

# FOLKESTONE TOWN COUNCIL



The Town Hall  
1-2 Guildhall Street  
Folkestone  
Kent  
CT20 1DY

Telephone: (01303) 257946  
Email: [enquiries@folkestone-tc.gov.uk](mailto:enquiries@folkestone-tc.gov.uk)  
Web: [www.folkestone-tc.gov.uk](http://www.folkestone-tc.gov.uk)

Date of Publication: 2 January 2026

## AGENDA

Meeting: **Planning Committee**  
Date: **Thursday 8 January 2026**  
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 4 December 2025 and authorise the Chair of the Committee to sign them as a correct record.

**4. PLANNING APPLICATIONS**

(See attached list)

**5. PREMISES LICENCES**

(See attached list)

## 6. LATE PLANNING APPLICATIONS

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

## 7. DATE OF NEXT MEETING

Thursday 29 January 2026

### **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 4 December 2025 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.**

**PRESENT:** Councillors Liz McShane, Jane Darling, Bridget Chapman (Chair), Christine Dickinson.

**APOLOGIES:** Councillors Charles Bain Smith and John Renshaw.

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

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Charles Bain Smith and John Renshaw.

**2. ELECTION OF CHAIR**

In the absence of the Chair and Vice-Chair of the Planning Committee, Councillors were asked to vote in a Chair of the Meeting.

**RESOLVED:** That Councillor Bridget Chapman be elected Chair of the Meeting in the absence of the Chair and Vice Chair.

Proposed: Councillor Christine Dickinson

Seconded: Councillor Jane Darling

Voting: F: 4, Ag: 0; Ab: 0

**3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**4. PLANNING COMMITTEE MINUTES**

The Committee were asked to receive the Minutes of the meeting of the Planning Committee held on 6 November 2025 and to authorise the Chair of the Meeting to sign them as a correct record.

**RESOLVED:** That the Minutes of the meeting of the Planning Committee held on 6 November 2025 be received and that the Chair of the Meeting be authorised to sign them as a correct record.

Proposed: Councillor Jane Darling

Seconded: Councillor Christine Dickinson

Voting: F: 4, Ag: 0; Ab: 0

## 5. PLANNING APPLICATIONS

Application no	25/2031/FH/GPD
Location	23A Foreland Avenue
Proposal	Notification under the Town and Country Planning (General Permitted Development) (England) Order 2015 for a single storey rear extension.
Closing date	26/11/2025
Comment	No Objection, however neighbouring properties may wish to research their rights under party structures notice. The extension would restrict the ability to maintain parts of their properties because it leaves a very narrow gap between the new structure and their walls.
Application no	25/1867/FH
Location	Enbrook Manor House, Risborough Lane
Proposal	Works to trees subject of TPO No 04 of 2002 comprising of, felling of T1 Apple, T2 Cypress, T3 Conifer. T4 group of Sycamores prune back to previous points. T5 Laurel remove 2 large stems off main trunk. T6 reduce Camellia by 1.5 metres height & 0.5 metres laterally. T7 remove dead from Sycamore.
Closing date	28/11/2025
Comment	No objection provided they follow the advise provided by the Tree Officer, with special notice to the replanting of replacement trees.
Application no	25/1997/FH
Location	Snowdrop Walk, Shorncliffe Road
Proposal	Works to trees subject of TPO No 01 of 1972 Snowdrop Walk collective prescription (unknown species) reduce crowns to give 1.5 metres horizontal clearance.
Closing date	27/11/2025
Comment	No objection
Application no	25/2039/FH/PA
Location	Telecommunications Centre & Land Adjoining Stanley Road
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 a change of use from commercial, business and service (Use Class E) to 5 x 1 bed studio flats (Class C3).
Closing date	28/11/2025

Comment	No objection
Application no	25/2027/FH
Location	15A Pelham Gardens
Proposal	Single storey side and rear extensions, front canopy roof extension following demolition of garage.
Closing date	01/12/2025
Comment	No objection
Application no	25/1476/FH
Location	Flat 303, The Metropole, The Leas
Proposal	Listed building consent for the retrospective application for the retention of french doors.
Closing date	01/12/2025
Comment	Object. The configuration lines of the original fenestration have been disrupted in the proposed with the division between the fanlight above the door and the door raised above the line of the adjacent windows. We can understand the desire to do this for practical reasons but a new door could be sensitively designed so that both the fanlight and the glazing beneath it act as a single opening unit. We note that a correction was made, confirming the proposed new windows to be made in timber rather than upvc which would be completely inappropriate.
Application no	25/1860/FH
Location	Flat 2, 18 Julian Road
Proposal	Single storey extension.
Closing date	02/12/2025
Comment	Object. The principle of creating a new unit of this general form is acceptable but the alterations to the existing fabric in terms of its fenestration do not represent an appropriate design. The appearance should respect the building in form and material. The application also shows no detail of the adjoining flats so it is not possible to understand how they may be affected by changes to their room configurations.
Application no	25/2041/FH
Location	94 Bouverie Road West
Proposal	Change of use from a care home (C2) to a single dwellinghouse (C3).
Closing date	03/12/2025

Comment	No objection, the Committee are supportive of this application.
Application no	25/2059/FH/TCA
Location	201 Sandgate Road
Proposal	Works to trees in a conservation area comprising of group of Conifers. Top Conifers to previous cut points and reduce lateral limbs back by 1 - 2metres (both sides).
Closing date	05/12/2025
Comment	No objection
Application no	25/2032/FH
Location	1-8 Evelyn House, 96-98 Guildhall Street
Proposal	Replacement of existing uPVC windows with new uPVC windows.
Closing date	03/12/2025
Comment	No objection
Application no	25/1957/FH
Location	Highgate House, Radnor Cliff Crescent
Proposal	Works to tree subject of TPO No 18 of 2000 T1 Holm Oak fell to ground level.
Closing date	04/12/2025
Comment	Object. The tree is subject to a TPO and is a good viable specimen. No justification has been given to its felling.
Application no	25/2043/FH
Location	13 Joyes Road
Proposal	Retrospective application for the erection of a raised patio, balustrading and area for bbq.
Closing date	04/12/2025
Comment	No objection
Application no	25/1948/FH
Location	28-30 Sandgate Road
Proposal	Change of use to an arcade incorporating bingo (Sui Generis) including alterations to shopfront.
Closing date	05/12/2025
Comment	Object. The proposed shopfront would display colourful images of gambling visible to children etc
Application no	25/1797/FH
Location	Land Rear of 16 Julian Road

Proposal	Residential development comprising of 2 x 2 bedroom apartments and 4 x 1 bedroom apartments.
Closing date	08/12/2025
Comment	No objection
Application no	25/1994/FH/TCA
Location	1 Grimston Avenue
Proposal	Works to trees in a Conservation Area comprising of G1 fell 6 Conifers and removal of multiple small Privet and Elder.
Closing date	09/12/2025
Comment	Object. It is impossible to judge which trees are affected from the poor quality of information provided.
Application no	25/2055/FH
Location	Rhodesia House, 2 Clifton Crescent
Proposal	Change of use and refurbishment from hotel (Class C1) to 5 self contained flats (Class C3) following fire damage.
Closing date	09/12/2025
Comment	No objection. The application is welcomed and the proposed internal layout alterations appear to be appropriate. However we have concerns given this is a Grade II listed building that the interior features should remain protected. A condition relating to an agreed schedule of strip-out would be appropriate.
Application no	25/2058/FH
Location	Rhodesia House, 2 Clifton Crescent
Proposal	Listed Building Consent for the change of use and refurbishment from hotel (Class C1) to 5 self-contained flats (Class C3) following fire damage.
Closing date	09/12/2025
Comment	No objection. The application is welcomed and the proposed internal layout alterations appear to be appropriate. However we have concerns given this is a Grade II listed building that the interior features should remain protected. A condition relating to an agreed schedule of strip-out would be appropriate.
Application no	25/2033/FH
Location	11 Marine Parade

Proposal	Conversion of property into 6 x self-contained flats together with external refurbishment and internal reconfiguration.
Closing date	09/12/2025
Comment	No objection
Application no	25/2042/FH
Location	11 Marine Parade
Proposal	Listed Building Consent for conversion of property into 6 x self contained flats together with external refurbishment and internal reconfiguration.
Closing date	09/12/2025
Comment	No objection
Application no	25/2102/FH
Location	69 Sandgate Road
Proposal	Retrospective application for the Installation of external flue on rear elevation.
Closing date	11/12/2025
Comment	Maintain our previous comment, 'No objection, however the Committee would encourage the applicant to take note of neighbours' concerns.'
Application no	25/2076/FH
Location	9 Audley Road
Proposal	Retrospective application for the enlargement of existing single storey rear extension.
Closing date	12/12/2025
Comment	No objection
Application no	25/1605/FH
Location	Land Opposite Century House, Park Farm Road
Proposal	Reserved matters application relating to access, appearance, layout, scale of hybrid planning application 22/1347/FH for the erection of 2 drive thru restaurants and details pursuant to conditions 22 (in part), 25, 26, 27 & 29.
Closing date	16/12/2025
Comment	No objection, however the Committee were concerned about an increase in traffic in an already congested area.
Application no	25/2141/FH
Location	166 Sandgate Road
Proposal	Single storey rear extension.



Closing date	17/12/2025
Comment	No objection
Application no	25/2144/FH
Location	Bus Shelter Outside 7-9 Bouverie Place Shopping Centre
Proposal	Replace existing double-sided internally illuminated 6-sheet bus shelter advertising displays with double-sided digital displays.
Closing date	18/12/2025
Comment	No objection
Application no	25/2143/FH
Location	Bus Shelter Opposite The Saga Building, Middelburg Square
Proposal	Replace existing double-sided internally illuminated 6-sheet bus shelter advertising displays with double-sided digital displays.
Closing date	18/12/2025
Comment	No objection
Application no	25/1619/FH
Location	Flat 303, The Metropole, The Leas
Proposal	Retrospective application for the retention of french doors.
Closing date	18/12/2025
Comment	Object. The configuration lines of the original fenestration have been disrupted in the proposed with the division between the fanlight above the door and the door raised above the line of the adjacent windows. We can understand the desire to do this for practical reasons but a new door could be sensitively designed so that both the fanlight and the glazing beneath it act as a single opening unit. We note that a correction was made, confirming the proposed new windows to be made in timber rather than upvc which would be completely inappropriate.

## 5. APPEALS

Appeal no	AP-6755
Application no	24/1025/FH
Location	Telecommunications Centre, & Land Adjoining, Stanley Road
Proposal	Demolition of existing derelict building on brownfield site and construction of four two-bedroomed, and two three-

	bedroomed town houses all with private gardens and including off street parking.
Closing date	09/12/2025
Comment	No objection, however the Committee are mindful of the Folkestone and Hythe District Council officers report concerning overlooking.
Appeal no	AP-6756
Application no	25/1512/FH
Location	Clifton Hotel, 1-6 Clifton Gardens
Proposal	Installation of a static canopy to cover the walkways at four entrances.
Closing date	29/12/2025
Comment	No objection

## 5. RE-CONSULTATIONS

Application no	25/1104/FH
Location	Royal Victoria Hospital, Radnor Park Avenue
Proposal	Variation of Condition 2 (Approved Plans) of planning permission 20/0532/FH to allow amendments to the dwelling designs and heights, together with minor adjustments to site levels.
Amendment	Amended proposal 24.11.2025
Closing date	08/12/2025
Comment	Maintain the previous objection, 'Object – on the basis of the published comments, the Committee is concerned that the development may have gone beyond the scope of the original application and the changes proposed in the covering letter.'

## 6. PREMISES LICENCES

Application no	PR202510-125136
Location	The Loft Studio, Second Floor, 9-17 Sandgate Road
Proposal	Plays, Films, Live Music, Recorded Music, Performances of Dance, Other Entertainment involving music or dance, Alcohol On sales Only.
Closing date	01/12/2025
Comment	No objection

**7. DATE OF NEXT MEETING**  
Thursday 8<sup>th</sup> January 2026 at 7pm.

The Meeting concluded at 7.45pm.

..... **Chair**

DRAFT

## FOLKESTONE TOWN COUNCIL

### Planning Applications for the meeting of the Planning Committee on Thursday 8 January 2026 at 7pm

Application no	25/2244/FH
Location	Sparrows Green, Crete Road West
Proposal	Erection of proposed outbuilding located with front garden.
Closing date	05/01/2026
Link	<a href="#">Planning Application: 25/2244/FH</a>
Application no	25/2077/FH
Location	Flat 7, Aaron House, 92 Harbour Way
Proposal	Retrospective application for the erection of an outbuilding.
Closing date	06/01/2026
Link	<a href="#">Planning Application: 25/2077/FH</a>
Application no	25/2222/FH
Location	112 Bouverie Road West
Proposal	Single storey rear extension, rooflights, partial removal of existing walls, erection of an outbuilding, rear external terrace and timber fencing above the existing brick boundary wall.
Closing date	08/01/2026
Link	<a href="#">Planning Application: 25/2222/FH</a>
Application no	25/2131/FH
Location	47 Broadfield Road
Proposal	2 storey side and rear extension with a dormer to front elevation.
Closing date	08/01/2026
Link	<a href="#">Planning Application: 25/2131/FH</a>
Application no	25/2160/FH
Location	47 & 49 Broadfield Road
Proposal	Removal of condition 3 (carport) of planning permission 25/1389/FH.
Closing date	09/01/2026
Link	<a href="#">Planning Application: 25/2160/FH</a>
FTC Comment	<i>"No Objection"</i>

Application no 25/2289/FH/PA  
Location 28 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 a change of use from commercial, business and service (Use Class E) to 6 residential flats (Class C3).  
Closing date 12/01/2026  
Link [Planning Application: 25/2289/FH/PA](#)

Application no 25/2283/FH/TCA  
Location 1 Trinity Crescent  
Proposal Works to trees in a conservation area comprising of T1 to T3 Sycamore, crown clean/thin and reduction of 2 metres vertically and 2 metres laterally.  
Closing date 26/01/2026  
Link [Planning Application: 25/2283/FH/TCA](#)

Application no 25/2251/FH  
Location 19 Hasborough Road  
Proposal Rear and side extension with rooflights with additional rooflights in loft space.  
Closing date 12/01/2026  
Link [Planning Application: 25/2251/FH](#)

Application no 25/2243/FH  
Location 12 Tontine Street  
Proposal Proposed self-containment of upper floor residential accommodation from the existing ground floor commercial area, including the provision of a new shop front, replacement windows & associated alterations.  
Closing date 13/01/2026  
Link [Planning Application: 25/2243/FH](#)

### **PREMISES LICENCE**

Application no PR202512-127047  
Location Max Supermarket, 20 Sandgate Road  
Proposal Alcohol OFF Sales Only  
Closing date 08/01/2026  
Link [Process: PR202512-127047](#)