



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

DATE OF ISSUE:  
20<sup>th</sup> March 2024

## 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, 25<sup>th</sup> March 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 26<sup>th</sup> February 2023 (Copy attached). (Pages 3 to 6)

4. COMMITTEE BUDGET

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

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>
23/01270	130 Markland, Road, Dover, CT17 9NJ	Granted	Support
23/01005	50 Elms Vale, Road, Dover, CT17 9NY	Granted	Support
24/00001	21 Castle Street, Dover, CT16 1PT	Granted	Support
23/01174	The 4 Acres, Elms Vale Road, Hougham, CT15 7AW	Refused	Object
24/00033	31 Biggin Street, Dover, CT16 1BU	Granted	Object
23/00995	Land To The Rear, Of 439 Folkestone, Road Dover, CT17 9JX	Granted	Support

6. APPLICATIONS FOR PLANNING CONSENT

To consider the following applications for planning consent:

<u>Application No:</u>	<u>Proposal</u>
22/01380	Variation of Condition 2 (approved plans) of Listed Building Consent DOV/19/01365 (Internal & external alterations to facilitate the change of use to 18 residential units (6 maisonettes, 7 flats, 3 townhouses and 2 cottages (conversion of existing outbuildings), including removal of external fire escape stair, balconies & canopy. Internal demolition of modern partitions, erection of new internal partitions to facilitate subdivision, vertical sub-division to facilitate 3 townhouse and 6 maisonettes, insertion of new staircases, 2no. entrance doors, dropping of 1no. window cil to create door to provide access to roof terrace. Replace 3no door openings with windows to South West elevation. Replace window with door & door with window on South. East elevation) (S73) to allow internal alterations, including alterations to the layout and configuration of proposed maisonettes and flats to facilitate change of use to 17 residential units (5 maisonettes, 7 flats, 3 town houses, 2 cottages) and 1 building management unit (conversion of existing buildings), retention of external fire escape and relocation of refuse and cycle store (amended details) 7-8 Eastbrook Place St Marys Residential Home Maison Dieu Road

22/01381	Dover CT16 1RP Variation of Condition 2 (approved plans) of planning permission DOV/19/01364 (Change of use of St Marys Residential home from care home (C2) to residential (C3) to create 18 residential units, (6 maisonettes, 7 flats, 3 town houses, and 2 cottages (conversion of existing buildings) and for the erection of 2 cottages at rear (total 20 units), landscaping, re-provision of parking and turning area, external alterations and other associated works) (S73) to allow reduction in number of residential units, alterations to internal layout and configuration of flats and maisonettes to create 17 residential units (5 maisonettes, 7 flats, 3 town houses, 2 cottages) and 1 building management unit (conversion of existing buildings), retention of external fire escape, omission of erection of 2 cottages at rear, relocation of refuse and cycle storage and discharge of condition 19 (sound insulation) (amended details) 7-8 Eastbrook Place St Marys Residential Home Maison Dieu Road Dover CT16 1RP
24/00098	Installation of shop front, alterations to rear elevation roof and fenestration 9 Sheridan Road Dover CT16 2BZ
24/00100	Installation of shop front, alterations to rear elevation roof and fenestration 13 Sheridan Road Dover Kent CT16 2BZ
24/00113	Replacement timber entrance door with composite door Lower Maisonette 315 London Road Dover CT17 0SY
24/00114	Replacement timber entrance door with composite door Lower Maisonette 315 London Road Dover CT17 0SY
24/00147	Erection of a building to incorporate 2 x 1bed flats with off-street parking Maritime House, Car Park Hertz Uk Ltd Snargate Street Dover CT17 9BZ
24/00205	Change of use to bar and music venue 143 Snargate Street Dover CT17 9BZ
24/00261	Erection of a single-storey rear extension 1 Westbury House, Flat 7 Westbury Road Dover CT17 9QH
24/00287	Install 5no gas pipes & meter boxes to external front elevation and side basement courtyard 13 Victoria Park Dover CT16 1QS

7. **LATE PLANNING APPLICATIONS**

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

8. **LICENSING**

To note there are no Licence applications

9. **DATE OF NEXT MEETING**

The next meeting will be held on Monday, 22<sup>nd</sup> April 2024 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, 26<sup>th</sup> February 2024 at 6 p.m.

### PRESENT

Councillor Bedi	Councillor Collor
Councillor Bradley	Councillor Defriend
Councillor Calder (Chair)	Councillor Kember
Councillor Cowan	Councillor Lamoon
	Councillor Sawbridge

Mr G. Margery - The Dover Society

### 179. APOLOGIES FOR ABSENCE

Apologies received from Councillors Collins, Shread & Verrill due to personal commitments.

### 180. DECLARATIONS OF INTEREST

Councillor Collor declared a VAOI on agenda item 5 Queens Gardens Report as he is a KCC Councillor and sits on Transport Committee He absented himself from the meeting during discussions and voting on item 5.

### 181. MINUTES

The Committee considered the minutes of the meeting of the Planning Committee held on 12<sup>th</sup> February 2024.

RESOLVED: That the minutes of the meeting of the Planning Committee held on 12<sup>th</sup> February 2024 be signed by the Chair.

### 182. COMMITTEE BUDGET

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

Chair

**183. QUEEN'S GARDENS**

*Councillor Collor left the meeting.*

The Committee considered the Chairs report regarding Queens Gardens

RESOLVED TO RECOMMEND: That the earmarked reserve for Traffic Calming will be used to implement a one-way system into Queens Gardens

*Councillor Collor returned to the meeting.*

**184. 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>
23/01238	47 London Road, Dover CT17 0SP	Granted	Support
23/01239	47 London Road, Dover CT17 0SP	Granted	Support
23/01044	Rear of 89-91 Folkestone RD CT179SD	Granted	Support
23/01260	Garage & Premises Rear of 1 Old Park Rd	Granted	Object
23/01182	28 Beaufoy Terrace Dover CT17 0HS	Granted	Support
23/01344	94 Melbourne Avenue Dover CT16 2JH	Granted	Support
23/00460	34 High Street Dover CT16 1EB	Granted	Support

**185. 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>	24/00026
<u>Proposal:</u>	Installation of replacement shopfront, external staircase and extractor flue to rear 35 Cherry Tree Avenue Dover CT16 2NL
<u>Comment:</u>	Support
<u>Application No:</u>	24/00136
<u>Proposal:</u>	Erection of single storey rear extension (existing to be demolished) 46 Melbourne Avenue Dover CT16 2HU
<u>Comment:</u>	Support
<u>Application No:</u>	24/00161

Chair

Proposal: Change of use from public house (Use Class Sui generis) to retail shop (Use Class E)  
The Diamond Heathfield Avenue Dover Kent CT16 2PD

Comment: Support

186. LATE PLANNING APPLICATIONS

Committee noted that there were no late planning applications

187. LICENSING

The Committee considered the Grant of Premises Licence Sale of Alcohol off sales only:

**Timings:** 08:00 to 22:00 Monday to Sunday  
**Location:** Diamond Stores 79 Heathfield Avenue Dover CT16 2PD

The Committee considered the Grant of Premises Licence Sale of Alcohol:

**Timings:** Monday to Thursday 11:00 to 23:00  
Friday to Saturday 11:00 to 00:00  
Sunday 12:00 to 22:30  
Recorded Music Friday to Saturday 23:00 to 00:00  
And other seasonal variations as detailed within the application

**Location:** 143 Snargate Street Dover CT17 9BZ

RESOLVED: a) That committee object to the application the Grant of Premises Licence Sale of Alcohol off sales only at Diamond Stores 79 Heathfield Avenue Dover CT16 2PD. Committee would be mindful to withdraw their objection should the time be amended 10.00 am to 10.00pm

b) No objection the Grant of Premises Licence Sale of Alcohol:  
143 Snargate Street Dover CT17 9BZ

188. DATE OF NEXT MEETING

The next meeting will be held on 25<sup>th</sup> March 2024 at 6 p.m.

The meeting closed at 6.28p.m.

Councillor A Calder  
CHAIR

Chair



## Detailed Income &amp; Expenditure by Budget Heading 20/03/2024

Month No: 12

Committee Report

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