



DOVER TOWN COUNCIL

Minutes of the Meeting of the DOVER TOWN COUNCIL held in the Council Chamber, Maison Dieu House, Biggin Street, Dover, Kent on MONDAY 8TH DECEMBER 2025 at 6.00pm.

PRESENT

The Right Worshipful the Town Mayor, Councillor E Biggs in the chair

Councillors

Councillor Bedi	Councillor Kember
Councillor Bird	Councillor Lamoon
Councillor Brivio	Councillor Sawbridge
Councillor Calder	Councillor Shread
Councillor Cowan	Councillor Verrill
Councillor Dawes	Councillor Wanstall
Councillor Jones	

145. APOLOGIES FOR ABSENCE

The Town Council noted apologies for absence from Councillor Collins (personal commitments) & Councillors Collor & Mrs Wanstall (ill health).

146. DECLARATIONS OF INTEREST

Councillors Biggs, Brivio and Cowan made a declaration of disclosable pecuniary interest as required by law in agenda item 7 as they are also District Councillors, the Council voted to ask Councillor Biggs to speak to the recommendation but for Councillors Brivio & Cowan to leave the chamber.

147. MINUTES

The Town Council approved the minutes of the Full Town Council meeting held on 29th September 2025.

RESOLVED: That the Minutes of the Full Town Council meeting held on the 29th September 2025 be approved and signed by the Town Mayor.

148. PRESENTATION

The Town Council received a presentation from Aram Rawf representing the Samphire Project to talk about the work that they are doing. After a question and answer session the Mayor thanks Mr Rawf for his interesting and informative presentation.

Chairperson

149. COMMUNICATIONS FROM THE CHAIRPERSON

The Town Council noted the Town Mayor's list of engagements since the last meeting.

The Town Council noted the Clerk to The Worshipful Company of Shipwrights thank you letter to the Town Clerk & the Mayor of 30th September 2025.

150. PLANNING COMMITTEE

The Town Council considered the minutes of the Planning Committee meetings held on the a) 13th October 2025 & b) 10th November 2025.

RESOLVED: That Planning Committee Minute Nos. 109 to 119 and 127 to 135 be accepted as a true record.

Councillor Bedi took the Chair & Councillor Biggs remained in the chamber.

Councillors Brivio & Cowan left the chamber.

151. EXTERNAL AFFAIRS COMMITTEE

The Town Council considered the minutes of the External Affairs Committee meeting held on 4th November 2025, including resolved to recommend minute Nos. 124 & 125 and the reports thereon.

RESOLVED: a) That External Affairs Committee Minute Nos. 120 to 126 be accepted as a true record;

b) That the Town Council accepts the transfer of or a long-term lease for the Riverside (Maison Dieu) Gardens and that all negotiations, discussions and contracts of transfer or agreement be delegated 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.

c) That Town Council officers prepare and submit funding applications to support the Unitarian Church project including an application to the Architectural Heritage Fund.

Councillor Biggs took back the Chair and Councillor Brivio & Cowan returned to the chamber.


152. INTERNAL AFFAIRS COMMITTEE

The Town Council considered the minutes of the Internal Affairs Committee meeting held on 18th November 2025, including resolved to recommend minute Nos. 141 & 142 and the reports thereon.

RESOLVED: a) That Internal Affairs Committee Minute Nos. 136 to 140 and 143 to 144 be accepted as a true record;

b) That the Town Council approve the implementation of a three-year PSA Testing and Men's Health Advisory Programme for men aged 45-55 in Dover, running from April 2026 to April 2029, with Year 1 capacity set at 400 tests and prioritisation for men aged 53-55 and men aged 48-49 until capacity is filled;

c) That all negotiations, agreements and arrangements to be delegated to the Proper Officer of the Council in consultation with the Chairperson of this Committee with updates to this committee;

Chairperson 
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d) That the Town Council allocate funding up to a budget of £43,000 for the programme, whilst seeking funding from other sources, with £15,000 to be taken from the Place Plan unallocated funds in 2025/26 and the remainder of the budget to be allocated in the 2026/27 budget (up to £28,000).

e) That the Town Council adopts with following policies: -

- The Equality & Diversity Policy;
- The Information & Data Accessibility Policy.

153. TOWN COUNCIL FINANCIAL INFORMATION

The Town Council approved the schedule of payments made by the Town Council for September & October 2025.

The Town Council noted the Town Council budget out-turn report to the end of October 2025.

RESOLVED: That the payments made by the Town Council in September & October 2025 be approved and the schedules signed by the Chairperson.

154. TOWN COUNCIL COMMITTEE & EXTERNAL REPRESENTATION

The Town Council noted Councillor Brivio's resignation from the Planning Committee.

The Town Council made no further changes to the Committee membership.

The Town Council noted Councillor Brivio's report concerning recent meetings of the Dover Fairtrade Network Group, RV Coleman Trust and the White Cliffs Community Rail Partnership (handed out at the meeting).

The Town Council noted a verbal update on Dover District Council from Councillor Pam Brivio.

155. QUESTIONS FROM THE PUBLIC

The Town Council noted that no questions from the public pursuant to Standing Orders 1 (d) to (m) inclusive and 3b (v) had been received.

157. DATE OF NEXT MEETING

The Town Council noted that the date of the next Town Council meeting will be Monday 19th January 2026 (Budget Meeting).

The meeting finished at 7.45pm



THE RIGHT WORSHIPFUL THE TOWN MAYOR
(Councillor Edward Biggs)
CHAIRPERSON

Chairperson
