



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

DATE OF ISSUE:  
6<sup>th</sup> May 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, 12<sup>th</sup> May 2026 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 note the approved minutes of the meeting of the Planning Committee held on the 14<sup>th</sup> of April 2026. Minute number 234 at the Town Council Meeting held on 20<sup>th</sup> April 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>
26/00193	218 London Road, Dover, CT17 0TD	Granted	Not invited to comment
26/00191	1 Maison Dieu, Place, Dover, CT16 1DX	Granted	Not invited to comment
26/00011	11 Barton Road, Dover, CT16 2NF	Granted	Object
26/00164	12 Astor Avenue, Dover, CT17 0AR	Refused	Object

#### 5. APPLICATIONS FOR PLANNING CONSENT

To consider the following applications for planning consent:

<u>Application No:</u>	<u>Proposal</u>
26/00034	Conversion of garage to habitable room and insertion of window and door to rear elevation 1 Fiveways Tower Hamlets Street Dover CT17 0FW
26/00187	Erection of an outbuilding (retrospective) 95 Longfield Road Dover CT17 9QP
26/00291	Replacement 10no front elevation windows. Replacement 2no rear elevation windows. Harbour House Waterloo Crescent Dover CT17 9BU
26/00328	Certificate of Lawfulness (existing) for the continued use of 1st, 2nd and 3rd floors as residential Loddington House Hotel 14 East Cliff Dover CT16 1LX
26/00344	Certificate of lawfulness (existing) for lawful compliance with condition 1 of planning permission 23/00586 (time limit) Former Playground North Military Road Dover CT17 9BQ
26/00370	12 Replacement windows to front and rear elevations Harbour House Waterloo Crescent Dover CT17 9BU
26/00375	Ash- Fell tree leaving approx 10 ft stump 12 Monastery Avenue Dover Kent CT16 1AB

#### 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 sale of alcohol between  
06:00hrs to 23:00hrs Monday to Sunday  
Links Convenience Store, 5A Sheridan Road, Dover, CT16 2BZ

2) To enable the sale of alcohol between  
11:00hrs to 23:00hrs Monday to Sunday  
Yess Pleasee Mumaa, Land on Southern Corner of Flying Horse Lane  
and King Street, Dover

8. **CONSULTATIONS**

**Affordable Housing Supplementary Planning Document (SPD) Consultation:** Dover District Council has published a draft SPD providing guidance on the delivery of affordable housing (supporting Local Plan Policy SP5 and updated NPPF requirements), with consultation open until midnight on Thursday, 14 May 2026 – details available at [www.dover.gov.uk/Planning/Planning-Policy/News-and-planning-consultations.aspx](http://www.dover.gov.uk/Planning/Planning-Policy/News-and-planning-consultations.aspx)

9. **DATE OF NEXT MEETING**

The date of the next meeting will be held on 15<sup>th</sup> June 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 Tuesday, 14<sup>th</sup> April 2026 at 6 p.m.

### PRESENT

Councillor Calder  
Councillor Collor  
Councillor Dawes  
Councillor Kember  
Councillor Lamoon  
Councillor Odell  
Councillor Shread  
Councillor Verrill (Chair)

#### 220. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bird, Collins, Cowan, Sawbridge, Mr & Mrs Wanstall due to personal commitments

#### 221. DECLARATIONS OF INTEREST

Councillors present made no declarations of interest

#### 222. MINUTES

Councillors Considered the Minutes of the meeting of the Planning Committee held on the 9<sup>th</sup> of March 2026.

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

#### 223. 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>
26/00003	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

## 224. 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>	26/00076
<u>Proposal:</u>	Installation of No.68 photovoltaic panels on the flat portion of the roof of 1-16 Waterloo Crescent Dover Marina hotel And Spa Waterloo Crescent Dover CT17 9BP
<u>Comment:</u>	Support
<u>Application No:</u>	26/00197
<u>Proposal:</u>	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
<u>Comment:</u>	Support the change of use to residential. Object to planning application 26/00188 in relation to the number of flats proposed. The provision of four self-contained units appears excessive & may not be sympathetic to the character and layout of this listed building. Given its heritage significance, the extent of internal alterations required raises concerns about the impact on its historic fabric and spatial integrity, and a reduction in the number of units should be considered to ensure a more sensitive conversion. There is insufficient provision for internal waste storage
<u>Application No:</u>	26/00201
<u>Proposal:</u>	Change of use to increase an existing HMO from 6 to 10 233 Folkestone Road Dover CT17 9SL
<u>Comment:</u>	Object. There are already approximately 22 HMOs within the immediate area, resulting in an overconcentration that is harmful to the character and balance of the neighbourhood, and this proposal would further intensify that issue. The property is not considered suitable to accommodate 10 occupants; the increase from 6 to 10 represents overdevelopment, leading to overcrowding, increased noise, pressure on parking, and strain on local services. The Private Sector Housing Development Officer has also indicated that accommodating 10

Chair

occupants may constitute overdevelopment of the property. Furthermore, this case highlights the need for Dover District Council to adopt an Article 4 Direction to better manage and control the proliferation of HMOs, as proposals such as this demonstrate the growing pressure on established residential areas.

Application No:

26/00232

Proposal:

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

Comment:

Support

Application No:

26/00269

Proposal:

Change of use from public house (sui generis) to retail store (use class E)

The Malvern Inn Clarendon Road Dover CT17 9QA

Comment:

Object. There is a lack of clarity as to how the proposal complies with Policy PM6, which seeks to protect community facilities and ensure that their loss is fully justified. No robust evidence has been provided to demonstrate that the public house is no longer viable, nor that it has been adequately marketed for continued community use.

Furthermore, insufficient detail has been submitted regarding the impact of the change of use on the local area and whether alternative community provision exists. Without this information, it is not possible to properly assess the proposal against Policy PM6

Application No:

26/00273

Proposal:

Installation of a front raised drive

26 Prioress Walk Dover CT16 2DS

Comment:

Support

Application No:

26/00279

Proposal:

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

Comment:

Support

Application No:

26/00299

Proposal:

Removal and replacement of balustrades, privacy screens and timber trellis panels

Dolphin House Market Square Dover CT16 1NY

Comment:

Neutral. There is insufficient detail within the submitted plans and supporting information to determine whether the proposed works constitute a like-for-like replacement. It is unclear whether there are any changes to the design, materials, or appearance of the existing features. Without this clarity, it is not possible to fully assess the impact of the proposal, and further information should be provided to enable a proper determination.

## 225. LATE PLANNING APPLICATIONS

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

## 226. LICENSING

Chair

The Committee considered the following requests for Premises Licence

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

RESOLVED: That the Committee support 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.

227. CONSULTATIONS

The committee noted there are no current consultations

228. DATE OF NEXT MEETING

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

The meeting closed at 18.26 p.m.

Councillor P Verrill  
CHAIR

Chair