<u>Comment:</u>	No objection
<u>Application No:</u>	23/01192
<u>Proposal:</u>	Change use of ground floor to 2 flats Buckland Mill, Crabble Hill Dover CT17 0FX
<u>Comment:</u>	Support
<u>Application No:</u>	23/01193
<u>Proposal:</u>	Erection of single storey rear extension 10 Mount Road Dover CT17 9LF
<u>Comment:</u>	Support
<u>Application No:</u>	23/01195
<u>Proposal:</u>	Relocate gates, replacement fence and associated parking Whitehall Cottage Coombe Valley Road Dover CT17 0HZ
<u>Comment:</u>	No objection
<u>Application No:</u>	23/01199
<u>Proposal:</u>	Display of 2 internally illuminated fascia signs Unit 10 (6A) St James, St James Street Dover CT16 1QD
<u>Comment:</u>	Support

## 107. LATE PLANNING APPLICATIONS

No late Planning applications

## 108. LICENSING

No Licencing applications

Chair

109. DATE OF NEXT MEETING

The next meeting will be held on 20<sup>th</sup> November 23 at 6 p.m.

The meeting closed at 6.37 p.m.

Councillor A Calder  
CHAIR

Chair

14/11/2023

## Dover Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 14/11/2023

Month No: 8

## Committee Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>Planning</b>							
201 Planning							
4201 Planning	0	500	500		500	0.0%	
Planning :- Indirect Expenditure	0	500	500	0	500	0.0%	0
Net Expenditure	0	(500)	(500)				
Planning :- Income	0	0	0			0.0%	
Expenditure	0	500	500	0	500	0.0%	
Movement to/(from) Gen Reserve	0						
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	0	500	500	0	500	0.0%	
Net Income over Expenditure	0	(500)	(500)				
Movement to/(from) Gen Reserve	0						

