



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

DATE OF ISSUE:  
9<sup>th</sup> April 2026

## 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 Tuesday, 14<sup>th</sup> April 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.)*

### 3. MINUTES

To consider the Minutes of the meeting of the Planning Committee held on the 9<sup>th</sup> March 2026 (Copy attached).

4. **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>
26/00092	72 - 73 Tower, Hamlets Street, Dover, CT17 0DX	Granted	Support
25/00311	Karma Leisure Ltd, Adrian Street, Dover, CT17 9AT	Granted	Strongly Object
26/00087	Land West Of, Roman Road, Dover, Kent	Refused	Support
26/00060	Cruise Terminal 1, Western Docks, Dover, CT17 9TF	Granted	Support
26/00121	Ground Floor, 16 - 18, Worthington Street Dover, CT17 9AD	Granted	Object

5. **APPLICATIONS FOR PLANNING CONSENT**

To consider the following applications for planning consent:

<u>Application No:</u>	<u>Proposal</u>
26/00076	Installation of No.68 photovoltaic panels on the flat portions of the roof of 6-16 Waterloo Crescent Dover Marina Hotel And Spa Waterloo Crescent Dover CT17 9BP
26/00197	Works to facilitate conversion of upper floor level offices into 4 self-contained flats. Removal of existing & erection of new partitions; blocking of existing & creation of new openings to form bathrooms. 54 - 56 Castle Street Dover Kent CT16 1PJ
26/00201	Change of use to increase an existing HMO from 6 to 10 233 Folkestone Road Dover CT17 9SL
26/00232	Erection of a single storey rear extension with raised deck and glass balustrade. Erection of a side first floor balcony with glass balustrade, roof upgrade and alterations to windows/door to existing side garage conversion Castle Knoll Connaught Road Dover CT16 1HH
26/00269	Change of use from public house (sui generis) to retail store (use class E) The Malvern Inn Clarendon Road Dover CT17 9QA
26/00273	Installation of a front raised drive 26 Prioress Walk Dover CT16 2DS
26/00279	Erection of a second storey extension to existing bungalow, two storey and single storey rear extensions (existing conservatory and dormer windows to be demolished) 48 Markland Road Dover CT17 9LY
26/00299	Removal and replacement of balustrades, privacy screens and timber trellis panels

6. LATE PLANNING APPLICATIONS

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

7. LICENSING

Grant of Premises Licence

- 1) To enable the provision of hot food and drink after  
23:00hrs and before 05:00hrs Monday to Sunday  
Costa Coffee Drive Thru, 101-102 Snargate Street, Dover, CT17 9DA

8. CONSULTATIONS

To note there are no current consultations

9. DATE OF NEXT MEETING

The date of the next meeting will be held on 12<sup>th</sup> May 2026.

**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 £1 PER BLACK & WHITE COPY AND £2 PER COLOUR 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, 9<sup>th</sup> March 2026 at 6 p.m.

### PRESENT

Councillor Calder  
Councillor Collins  
Councillor Collins  
Councillor Cowan  
Councillor Dawes

Councillor Lamoon  
Councillor Odell  
Councillor Sawbridge  
Councillor Verrill (Chair)  
Councillor Mr Wanstall

Graham Margery Dover Society & Councillor Pam Brivio (as a non-committee member)

### 197. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bird & Kember due to personal commitments and Councillor Shread due to ill health

### 198. DECLARATIONS OF INTEREST

Cllr Calder and Councillor Collor declared a Voluntary/Other Interest in agenda item 7 (Licensing). Councillor Cowan & Councillor Brivio declared a Voluntary/Other Interest in agenda item 7 (Licensing) as they are members of the Licensing Committee at Dover District Council.

### 199. MINUTES

Councillors noted the approved the Minutes of the meeting of the Planning Committee held on the 9<sup>th</sup> February 2026.

RESOLVED:

That the minutes of the meeting of the planning committee held on the 9<sup>th</sup> February 2026 be approved and signed by the Chairperson.

### 200. DETERMINED PLANNING CONSENTS

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

Chair

<u>Application No:</u>	<u>Address</u>	<u>Decision</u>	<u>Town Council Decision</u>
25/01334	23 - 25, Worthington Street, Dover, CT17 9AQ	Granted	Object
25/01225	Dover Marina, Curve Phase 1A, Dover Harbour, Dover	Granted	Support
25/01396	The Bungalow, 1 Citadel Road, Dover, CT17 9DP	Granted	Support
25/01408	18 St Giles Close, Dover, CT17 9HZ	Granted	Support

## 201. APPLICATIONS FOR PLANNING CONSENT

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

**RESOLVED:** That the following views be made to the Dover District Council in relation to the applications now considered:

<u>Application No:</u>	26/00151
<u>Proposal:</u>	Change of use of land to Gypsy/Traveller site for the siting of 2 static caravans, 2 dayrooms and 2 touring caravans with associated hard and soft landscaping (retrospective) Land Northeast Of Ballinderry House Folkestone Road Church Hougham CT15 7AB
<u>Comment:</u>	Object due to a lack of statement (Local Policy H4) explaining justification as to why a windfall site in this instance is necessary
<u>Application No:</u>	25/01089
<u>Proposal:</u>	Construction of a vehicle access track Coombe Down Minnis Terrace Dover CT17 OJF
<u>Comment:</u>	Support
<u>Application No:</u>	26/00121
<u>Proposal:</u>	Installation of new shop front with external shutters (retrospective) Ground Floor 16 - 18 Worthington Street Dover CT17 9AD
<u>Comment:</u>	Object - failure to comply with shopfronts/shutters in conservation area policy.
<u>Application No:</u>	26/00157
<u>Proposal:</u>	Display Of 1 non-illuminated fascia sign to front elevation 12 Market Square Dover CT16 INX
<u>Comment:</u>	Support
<u>Application No:</u>	26/00164
<u>Proposal:</u>	Variation of condition 2 (approved plans) and removal of condition 3 (restricted use) of planning permission 25/00902 for "Erection of detached outbuilding to front of property" for an amended position and use as a nail treatment business. 12 Astor Avenue Dover CT17 OAR
<u>Comment:</u>	Object - inappropriate use of an overscale building in a residential area

Chair

Application No: 26/00188  
Proposal: Change of use and conversion of upper floors to 4 self-contained flats  
 54 - 56 Castle Street Dover CT16 IPJ  
Comment: Object - there is no provision for appropriate refuse and waste storage. The applicant should reduce the number of flats to 3 and provide internal storage room for refuse and cycles.

## 202. LATE PLANNING APPLICATIONS

The Committee noted that no late planning applications had been received.

Councillors, Brivio, Calder, Collor and Cowan left the chamber.

## 203. LICENSING

The Committee considered the following requests for Premises Licence

- 1) To enable the sale of alcohol between 08:00hrs to 23:00hrs Monday to Sunday  
Dylan Superstore, 51 High Street, Dover, CT16 IEB
- 2) To Enable the sale of alcohol between 07:01 - 07:00 Sunday - Monday
  - a. To Enable the provision of hot food and drink between 23:00 - 02:00 Sunday - Monday  
First And Last, 57-58 East Cliff, Dover, CT16 ILS
- 3) To consider Grant of Premises Licence
  - a. enable the sale of alcohol between 10:00 to 00:00 Monday to Sunday
  - b. To enable the sale of alcohol for extended hours at Bank Holidays and on other limited days as specified in the application
  - c. To enable Regulated Entertainment to be provided within the Premises as specified in the application.
  - d. To enable the provision of hot food and drink 23:00 to 00:30 Monday to Sunday The Knockabout, 26 Market Square, Dover, Kent, CT16 ING

RESOLVED:

- a) That the committee object to the licence to sell alcohol between 8.00am and 2300hrs at Dylan Superstore, 51 High Street, Dover CT16 1EB due to previous failures to comply with sale of alcohol regulations;
- b) That the Committee object to the sale of alcohol between 0701 to 0700 hrs Sunday to Monday and sale of hot food and drink between 2300 and 0200hrs Sunday to Monday owing to detrimental effect on residential area close to an area (port) where rallies and marches convene.
- c) That the Committee support the sale of alcohol between the hours of 1000 and 0000hrs Monday to Sunday, for extra hours at Bank Holidays

Chair

and on other limited days as specified in the application and for the sale of hot food and drink between 2300 and 0030hrs Monday to Sunday at The Knockabout, 26 Market Square, Dover, CT16 1NG.

Councillors, Brivio, Calder, Collor and Cowan returned to the chamber.

**204. CONSULTATIONS**

The committee noted there are no current consultations

**205. DATE OF NEXT MEETING**

The date of the next meeting to be held on Tuesday 14<sup>th</sup> April 2026.

The meeting closed at 18.49 p.m.

Councillor P Verrill  
CHAIR

DRAFT

Chair