DOVER TOWN COUNCIL

Minutes of the meeting of the PLANNING COMMITTEE held at the Council Offices, Maison Dieu House, Biggin Street, Dover, on Tuesday, 8th September at 6 p.m.

PRESENT

Councillor Bird
Councillor Calder
Councillor Dawes
Councillor Lamoon (Chair)
Councillor Odell
Councillor Verrill

Graham Margery from Dover Society sent apologies

75. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bedi, Cowan, Kember & Shread due to personal commitments. Councillor Collor due to ill health

76. DECLARATIONS OF INTEREST

Members applied to the Town Clerk for a dispensation in respect of agenda item 5, Planning Application 26/00766, on the grounds that the facility would be in the public interest and that the Council had agreed to take on its management/ownership once the works had been completed. The Town Clerk considered the request and granted the dispensation.

77. MINUTES

Committee noted the approved minutes of the meeting of the Planning Committee held on 7th July 2026 as resolved in Minute No.47 at the Town Council Meeting held 20th July 2026

78. DETERMINED PLANNING CONSENTS

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

Application No:	Address	Decision	Town Council Decision
25/00498	33 and 35 Castle Street, Dover, CT16 1PT	Granted	Object

Chair

26/00614	Ambulance Station, Winchelsea Road, Dover, CT17 9TT	Granted	Support
25/00467	33 and 35 Castle Street, Dover, CT16 1PT	Granted	Object
26/00431	Land Known as Leneys Field, Dover Grammar School for Boys, Astor Avenue, Dover, Kent	Granted	Support
26/00582	2 Coombe Valley Road, Dover, CT17 0EP	Granted	Support
26/00287	267 St Radigunds Road, Dover, CT17 0LD	Granted	Support
26/00508	7 Russell Street, Dover, CT16 1PX	Granted	Support
26/00634	140 Crabble Hill, Dover CT17 0SA	Granted	Not invited to consult
26/00578	Land outside 16 Biggin Street, Dover, CT16 1BD	Granted	Object
26/00591	65 Dour Street, Dover, CT16 1EN	Refused	Support
26/00662	9 Woods Place, Dover, CT17 0JW	Granted	Support
26/00634	140 Crabble Hill, Dover, CT17 0SA	Granted	Not invited to consult
26/00577	Land Outside 16, Biggin Street, Dover, CT16 1BD	Granted	Object

The Committee noted that the Clerk had written to Dover District Council requesting that, as a matter of common courtesy and best practice, the Town Council be consulted on all new Certificate of Lawfulness applications. As no response had been received, the Committee asked the Clerk to chase a response.

79. 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:

Application No: 26/00713
Proposal: Installation of a collection facility postal locker
194 Coombe Valley Road Dover CT17 0HG
Comment: Object. It is not clear from the plans whether the proposed collection facility would obstruct the pavement or impact pedestrian access. There is no clear site plan showing whether the lockers are within the property boundary

Application No: 26/00724
Proposal: Erection of external staircase to side elevation
18 - 19 Market Square Dover CT16 1NX
Comment: Object. The proposed staircase located in Gaol Lane and will narrow the lane, immediately off to the access ramp for the cinema raising concerns regarding public access and access for emergency vehicles.

Application No: 26/00730
Proposal: Erection of 20 flats, with associated access, amenity and parking and communal refuse areas, solar panels to roof, hard and soft landscaping (existing car park use to cease)
Albany Place Car Park Albany Place Dover CT17 9AU

Chair

Comment: Object. Insufficient parking provision associated with the application, which was considered not to be in keeping with Kent County Council parking standards and Dover District Council parking guidance. Kent County Council's parking standards state that parking provision should support the safe operation of the highway, and Dover's adopted guidance uses one space per unit for one- and two for bedroom flats as a starting point for residential parking provision. The proposal would remove 94 existing parking spaces and provide only 24 spaces for 20 flats, leaving a shortfall against the expected level of provision and reducing the overall availability of parking in the area. The Committee also noted concern that Dover District Council had granted permission for a nearby development of 29 flats with no parking at all, which will further add to parking pressure in the immediate area when that development is built out.

Application No: 26/00739
Proposal: Replacement windows
Godwyne Court Godwyne Road Dover CT16 1SR

Comment: Support

Application No: 26/00759
Proposal: Erection of a single storey rear extension and rear garage with additional parking (existing garage to be demolished)
215 Folkestone Road Dover CT17 9SL

Comment: Support

Application No: 26/00766
Proposal: Erection of playzone consisting of a non-fill synthetic carpet for football, sports fencing and goal recesses, floodlighting and hard standing
Playground Elms Vale Recreation Ground Elms Vale Road Dover Kent CT17 9PS

Comment: Neutral. Entirely in favour of, and supportive of, the proposal, noting that Dover Town Council has agreed to take on the responsibility of the facility once works have been completed. The council welcome the principle of providing a PlayZone facility and support the opportunity it would provide for the wider community. Members asked that consideration be given to inclusive design and safety for all users, including women and girls, and that practical measures such as rounded corners, wider gates, appropriate alarm systems and other safety features be considered to help ensure the facility is welcoming, accessible and safe for everyone.

Application No: 26/00767
Proposal: Display of non illuminated vinyl advertising banners
Playground Elms Vale Recreation Ground Elms Vale Road Dover CT17 9PS

Comment: Object. The Council objects to the proposed signs as submitted. The proposed vinyl banners are not considered sufficiently robust or durable and could quickly appear untidy if not properly maintained. The Council would be minded supporting a revised proposal for smaller signs made from a more robust material. Clarification is also requested as to who

Chair

would be responsible for the ongoing upkeep and maintenance of the signs. Why are separate signs required for each funder, advertisement is disproportionate.

Application No: 26/00768
Proposal: Construction of a playzone to existing ball court, painted macadam playing surface, fencing, goal recesses, floodlighting and hard standing
Multi Use Games Area Aycliffe Recreation Ground Old Folkestone Road Dover

Comment: Neutral. The Committee is supportive of the principle of improving the existing ball court and providing enhanced community sports facilities at Aycliffe Recreation Ground. Members noted, however, that this proposal did not appear to provide the same level of upgrade as the other PlayZone applications. The Committee asked that consideration be given to inclusive design and safety for all users, including women and girls, and that practical measures such as rounded corners, wider gates, appropriate alarm systems and other safety features be considered to help ensure the facility is welcoming, accessible and safe for everyone.

Application No: 26/00769
Proposal: Display of non-illuminated vinyl advertising banners
Multi Use Games Area Aycliffe Recreation Ground Old Folkestone Road Dover

Comment: Object. The Council objects to the proposed signs as submitted. The proposed vinyl banners are not considered sufficiently robust or durable and could quickly appear untidy if not properly maintained. The Council would be minded to support a revised proposal for smaller signs made from a more robust material. Clarification is also requested as to who would be responsible for the ongoing upkeep and maintenance of the signs. Why are separate signs required for each funder, advertisement is disproportionate

Application No: 26/00794
Proposal: Change of use to a Banking Hub with replacement ATM and installation a single condenser unit
25 Market Square Dover Kent CT16 1NG

Comment: Support

Application No: 26/00795
Proposal: Display of 1 externally illuminated fascia sign, 1 externally illuminated projecting sign, 5 internally illuminated marketing posters, 1 externally illuminated ATM sign, 1 CCTV sign, and 1 opening hours sign
25 Market Square Dover Kent CT16 1NG

Comment: Support

Application No: 26/00796
Proposal: Erection of playzone consisting of a non-fill synthetic turf for football, goal recesses, sports fencing floodlighting and hardstanding
Ball Court The Buckland Community Centre The Linces Recreation Field Sheridan Road Kent

Comment: Neutral. The Committee is supportive of the principle of providing improved community sports facilities at The Linces Recreation Field. Members asked that consideration be given to inclusive design and safety for all users, including women and girls, and that practical measures such as rounded corners, wider gates, appropriate alarm

Chair

systems and other safety features be considered to help ensure the facility is welcoming, accessible and safe for everyone. In addition what public consultation has been done on need for upgraded surface and locking of playzone which will reduce access to outdoor sports facility rather than the open access available now.

Application No: 26/00797

Proposal: Display of non illuminated vinyl advertising banners
Ball Court The Buckland Community Centre The Linces Recreation Field Sheridan Road Dover

Comment: Object. The Council objects to the proposed signs as submitted. The proposed vinyl banners are not considered sufficiently robust or durable and could quickly appear untidy if not properly maintained. The Council would be minded to support a revised proposal for smaller signs made from a more robust material. Clarification is also requested as to who would be responsible for the ongoing upkeep and maintenance of the signs. Why are separate signs required for each funder, advertisement is disproportionate

80. LATE PLANNING APPLICATIONS

Committee noted that there are no late planning applications

81. LICENSING

The Committee considered the following requests for Premises Licence

1) To enable the sale of alcohol between
10:00hrs to 23:00hrs, Monday to Saturday
09:00hrs to 22:30hrs, Sunday
The Salty Dog Harbour Café, The Clock Tower Building, Union Street, Dover, CT17 9BX

2) Review of Premises Licence

- the prevention of crime and disorder
- public safety
- the protection of children from harm

Knockabout, 26 Market Square, Dover, CT16 1NG

RESOLVED:

a) That Council support the application for a Premises Licence at The Salty Dog Harbour Café, The Clock Tower Building, Union Street, Dover, CT17 9BX for the sale of alcohol between 10:00hrs and 23:00hrs Monday to Saturday and 09:00hrs to 22:30hrs, Sunday.

b) That the Town Clerk requested Members to submit any evidence to the Clerk to enable the Committee to submit an evidence-based response in respect of the review of the Premises Licence for Knockabout, 26 Market Square, Dover, CT16 1NG.

Chair

82. CONSULTATIONS

The committee noted there were no consultations

83. URGENT DECISION

Committee noted Urgent Decision UD26/27-001 for consultee responses requiring submission to Dover District Council ahead of the relevant deadline.

84. DATE OF NEXT MEETING

The date of the next meeting to be held on 28th September 2026.

The meeting closed at 18.57 p.m.

Councillor J Lamoon
CHAIR

Chair