



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

DATE OF ISSUE:
20th February 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, 26th February 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 12th February 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).

5. QUEEN'S GARDENS

To note the Chairs report regarding Queens Gardens (copy attached) (Page8-9)

6. DETERMINED PLANNING CONSENTS

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

<u>Application</u> <u>No:</u>	<u>Address</u>	<u>Decision</u>	<u>Town Council</u> <u>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

7. APPLICATIONS FOR PLANNING CONSENT

To consider the following applications for planning consent:

<u>Application No:</u>	<u>Proposal</u>
24/00026	Installation of replacement shopfront, external staircase and extractor flue to rear 35 Cherry Tree Avenue Dover CT16 2NL
24/00136	Erection of single storey rear extension (existing to be demolished) 46 Melbourne Avenue Dover CT16 2HU
24/00161	Change of use from public house (Use Class Sui generis) to retail shop (Use Class E) The Diamond Heathfield Avenue Dover Kent CT16 2PD

8. **LATE PLANNING APPLICATIONS**

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

9. **LICENSING**

To consider 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

To consider 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

10. **DATE OF NEXT MEETING**

The next meeting will be held on Monday, 25th March 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, 12th February 2024 at 6 p.m.

PRESENT

Councillor Bedi	Councillor Kember
Councillor Bradley	Councillor Lamoon
Councillor Collins	Councillor Shread
Councillor Calder (Chair)	Councillor Verrill

170. APOLOGIES FOR ABSENCE

Apologies received from Councillors Bird; Collor & Jones & Sawbridge due to personal commitments.

171. DECLARATIONS OF INTEREST

Councillor Calder declared a VAOI interest in agenda item 8 application to place tables & chairs on the Highway at the art club 27 Market square and left the room during discussion and voting

172. MINUTES

The Committee noted the approved Minutes of the meeting of the Planning Committee held on the 20th November 2023 resolved in Minute No.136 at the Town Council Meeting held 29th November 2023

173. COMMITTEE BUDGET

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

174. DETERMINED PLANNING CONSENTS

Chair

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 CT17 9SD	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

175. 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>	24/00033
<u>Proposal:</u>	Variation of condition 3 (approved plans) of planning permission 23/00156 (Change of use to mixed use drinking establishment and restaurant/cafe) to allow for extended opening hours. 31 Biggin Street Dover CT16 1BU
<u>Comment:</u>	Object. There has been no change in the residential properties which would be negatively affected by 4 am licencing, their right to a peaceful night's sleep should not be ignored. This establishment would be the only drinking venue in Dover open until 4am, potentially drawing in patrons from other closed establishments. As they close those patrons likely have already consumed an excess of alcohol, therefore this will lead to consequences of an increase elevating the risk of fights, and other antisocial behaviour. The Council would like to see the opening hours left as they are at 2 am.
<u>Application No:</u>	24/00055
<u>Proposal:</u>	Display of 4 illuminated fascia signs, 1 non-illuminated fascia sign, 1 Illuminated totem with snap frame sign, 1 illuminated single sided digital totem, 1 illuminated single sided triple digital totem and 2 illuminated totem signs 101 Snargate Street Dover CT17 9DA
<u>Comment:</u>	Support
<u>Application No:</u>	24/00102
<u>Proposal:</u>	Change of use and conversion from guest house into 2 residential dwellings 239-241 Westbank Guest House Folkestone Road Dover CT17 9LL

Chair

Comment: Support

176. LATE PLANNING APPLICATIONS

Application No: 24/00029
Proposal: Change of use from shop (Class E) to residential dwelling (Class C3), external alterations to the front elevation, fenestration changes to the ground floor rear and east side elevations.
 36 Cherry Tree Avenue Dover CT16 2NL

Comment Support
Application No: 24/00129
Proposal: Change of use from a single dwelling into 2 No. maisonettes
 15 Norman Street Dover CT17 9RS

Comment Support
Application No: 24/00130
Proposal: Change of Use from a single dwelling into 2 No. maisonettes. Includes: erection of partition walls, infill of 1 doorway and installation of an ensuite in the basement; relocation of 2 doorways, insertion of 2 doorways and erection of partition wall on ground floor; adjustment of partitions on 1st and 2nd floors. Also, replacement of all doors and repair of 1 dormer window.
 15 Norman Street Dover CT17 9RS

Comment Support

Councillor Calder left the room & councillor Bradley to the chair

177. LICENSING

Committee considered application to place tables & chairs on the Highway:

Furniture: 4 Tables, 20 Chairs, 10 Benches
Timings: 08:30 to 23:00 Monday to Sunday
Location: The Art Club, 27 Market Square, Dover, CT16 1NG

RESOLVED: That the Town Council strongly objects to the siting of benches on Market Street at the Roman Lawn. This is the only vehicular and main pedestrian access. Placing benches in the proposed location hinders the entrance to Roman Lawns, which is frequently used for events. This could disrupt planned activities and limit public access to a space that is historically significant and often utilised for community gatherings. The area in front of the entrance is crucial for crowd control during events held at Roman Lawns. Granting the license will compromise the safety and security of the public, as the intended placement could impede safe access & efficient crowd management protocols. The potential negative impacts on the functionality of Roman Lawns should be carefully considered. The placement of benches close to the roadway on pedestrian areas also is not safe for people using the benches. It is not feasible to expect that the benches would be removed in a timely fashion for events. The Roman Lawn is likely to be used even more in the coming years than previously. The tables and chairs Infront of the Art Club are not being objected to.

Chair

Councillor Calder returned to the room & retook the chair.

178. DATE OF NEXT MEETING

The next meeting will be held on 26th February 2024 at 6 p.m.

The meeting closed at 6.35p.m.

Councillor A Calder
CHAIR

Chair

Detailed Income & Expenditure by Budget Heading 07/02/2024

Month No: 11

Committee Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Planning</u>							
<u>201 Planning</u>							
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						



DOVER TOWN COUNCIL

Report to: Planning Committee
Meeting date: 26th February 2024

From: Cllr Andy Calder, Chair of the Planning Committee

Date written: 19th February 2024

Subject: Queens Gardens One-way System

1. INTRODUCTION

During the meeting of June 26, 2023, the concerns of Queens Gardens residents regarding the adverse effects of illegal parking and traffic congestion were brought to committees' attention. The well-attended meeting, with over 12 residents expressing their worries, led to a resolution that the Clerk organise subsequent meetings with residents to collaboratively agree a way forward to address and improve the situation.

2. INFORMATION

Following the initial meeting, the Town Clerk engaged in further discussions with Queens Gardens community representatives. Additionally, discussions were held with KCC Highways, as part of the Parish Highway Improvement Plan process (HIP). The HIPs process meant that KCC Highways would investigate the feasibility of a one-way system & make recommendations. After this work was completed, it was determined that implementing a one-way system on the street could significantly alleviate the existing traffic issues.

KCC Highways is now costing & designing the detail of the scheme & has indicated that costs should be below £10,000. Following a committee decision at a committee meeting on 19th October 2019 £10,000 has been kept in an earmark reserve for the purpose of traffic calming. The Queens Gardens scheme offers an opportunity for council to show that it listens to residents & can effectively make representation to other statutory bodies to enable the practical measure for improvement in the town.

Acknowledging the urgency of the matter, we are committed to collaborative efforts to improve the traffic situation in Queens Gardens. The council's approval of the proposed spending is crucial for a positive outcome. A

subsequent update report will be presented to the committee once agreements and timelines have been finalised.

3. **DECISION**

The Committee is asked to note That the earmarked reserve for Traffic Calming will be used to implement a one-way system into Queens Gardens

Statutory Powers/Standing Orders /Policy: General Power of Competence (Localism Act 2011)