

# FOLKESTONE TOWN COUNCIL



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## AGENDA

Meeting: **Planning Committee**  
Date **Thursday 27 March 2025**  
Time **7.00pm**  
Place **Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.**

To: **The Planning Committee**  
(All other Councillors for information only)

**YOU ARE HEREBY SUMMONED** to attend a meeting of the Planning Committee on the date and at the time and place shown above to transact the business shown on the agenda below. The meeting will be open to the press and public.

Any member who wishes to have information on any matter arising on the agenda which is not fully covered in these papers is requested to contact the Town Clerk prior to the meeting.

**Mrs Toni Brenchley**  
Town Clerk

1. **APOLOGIES FOR ABSENCE**  
To receive and approve any apologies for absence.
2. **DECLARATIONS OF INTEREST**  
To receive any declarations of either personal or prejudicial interest that Members may wish to make.
3. **MINUTES**  
To receive the Minutes of the meeting of the Planning Committee held on 30 January 2025 and authorise the Chair of the Committee to sign them as a correct record.
4. **WEEKLY LIST**  
For Councillors to note the comments sent to Folkestone & Hythe District Council via the Weekly Lists dated 27 February 2025 and 11 March 2025.
7. **PLANNING APPLICATIONS**  
(See attached list)

## 8. PREMISES LICENCES

(See attached list)

## 9. LATE PLANNING APPLICATIONS

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

## 10. DATE OF NEXT MEETING

Thursday 24 April 2025.

### **Councillors on Committee:**

Councillor Charles Bain Smith

Councillor Bridget Chapman

Councillor Jane Darling

Councillor Laura Davison

Councillor Christine Dickinson

Councillor John Renshaw

### **Material Considerations:**

A material consideration is a matter that should be taken into account in deciding a planning application or on appeal against a planning decision. Material considerations can include (but are not limited to):

- Overlooking/loss of privacy
- Loss of light or overshadowing
- Parking
- Highway safety
- Traffic
- Noise
- Effect on listed building and conservation area
- Layout and density of building
- Design, appearance, and materials
- Government policy
- Disabled persons' access
- Proposals in the Development Plan
- Previous planning decisions (including appeal decisions)
- Nature conservation

However, issues such as loss of view, or negative effect on the value of properties are not material considerations.

There is no set list defining material considerations, the Local Planning Authority (Folkestone and Hythe District Council) will decide what is deemed to be 'material'.

*Parking available for Councillors from 6.00pm on the precinct area at the front of the Town Hall.*



## Folkestone Town Council

**Minutes of the Planning Committee Meeting held on Thursday 30 January 2025 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.**

**PRESENT: Councillors Charles Bain Smith, Laura Davison, John Renshaw, Jane Darling, Bridget Chapman, Christine Dickinson.**

In attendance: Mr Leo Griggs (25/0035/FH)

**OFFICERS PRESENT:** Georgina Wilson (Corporate Support Officer)

**1. APOLOGIES FOR ABSENCE**

There were no apologies.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. PLANNING COMMITTEE MEETING**

The Committee was asked to receive the Minutes of the meeting of the Planning Committee held on 17 December 2025 and to authorise the Chair of the Committee to sign them as a correct record.

**RESOLVED: That the Minutes of the meeting of the Planning Committee held on 17 December 2025 be received and that the Chair of the meeting be authorised to sign them as a correct record.**

Proposed: Councillor John Renshaw

Seconded: Councillor Bridget Chapman

Voting: F: 6, Ag: 0; Ab: 0

**4. WEEKLY LIST**

Councillors noted the comments sent to Folkestone & Hythe District Council via the Weekly Lists dated 19 December 2024 and 6 January 2025.

**5. STREET NAMING**

Councillors considered the proposed Street names suggested by the Developers for the new development in Cheriton and felt the proposed street names were acceptable.

**6. DRAFT TRANSPORT STRATEGY CONSULTATION**

Councillors will consider the Strategy and bring comments back to the next meeting.

**7. PLANNING APPLICATIONS**

Application no 25/0035/FH

Location Land Rear Of Earlscliffe Mews, Shorncliffe Road

Proposal Erection of a three-storey block of six residential flats together with associated parking facilities.

Closing date	05/02/2025
Comment	The Committee thanked Mr Griggs for attending the meeting and providing clarification on some points of the application. The Committee were still concerned about the windows being black UPVC windows and felt that they should be timber framed windows as this is a conservation area. There was also concern around amenity access to future residents which could be overcome with minor amendments to the proposal. Cllrs were also concerned about the fire safety of the proposal which need to be addressed but felt that overall, this would be a helpful development to the residents of Folkestone.
Application no	25/0007/FH
Location	The Southcliffe Hotel, 22-26 The Leas
Proposal	Part retrospective for new roof finishes to front, top, side, rear sections of main roof and all pitched and flat roof dormers.
Closing date	06/02/2025
Comment	Object, the slates are artificial and should be natural slate.
Application no	25/0005/FH
Location	The Southcliffe Hotel, 22-26 The Leas
Proposal	Listed Building Consent for new roof finishes to front, top, side, rear sections of main roof and all pitched and flat roof dormers.
Closing date	06/02/2025
Comment	Object, see comment for 25/0007/FH.
Application no	25/0058/FH
Location	Flat 1, 20 London Street
Proposal	Single storey rear extension
Closing date	10/02/2025
Comment	No objection
Application no	24/1650/FH
Location	Bus Station, Bouverie Square
Proposal	Change of use of existing Bus Station to outdoor park, including construction of new surfaces, seating areas and hard and soft landscaping
Closing date	12/02/2025
Comment	On balance, the Committee support this application however there are concerns for people with mobility issues transferring between buses due to the gradient, issues with

wind, facilities for bus drivers and members of the public; would the existing building be used to provide these facilities. There is an opportunity for the building to be used to benefit the local community by providing information especially to the elderly and vulnerable. Cllrs were concerned that there are no details on the play space, which is integral to this concept, more public consultation should take place with regard to what the public would like to see in this space and consideration should be given to the type of seating and furniture that should be used.

Application no	25/0074/FH
Location	Land Adjoining Broadmeadow Registered Care Centre, Park Farm Road
Proposal	Works to trees the subject of TPO No. 15 of 1998 T2 Sycamore & T5 Cherry Fell, T3 Sycamore & T6 Maple prune large deadwood, T7 Bay re-coppice close to ground level & T8 Holm Oak reduce overall height by a max of 3 meters.
Closing date	11/02/2025
Comment	No objection

#### **KCC APPLICATION**

Application no	KCC/FH/0121/2023
Location	Mcaleers Yard, Caesars Way
Proposal	Aggregate washing plant and erection of a workshop/office building to replace the existing open-sided shelter and removal of temporary office/welfare portacabins.
Closing date	13/02/2025
Comment	No objection

#### **PREMISES LICENCSE**

Application no	PR202501-112357
Location	Minutas Argentine Street Food & Bar, Folkestone Harbour, Harbour Approach Road
Proposal	Alcohol Sales Off & On Premise, Films, Indoor Sporting Events, Live Music, Recorded Music
Closing date	12/02/2025
Comment	No objection

### **8. LATE PLANNING APPLICATIONS**

Application no	24/2025/FH
Location	Former Rotunda Amusement Park, Plot C1, Marine Parade
Proposal	Reserved matters application relating to layout, access, scale and appearance, public open spaces, landscaping and play space of Plot C1 as approved under planning permission Y17/1099/SH for the erection residential units and associated amenity space, commercial space, car and cycle parking, landscaping, and plant.
Closing date	13/02/2025
Comment	Cllrs agreed to meet to discuss this further to agree a comment before the closing date.
Application no	25/0077/FH
Location	2A St Michaels Street
Proposal	Conversion and alterations to existing garage unit (use class B2) to create 1 no. 2 bedroom apartment (use class C3) with external amenity space and bin and bike storage. Alterations to rear extension and existing balcony above.
Closing date	14/02/2025
Comment	Object, the Committee felt the proposed screening for the bedroom does not fix the issue of privacy, the living space would have poor lighting. Some progress has been made but there are still issues that need to be addressed prior to approval, such as the noise disturbance from the flat above, light issues, privacy has not been overcome with the proposed barrier.
Application no	25/0105/FH
Location	South Kent Christian Community Church, 32 Cheriton Road
Proposal	Change of use of church and church hall into a two-bedroom house on two levels and a one-bedroom house on one level.
Closing date	17/02/2025
Comment	Object, the Committee felt the size of unit 1 was insufficient, there were concerns over the quality of the amenity which has not been addressed. There is limited head height in the proposed bedroom area of unit 1, the daylighting would be very awkward due to the low windows close to the floor on the mezzanine. A possible solution would be to have two single storey dwellings as the Committee welcome bringing the building back into use.

Application no 25/0108/FH/PA  
Location 42 Cheriton High Street  
Proposal Determination as to whether the prior approval of the Local Planning Authority is required under Schedule 2, part 3, Class G of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the change of use of the first-floor storage area to a 1 x 3 bed flat Class (C3).  
Closing date 17/02/2025  
Comment No objection

Application no 25/0117/FH  
Location Flat 4, 2 East Cliff Gardens  
Proposal Installation of rear facing dormer roof window into existing roofscape  
Closing date 18/2/25  
Comment No objection

#### **KENT COUNTY COUNCIL**

The Kent County Council  
(Various Roads) (District of Folkestone & Hythe)  
(Various Traffic Movements)  
(Consolidation) Order  
(Amendment No1) Order 2025

*7.5T weight limit (except for buses and access), change a section of Middleburg Square from one way to two-way traffic, place a bus gate and lane on Cheriton Road and Middleburg Square and close up a section of Foresters Way, remove the bus restriction and make one way for all traffic due to the new road layout on Cheriton Place, Cheriton Road, Foresters Way and Middleburg Square.*

**Comment** No objection

The Kent County Council  
(Various Roads, Folkestone & Hythe)  
(Waiting Restrictions and Street Parking Places)  
(Consolidation) Order 2021  
(Amendment No33) Order 2025

*Double yellow lines (DYL) waiting restrictions on the following roads: Bouverie Place, Bouverie Road West, Bouverie Square, Broadmead Road, Cheriton Gardens, Cheriton Road, Foresters Way, Middelburg Square, Radnor Park Road, Shorncliffe Road and Shellons Street.*

**Comment** No objection

The Kent County Council

(Various Roads, Folkestone & Hythe) (Speed Limits)  
(Consolidation) Order 2020  
(Amendment No8) Order 2025

*Introduce a 20MPH speed limit on the following roads: Albion Mews Road, Alexandra Gardens, Bouverie Place, Bouverie Square, Cheriton Gardens, Cheriton Place (2034), Church Street, Foresters Way, Gloucester Place, Guildhall Street, Middelburg Square, Millfield, Oxford Terrace, Shellons Street, St Eanswythe Way, Rendezvous Street, Sandgate Road and Shorncliffe Road.*

**Comment**                      No objection

**6.      DATE OF NEXT MEETING**

Thursday, 27 February 2025 at 7pm.

The meeting concluded at 9.10pm.

..... **Chair**



FOLKESTONE TOWN COUNCIL  
PLANNING LIST 27 FEBRUARY 2025

Application no	25/0148/FH
Location	Land Adjoining Church and Dwight, Caesars Way
Proposal	Removal of condition 28 (details of proposed new position for relocation of the existing Stoddart Road bus stop, details for provisions of raised kerb and bus stop clearway road markings prior to development beyond slab level) to allow bus route and bus stop to remain at current location of planning permission 22/1719/FH
Closing date	06/03/2025
Comment	No Objection
Application no	24/0484/FH
Location	1-6 Clifton Hotel, Clifton Gardens
Proposal	Installation of replacement windows to the 1st and 4th floor.
Closing date	06/03/2025
Comment	Object. This is a re-application of 24/0336/FH from 25 April 2024 using the same Heritage Statement. No reference to the previous Objections, which are not mentioned. UPVC windows are not appropriate in the Town's Conservation Area.
Application no	25/0141/FH
Location	Flat A, 197 Sandgate Road
Proposal	Replacement Windows and French Doors to Front Elevation
Closing date	13/03/2025
Comment	Object. The proposed UPVC windows and French doors are not appropriate in the Conservation Area.
Application no	25/0226/FH/TCA
Location	59 Earls Avenue
Proposal	Situated in a Conservation Area - T1 Beech- remove limb growing over boundary. T2 Cherry- reduce to previous reduction points (1.5m all round reduction). T3 Lime- remove major deadwood. T4 Prunus- prune canopy back, 1 meter side reduction
Closing date	21/03/2025
Comment	No Objection. Ideally, the proposal should have included photos of the trees in question.
Application no	25/0197/FH
Location	Le Choix, The Bayle

Proposal                      Erection of a garden annexe  
Closing date                04/03/2025  
Comment                     Object. There does not appear to be anything in the plans about  
wastewater and sewage drainage from the new building.

Application no              25/0216/FH  
Location                    28 Neptune Drive  
Proposal                    Erection of single storey side and rear extension  
Closing date                02/03/2025  
Comment                    No Objection.

Application no              25/0213/FH  
Location                    13 Beachborough Road  
Proposal                    Erection of detached garage/workshop space to rear garden  
Closing date                05/03/2025  
Comment                    No Objection, on condition that the garage and workshop are  
not used for any commercial purposes.

Application no              25/0192/FH  
Location                    13 Cherry Garden Lane  
Proposal                    Front porch extension, first floor side extension with Juliette  
balcony, including replacement windows  
Closing date                05/03/2025  
Comment                    Object. The proposed side extension would overshadow the  
neighbouring garden.

Application no              25/0151/FH  
Location                    Land to the north of Tile Kiln Lane  
Proposal                    Erection of a gas governor kiosk, a new vehicular access, one  
parking space and landscaping  
Closing date                05/03/2025  
Comment                    No Objection, subject to implementation of the requirements and  
recommendations from the Environment Agency.

Application no              25/0255/FH  
Location                    Folkestone Harbour, Harbour Approach Road  
Proposal                    Temporary Planning Permission for 8 years for the erection of a  
single storey side extension to provide facilities to customs house  
Closing date                20/03/2025  
Link                         No Objection.

Application no              25/0254/FH  
Location                    Folkestone Harbour, Harbour Master House, Harbour Approach  
Road

Proposal Temporary Planning Permission for 8 years for the erection of a single storey lean to rear extension  
Closing date 10/03/2025  
Comment No Objection.

Application no 25/0237/FH  
Location Ground Floor Business Premises, 49 Bouverie Road West  
Proposal The replacement of the existing powder coated aluminium shop front, installed without the property owner's consent, with a new painted timber shop front  
Closing date 20/03/2025  
Comment No Objection. The Committee are pleased to note the proposed improvements to the shop front, which are much more appropriate given that the shop is located in the Town's Conservation Area.

#### **PREMISES LICENCE**

Application no PR202502-113481  
Location The Old Cigar and Olive, 12-14 Rendezvous Street  
Proposal Films, Indoor Sporting Events, Live Music, Recorded Music, Performances of Dance, Other Entertainment Involving Music or Dance, Provision of Late-Night Refreshment, Sale by retail of Alcohol ON & OFF Sales  
Closing date 12/03/2025  
Comment No Objection.

FOLKESTONE TOWN COUNCIL  
LATE LIST 27 FEBRUARY 2025

Application no 25/0291/FH  
Location 68 Coniston Road  
Proposal Single Storey Rear Extension  
Closing date 14/03/2025  
Comment No Objection.

Application no 25/0295/FH/PA  
Location 22 - 24 Cheriton Gardens  
Proposal Determination as to whether the prior approval of the Local Planning Authority is required under Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the change of use & conversion from office (Class E) to residential (Class C3) to 2 studio flats, 5 x 1 bed & 1 x 2 bed dwellings  
Closing date 14/03/2025  
Comment No Objection.

Application no 25/0247/FH  
Location 23 Broadfield Road  
Proposal Conversion of semi-detached house into 2 separate houses to include fence, bin store and grasscrete surface  
Closing date 20/02/2025  
Comment No Objection

Application no 25/0260/FH  
Location 167 Shorncliffe Road  
Proposal Erection of a single storey rear extension  
Closing date 18/03/2025  
Comment No Objection.

Application no 25/0268/FH  
Location 125 Sandgate Road  
Proposal Provision of new first floor front windows to No.125, Sandgate Road in conjunction with approved works under planning consent no.24/1678/FH & conversion of first floor offices into a self-contained flat, plus the replacement of the current roof covering & a minor change to the approved rear second floor window

	replacement (as approved under planning consent no.24/1260/FH)
Closing date	18/03/2025
Comment	Objection. The use of artificial slates in the Conservation Area. Natural slates would conserve and enhance the character of the Conservation Area.

## FOLKESTONE TOWN COUNCIL WEEKLY LIST

11 March 2025

Planning Applications that will have closed for comment by the time of the next Planning Committee Meeting.

Application no	25/0321/FH
Location	The Look Out, Crete Road West
Proposal	Side extension elevated on stilts with a glass corridor link, connecting to the existing building with the addition of a roof terrace
Closing date	19/03/2025
Link	<a href="#">Planning Application: 25/0321/FH</a>
Comment	No Objection
Application no	25/0347/FH
Location	Flat 1, 8 Earls Avenue
Proposal	Situated in a Conservation Area - T1 Sycamore - Reduction by approx. 2m in height and 1m lateral
Closing date	19/03/25
Link	<a href="#">Planning Application: 25/0347/FH</a>
Comment	No Objection
Application no	25/0293/FH
Location	The Manor Office, 43 Castle Hill Avenue
Proposal	Works to tree the subject of TPO No 01 of 1971 Giselinia - lateral reduction by 5 metres of branches to the side of The Manor Office situated in a Conservation area
Closing date	21/03/25
Link	<a href="#">Planning Application: 25/0293/FH</a>
Comment	No Objection
Application no	25/0225/FH
Location	Master Williams Place, Formerly Queens House, Guildhall Street
Proposal	Advertisement consent for internally illuminated vertical sign & circular fascia picture sign
Closing date	19/03/25
Link	<a href="#">Planning Application: 25/0225/FH</a>
Comment	Object. We support the illuminated sign and the commemoration in the naming of the building but feel the inclusion of the photograph, however lovely an image it undoubtedly is, doesn't strike the civic tone needed. We feel that for the sake of

neighbours' and occupant's amenities, the illumination should be on a timer to be turned off between 100pm and 6.00am.

Application no 25/0350/FH/TCA  
Location Flat D, 35 Westbourne Gardens  
Proposal Works to trees in a Conservation area comprising of T1 Pinus Nicra remove major deadwood, T2,3 &4 Cherry Plums fell to ground level and poison stumps, T5 Purple Leaf Prunus reduce all around by 2 metres, G1 section of privet and beech hedge and a dead section of box fell to ground level  
Closing date 20/03/25  
Link [Planning Application: 25/0350/FH/TCA](#)  
Comment Object. G1 Beach and Box hedge make a positive contribution to the character of the conservation area. Their total removal would result in harm.

Application no 25/0155/FH  
Location 1 Copthall Gardens  
Proposal Replacement roof system to rear with rooflight, partially glazed/brickwork facade to rear elevation, reconfigured window to rear and integration of new rooflight and glazed rear doors  
Closing date 22/03/25  
Link [Planning Application: 25/0155/FH](#)  
Comment No Objection

Application no 25/0354/FH  
Location 40 Earls Avenue  
Proposal Sub-division of the lower ground floor flat into two flats, and the replacement of all the windows in east (rear) elevation  
Closing date 03/04/25  
Link [Planning Application: 25/0354/FH](#)  
Comment Object. The principle of subdividing the Lower Ground Floor is acceptable. However the replacement of Victorian timber windows with UPVC would not preserve or enhance the conservation area. It would result in an adverse change of character and is an unsustainable material.

Application no	25/0399/FH
Location	76 Surrenden Road
Proposal	Single storey rear extension and raised platform to the rear
Closing date	28/03/25
Link	<u><a href="#">Planning Application: 25/0399/FH</a></u>
Comment	No Objection



## FOLKESTONE TOWN COUNCIL

Planning Applications for the meeting of the Planning Committee on Thursday 27<sup>th</sup>  
March 2025 at 7pm.

Application no	25/0421/FH
Location	43 Sandgate Road
Proposal	Replace certain internal timber doors to comply with Health & Safety and Security and repairing others.
Closing date	08/04/2025
Link	<a href="#">Planning Application: 25/0421/FH</a>
Application no	25/0428/FH/GPD
Location	10 Penfold Road
Proposal	Notification under the Town and Country Planning (General Permitted Development) (England) Order 2015 for a single storey rear extension.
Closing date	02/04/2025
Link	<a href="#">Planning Application: 25/0428/FH/GPD</a>
Application no	24/1931/FH
Location	Flat 1, 30 Grimston Gardens
Proposal	Retrospective application for the erection of garden wall including railings, double gate to the front and single side gate and installation of a new window.
Closing date	17/04/2025
Link	<a href="#">Planning Application: 24/1931/FH</a>
Application no	25/0374/FH
Location	Flat 6, 17 Grimston Gardens
Proposal	Replacement of 6no. windows.
Closing date	08/04/2025
Link	<a href="#">Planning Application: 25/0374/FH</a>
Application no	25/0459/FH
Location	63 Sandgate Road
Proposal	Retrospective installation of extraction and filtration equipment, silencers and air intakes on rear roof.
Closing date	08/04/2025
Link	<a href="#">Planning Application: 25/0459/FH</a>

Application no 25/0457/FH  
Location 7 Dennis Way  
Proposal Hip to gable loft conversion with rear flat roof dormer.  
Closing date 08/04/2025  
Link [Planning Application: 25/0457/FH](#)

#### **PREMISES LICENCE**

Application no PR202502-114006  
Location 4 Cheriton High Street  
Proposal Recorded Music, Alcohol ON & OFF Sales.  
Closing date 07/04/2025  
Link [Process: PR202502-114006](#)

Application no PR202502-113936  
Location The Blind Pig, 61 Tontine Street  
Proposal Films, Plays, Recorded Music, Alcohol ON & OFF Sales.  
Closing date 09/04/2025  
Link No link available