

# FOLKESTONE TOWN COUNCIL



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## AGENDA

Meeting: **Planning Committee**  
Date: **Thursday 29 May 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 24 April 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 2 May 2025 and 13 May 2025.

## 5. CHANGE IN MEETING SCHEDULE

The Committee is asked to consider altering the Meetings of the Planning Committee to three weekly to better align with Planning Application closing dates. Proposed new Meeting dates attached.

## 6. PLANNING APPLICATIONS

(See attached list)

## 7. RE-CONSULTATIONS

(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 26 June 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 24 April 2025 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.**

**PRESENT:** Councillors Charles Bain Smith, John Renshaw, Jane Darling, Christine Dickinson, Belinda Walker (Sub for Cllr Bridget Chapman).

**OFFICERS PRESENT:** Liz Timmins (Communities and Grants Officer)

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bridget Chapman and Laura Davison. Cllr Belinda Walker attended the meeting in place of Cllr Chapman

**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 27 March 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 27 March 2025 be received and that the Chair of the meeting be authorised to sign them as a correct record.**

Proposed: Councillor J Renshaw

Seconded: Councillor C Dickinson

Voting: F: 5, Ag: 0; Ab:0

**4. WEEKLY LIST**

Councillors noted the comments sent to Folkestone & Hythe District Council via the Weekly Lists dated 26 March 2025.

**5. PLANNING APPLICATIONS**

Application no	25/0629/FH
Location	154 Canterbury Road
Proposal	Change of use from C3 dwellinghouse to 8 bed HMO for 8 persons (Sui Generis), erection of a rear extension and alterations of single storey roof at the rear.

Closing date	29/04/2025
Comment	No objection

Application no	25/0637/FH
Location	310 Dover Road
Proposal	Erection of side dormer with hip-to-gable rear roof extension, including rooflights.
Closing date	27/04/2025



Comment	Object – the large proposed south facing window would have an adverse impact on the amenities and privacy of the rear garden of 308, the adjacent property to the south.
Application no	25/0630/FH
Location	60 Wear Bay Road
Proposal	Conversion of existing detached dwelling to a pair of semi-detached dwellings with balconies to front and associated landscaping.
Closing date	28/04/2025
Comment	No objection
Application no	25/0670/FH/GPD
Location	8 Coolinge Lane
Proposal	Notification under the Town and Country Planning (General Permitted Development) (England) Order 2015 for a single storey rear/side extension & replacement porch.
Closing date	30/04/2025
Comment	No objection
Application no	25/0666/FH
Location	11 St Michaels Street
Proposal	Loft Conversion
Closing date	30/04/2025
Comment	Object – no objection to the principle of converting the attic, however the proposed dormer to the street would make an unsightly obtrusion to an otherwise uniform terrace, by virtue of its position in line with the plane of the front wall and its balconette form.
Application no	25/0575/FH
Location	Flat B, 7 Grimston Avenue
Proposal	Erection of rear extension
Closing date	01/05/2025
Comment	No objection
Application no	25/0516/FH
Location	89A Sandgate Road
Proposal	Change of use from offices (Class E) to 10 bedroom 10 person HMO (Sui-Generis)
Closing date	01/05/2025

Comment	No objection – the Council support the application but note there are no clear proposals for refuse collection and bike storage.
Application no	24/1591/FH
Location	Flat 11, 3 Trinity Crescent
Proposal	Retrospective application for the replacement of a fixed glazed roof light with an extension to dormer window to create a double dormer window on the side/north elevation.
Closing date	01/05/2025
Comment	Object – the Town Council maintains its previous objection
Application no	25/0588/FH
Location	Rostrum House, Cheriton Place
Proposal	Erection of second floor to include terrace and addition of solar panels.
Closing date	15/05/2025
Comment	No objection
Application no	25/0692/FH
Location	Premier Inn, Cherry Garden Lane
Proposal	Variation of Condition 12 (details of electric vehicle charging ports) of planning permission 24/1015/FH to allow for a reduction in charging ports.
Closing date	15/05/2025
Comment	No objection
Application no	25/0562/FH
Location	Flat A, 32 Morehall Avenue
Proposal	Single storey rear extension.
Closing date	05/05/2025
Comment	No objection
Application no	25/0706/FH
Location	86 Shaftesbury Avenue
Proposal	Demolition of existing flat roof annex/garage and construction of proposed annexe with pitched roof.
Closing date	03/05/2025
Comment	No objection
Application no	25/0605/FH
Location	Castle House, Castle Hill Avenue
Proposal	New security fencing & gates to existing rear car park.

Closing date	15/05/2025
Comment	No objection
Application no	25/0677/FH
Location	121 Dover Road
Proposal	Change of use from mixed use (ground floor takeaway with residential flat above) to a 7 bedroom (HMO).
Closing date	07/05/2025
Comment	Object – on the grounds of amenities to future occupants, the kitchen in the basement has very little light and ventilation and the top two bedrooms have little head height and are cramped. Overall, this appears to be an over intensive proposal for the site.
Application no	25/0676/FH
Location	11 Marine Parade
Proposal	Conversion of property into 6 x self contained flats together with external refurbishment, insertion of skylights and internal reconfiguration.
Closing date	13/05/2025
Comment	No objection
Application no	25/0682/FH
Location	11 Marine Parade
Proposal	Listed building consent for conversion of property into 6 x self contained flats together with external refurbishment, insertion of skylights and internal reconfiguration.
Closing date	13/05/2025
Comment	No objection

## 6. RE-CONSULTATIONS

Application no	25/0158/FH
Location	Former Rotunda Amusement Park, Plots F1, F2, G1, G2 and H, Marine Parade
Proposal	Application for all Reserved Matters (Layout, Access, Scale, Appearance, and Landscaping) of Phases 5 and Phase 6 comprising Plots F1, F2, G1, G2, and H and 'the harbour' public realm for the erection of residential dwellinghouses, commercial space, associated car and cycle parking, landscaping, playspace, public realm and associated services, amenities and plant AND the discharge of conditions 8 (Public Open Space), 9 (Water



	Use) 20 (Biodiversity), 21 (Wind Flow Mitigation), and 27 (Surface Water Drainage), pursuant to S73 outline planning permission Y17/1099/SH
Closing date	07/05/2025
Comment	Object – although we appreciate that some alterations have been made in the right direction, these have not been sufficient to overcome our original objections.

## 7. PREMISES LICENCES

Application no	PR202503-115005
Location	Harbour Fish Bar, 1-3 Lower Sandgate Road
Proposal	Alcohol ON Sales Only
Closing date	06/05/2025
Comment	No objection

Application no	PR202503-115035
Location	Mama Stores, 119 Sandgate Road
Proposal	Alcohol OFF Sales Only
Closing date	06/05/2025
Comment	No objection

Application no	PR202503-115318
Location	Knowing Meat Knowing You Harbourside, Folkestone Harbour, Harbour Approach Road
Proposal	Recorded Music, Provision of late Night Refreshment, Alcohol Sales ON & OFF Sales
Closing date	06/05/2025
Comment	No objection

## 8. LATE PLANNING APPLICATIONS

Application no	25/0715/FH
Location	1-3 Risborough Lane
Proposal	Conversion and change of use of retail and storage areas to residential flat on lower floors. Internal alterations to upper existing flat.
Closing date	08/05/2025
Comment	Object – loss of employment floor space on the ground floor, the kitchen to flat 1 has no natural light or ventilation which would adversely affect the amenities of future occupants.

9. **DATE OF NEXT MEETING**  
Thursday, 29 May 2025 at 7pm.

The meeting concluded at 8.40 pm.

..... Chair



FOLKESTONE TOWN COUNCIL WEEKLY LIST  
2 May 2025

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

Application no	25/0816/FH/TCA
Location	12 Augusta Gardens
Proposal	Works to trees in a Conservation area comprising of Palm crown lift by 1.5 to 2 metres.
Closing date	22/05/2025
Link	<a href="#">Planning Application: 25/0816/FH/TCA</a>
Comment	Objection: there is no sketch plan.

Application no	25/0806/FH
Location	Flat 5, 11 Clifton Crescent
Proposal	Listed Building Consent for replacement balustrade.
Closing date	22/05/2025
Link	<a href="#">Planning Application: 25/0806/FH</a>
Comment	It is a great pity that the original balcony was taken away. The new design is perhaps more in keeping than a glass one currently in existence.

## FOLKESTONE TOWN COUNCIL WEEKLY LIST

13 May 2025

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

Application no 25/0748/FH  
Location Basement Flat, Folkestone Prime Court, 9 Trinity Crescent  
Proposal Conversion of three rooms into a self-contained 2-bedroom apartment.  
Closing date 27/05/2025  
Link [Planning Application: 25/0748/FH](#)  
Comment Objection. There appears to be a lack of sufficient ventilation and light in the kitchen and living areas, which is concerning.

Application no 25/0867/FH  
Location 43 Sandgate Road  
Proposal Installation of main illuminated fascia sign, 2 illuminated projecting signs, 1 atm illuminated tablet sign and 1 illuminated address plaque.  
Closing date 10/06/2025  
Link [Planning Application: 25/0867/FH](#)  
Comment No Objection

Application no 25/0766/FH  
Location 43 Sandgate Road  
Proposal Advertisement consent for a replacement illuminated ATM tablet for new branding.  
Closing date 30/05/2025  
Link [Planning Application: 25/0766/FH](#)  
Comment No Objection

### PREMISES LICENCES

Application no PR202504-115993  
Location Green Papaya Kitchen, 22 Cheriton High Street  
Proposal Recorded Music, Alcohol ON & OFF Sales  
Closing date 26/05/2025  
Link [Process: PR202504-115993](#)  
Comment No Objection

Application no	PR202504-116179
Location	Hulas Beach Shack, Folkestone Harbour, Harbour Approach Road
Proposal	Recorded Music, Live Music, Alcohol ON & OFF Sales, Other entertainment involving music or dance
Closing date	26/05/2025
Link	No details available
Comment	Noted – no details

## RECONSULTATION

Application no	24/ 1591/FH
Location	Flat 11, 3 Trinity Crescent
Proposal	Retrospective application for the replacement of a fixed glazed roof light with an extension to dormer window to create a double dormer window on the side/north elevation.
Amendment	Amended plans added 08.05.2025
Closing date	22/05/2025
Link	<a href="#">Planning Application: 24/1591/FH</a>
Comment	Object. The submission of two new drawings do not materially change the strength of this application.



# Folkestone Town Council

## Proposed New Dates for Planning Committee Meetings

	Proposed Planning Committee
	19.00 (Thursday)
June 2025	19
July 2025	10
July 2025	31
August 2025	14
September 2025	11
October 2025	2
October 2025	16
November 2025	6
December 2025	4
	(three weeks after this is Christmas Day)
January 2026	8
January 2026	29
February 2026	19
March 2026	19
April 2026	2
April 2026	23
May 2026	14

Three weeks after 29 May Meeting

## FOLKESTONE TOWN COUNCIL

Planning Applications for the meeting of the Planning Committee on Thursday 29<sup>th</sup> May 2025 at 7pm

Application no 25/0590/FH  
Location Flat C, 98 Bouverie Road West  
Proposal Replacement of windows from timber to UPVC at the front elevation.  
Closing date 05/06/2025  
Link [Planning Application: 25/0590/FH](#)

Application no 25/0877/FH  
Location 1 Grimston Gardens  
Proposal Situated in a Conservation Area - T1 Bay- crown reduce all around by 1-2 meters. T2 Holly- reduce in height by approx. 3-4 meters. G1 and G2 mixed species shrubs- to be cut pruned and shaped all around by 1-2 meters and to be crown lifted off the footpath to a height of 3m.  
Closing date 03/06/2025  
Link [Planning Application: 25/0877/FH/TCA](#)

Application no 25/0831/FH  
Location Flat 1, 30 Grimston Gardens  
Proposal Retrospective application for timber office pod in front garden. (Resubmission of planning application 24/0875/FH).  
Closing date 04/06/2025  
Link [Planning Application: 25/0831/FH](#)

Application no 25/0876/FH  
Location 104 Sandgate Road  
Proposal Advertisement consent for 1no. new internally illuminated projecting hanging sign and 1no. new internally illuminated fascia sign.  
Closing date 09/06/2025  
Link [Planning Application: 25/0876/FH](#)

Application no 25/0911/FH  
Location 2 Broadfield Road  
Proposal Works to trees subject to TPO No 13 of 1991, T1 Common Beech, Cut back 2 metres side growth. Cut back the drive side by the

Application no	25/0911/FH
Location	2 Broadfield Road
Proposal	Works to trees subject to TPO No 13 of 1991, T1 Common Beech, Cut back 2 metres side growth. Cut back the drive side by the same amount and shape into the canopy. T2 Silver Birch, fell to ground level.
Closing date	08/06/2025
Link	<a href="#">Planning Application: 25/0911/FH</a>
Application no	25/0878/FH/TCA
Location	2 Albion Villas
Proposal	Works to trees in a Conservation Area comprising of T1 Holm Oak crown reduce by approx. 3-4 metres, T2 Magnolia fell to ground level, T3 Bay fell to ground level & T4 Laburnum reduce all around by approx. 1 metre.
Closing date	09/06/2025
Link	<a href="#">Planning Application: 25/0878/FH/TCA</a>
Application no	25/0896/FH
Location	1 Broadview
Proposal	Erection of a combined rear extension and replacement garage.
Closing date	09/06/2025
Link	<a href="#">Planning Application: 25/0896/FH</a>
Application no	25/0825/FH
Location	St Peter's Church, The Durlocks
Proposal	Alterations to fleche
Closing date	12/06/2025
Link	<a href="#">Planning Application: 25/0825/FH</a>

#### **PREMISES LICENCE**

Application no	PR202505-116564
Location	Pomus Folkestone, 53 Tontine Street
Proposal	Recorded Music, Alcohol ON & OFF Sales
Closing date	09/06/2025
Link	No details available