



DOVER TOWN COUNCIL

Minutes of the meeting of the EXTERNAL AFFAIRS COMMITTEE held on Tuesday 4th November 2025 at 6.00pm at the Town Council Offices, Maison Dieu House, Biggin Street, Dover, Kent, CT16 1DW.

PRESENT

Councillor Biggs(chair)	Councillor Jones (<i>until</i>
Councillor Bird	<i>agenda item 6)</i>
Councillor Brivio	Councillor Kember
Councillor Calder	Councillor Shread
Councillor Collor	Councillor Wanstall
Councillor Cowan	

The Town Clerk and the Chairperson gave a verbal update to committee regarding the cycle station moving update and allotment legal case progress to date before the start of the meeting.

120. APOLOGIES FOR ABSENCE

Apologies for absence received from Councillors Bedi & Sawbridge due to personal commitments and Councillors Dawes, Lamoon, Verrill & Mrs Wanstall due to ill health

121. DECLARATIONS OF INTEREST

Cllrs' Biggs, Brivio & Cowan declared a financial interest in agenda item 5c Riverside Gardens, as they are all cabinet members at the District Council (landowners). Councillors Brivio & Cowan left the room during discussion and voting. Councillor Biggs remained upon the request of the committee to answer questions but did not participate in the discussion or vote

122. MINUTES

Committee noted the approved Minutes of the External Affairs Committee held on the 9th of September 2025 as resolved in Minute No.100 at the Town Council Meeting held 29th September 2025.

Chairperson

123. BUDGET

The Committee noted the latest out-turn against the External Affairs Committee's 2025/26 budget

The committee noted the 2026/27 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 Monday 19th January 2026

124. GREEN SPACES

Committee noted the allotment update

Committee noted WCCP's High Meadow Local Nature Reserve update report

The Committee considered the Chairpersons report regarding Dover in Bloom

Committee appointed cllr Jones to chair the next item.

Committee moved a motion not requiring notice to permit the chairperson having declared an interest to remain during the debate on Riverside Gardens solely in order to answer questions.

The Committee considered the Chairpersons report regarding Managing Green Spaces

RESOLVED

That the Committee note the achievements of the Dover in Bloom Partnership in 2025 South & Southeast in Bloom Awards; Send letters of thanks & congratulations to Future Foundry and community partners recognising their contributions; and to commit to supporting the maintenance and improvement of green and open spaces in Dover and further participation in South & South Eastern in Bloom.

RESOLVED TO RECOMMEND

To accept the transfer of or a long-term lease for the Riverside (Maison Dieu) Gardens. To delegate all negotiations, discussions and contracts of transfer or agreement to the Proper Officer, in consultation with the Town Mayor subject to regular updating of Council and review of any risks and increase in related costs.

Councillor Biggs retook the Chair

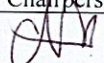
Councillor Jones left the meeting

125. PLACE PLAN

The Committee noted the Chairpersons report regarding Dover Harbour Board Community Non-Executive Directors

The Committee considered the Chairpersons Update on Unitarian Church Project

The Committee considered the Chairpersons report regarding Domestic Abuse Victim Support

Chairperson


RESOLVED

To grant fund up to £10,000, for face-to face weekly support sessions in Dover for victims of domestic abuse, to be allocated from the 2025/26 Place Plan budget held within the External Affairs Committee. All negotiations, arrangements & design for delivery be delegated to the Proper Officer in consultation with the Chairperson of this Committee.

RESOLVED TO RECOMMEND

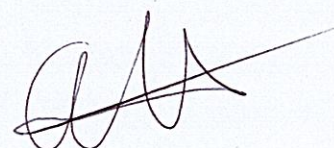
That officers prepare and submit funding applications to support the Unitarian Church project including an application to the Architectural Heritage Fund

126. DATE OF NEXT MEETING

The date of the next meeting will be held on Tuesday 13th January 2026

Meeting closed at 7.13 pm

CHAIRPERSON
Councillor E Biggs



Chairperson
