

# Sandwich Town Council Planning Committee Meeting



## Agenda

Chair: Cllr J Franklin  
 Councillors: Cllr P Carter, Cllr W Fortescue, Cllr S Mallett, Cllr D Marie, Cllr M Moorhouse, Cllr M Pennington, Cllr C Wiles  
 Co-optees: Mr Hennessey, Mrs Summerhayes and Nikky Warden  
 Observer: Dover District Councillor D Friend

Councillors and Members are hereby summoned to attend a Planning Committee Meeting in the Council Chamber, Guildhall on Wednesday 12<sup>th</sup> July 2023 at 18:30 to transact the business on the agenda below.

Gill Gray PSLCC, Interim Town Clerk  
 Date: 7<sup>th</sup> July 2023

1	<b>Apologies for absence received</b>	
2	<b>Declarations of interest:</b> To receive any declarations of disclosable pecuniary interests from Members in respect of business to be transacted on the agenda.	
3	<b>Minutes of the Planning Committee:</b> To approve the Minutes of the Planning Committee held on <b>14<sup>th</sup> June 2023</b> and to consider any matters arising from those minutes not covered elsewhere in this Agenda.	<b>Attach 1</b>
4	<b>Public Participation:</b> A 15-minute session is set aside for members of the public to make representations at the meeting in respect of the business on the agenda. Individual representations should not exceed 3 minutes. (Written notice of the desire to exercise the right to speak, together with the topic to be addressed, must be given to the Interim Town Clerk prior to 9am on the Monday preceding the meeting).	
5	<b>Planning Applications:</b> <b>Application plans and papers can be viewed via the Dover District Council website.</b>  <b>Planning Application Ref No – 23/00755 &amp; 23/00756</b> Proposal: <b>755</b> - Formation of rear vehicular access, parking, rear wall/gate, insertion of two rooflights, replacement windows/door and roof covering. <b>756</b> – Internal works include: ground floor: alterations to living room fireplace including replacement bressummer beam, removal of wainscot panels, part removal of kitchen partition, removal of kitchen fireplace insert. First Floor: Insert new opening and partitions to form boiler cupboard in rear bedroom and repair spine beam to rear bedroom, remove and insert new wall linings incorporating party wall upgrades. Second Floor: Remove and insert new roof ties, insert partition, Insulate and line attic between rafters to form part habitable space. External works include Re - roof, insert 2no roof-lights, replace 2no rear elevation windows, 1 no door. Part remove rear boundary wall.	

Location: 15 Church Street, St Mary, Sandwich, CT13 9HL

**Planning Application Ref No – 23/00775**

Proposal: Erection of a single storey rear extension.

Location: 21 St Georges Road, Sandwich, CT13 9LF

**Planning Application Ref No – 23/00828**

Proposal: Erection of a single storey rear extension (existing extension to be demolished).

Location: 23 Sandwood Road, Sandwich, CT13 0AQ

**Planning Application Ref No – 23/00887**

Proposal: Erection of partitions, blocking of existing openings and creation of new openings to form staff facilities.

Location: Bell Hotel, 1 Upper Strand Street, Sandwich, CT13 9EF

**Planning Application Ref No – 23/00852**

Proposal: Erection of a frame mounted dust extraction system (retrospective).

Location: Sandwich Industrial Estate, Building 3, Ramsgate Road, Sandwich, CT13 9LY

**Planning Application Ref No – 23/00710**

Proposal: Prior approval for the change of use from nursery to residential dwelling.

Location: School House Nursery, School Road, Sandwich, CT13 9HT

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**Planning Decisions:**

To receive and note latest decisions taken by Dover District Council on new Planning Applications.

21/01835/B	152 St Georges Road, Sandwich CT13 9LD	Non material minor amendment to approved application 21/01835.	22-May-2023	ANMA
23/00516	2 The Ramparts, Knightrider Street, Sandwich CT13 9ER	Variation of Condition 2 (approved plans) to allow amendments to garage and access of planning permission DOV/21/00496.	26-May-2023	GTD
23/00465	Wayfarers, St Barts Road, Sandwich CT13 0AW	Alterations to elevations following approval of change of use (23/00046).	26-May-2023	GTD
23/00469	154 St Georges	Erection of side and rear	26-May-2023	GTD

		Road, Sandwich CT13 9LD	extension and new driveway (existing garage to be demolished).		
	23/00427	9 Kings Avenue, Sandwich Bay CT13 9PH	Erection of tow storey side, front extensions, single storey rear extension, changes to roof, 3 rooflights, balconies, side dormer window, solar panels to rear.	22-May-2023	GTD
	21/01835/B	152 St Georges Road, Sandwich CT13 9LD	Non material minor amendment to approved application 21/01835.	22-May-2023	ANMA
	23/00232	54 New Street, Sandwich CT13 9BB	Erection of outbuilding	22-May-2023	GTD
	23/00615	Outside White Mill Farm Shop, Ash Road, Sandwich CT13 9JB	Regulation 5 (The Electronic Communications Code, notification of installation of 1 x 10m pole	09-June-2023	PAN
	23/00182	Whitefriars, 34 New Street, Sandwich CT13 9AB	Construction of replacement chimney stack.	09-June-2023	GTD
	23/00183	Whitefriars, 34 New Street, Sandwich CT13 9AB	Demolition and rebuild of existing chimney stack.	09-June-2023	GLBC
<b>7</b>	<b>Street Furniture Applications:</b> To receive and consider any applications made to DDC in relation to a Street Furniture Consent Application under the Local Government (miscellaneous provisions) Act 1982. None.				
<b>8</b>	<b>Licensing:</b> To consider any licensing notices and issues received from Dover District Council. Please note none to consider at the time of issuing this Agenda.				
<b>9</b>	<b>Enforcement:</b> To consider any enforcement notices and issues received from Dover District Council. Please note none to consider at the time of issuing this Agenda.				
<b>10</b>	<b>Correspondence:</b>				

	To receive and consider correspondence relating to planning matters, including notification of appeals against refusal of Planning Applications. None received at the time of issuing this Agenda.	
<b>11</b>	<b>Verbal update from our Dover District Councillor(s) on matters relating to planning.</b>	
<b>12</b>	<b>Date of next Planning Committee Meeting: 9<sup>th</sup> August 2023</b>	



**Minutes of Sandwich Town Council Planning Committee Meeting  
held in the Council Chamber on:  
Wednesday 14<sup>th</sup> June 2023**

Chair: Cllr J Franklin  
 Councillors: P Carter, W Fortescue, S Mallett, D Marie, M Moorhouse, M Pennington and C Wiles  
 Co-optee  
 Members: Mrs J Summerhayes  
 Observers: Cllr D Friend and 1 resident  
 Officer: Gill Gray – Interim Town Clerk

P.06.23.1	<b>Apologies for absence received:</b> Apologies were received from: Mr Hennessey	
P.06.23.2	<b>Declarations of interest:</b> There were no declarations of disclosable pecuniary interests from Members in respect of business to be transacted on the agenda.	
P.06.23.3	<b>Minutes of the Planning Committee:</b> <b>It was moved by Cllr M Moorhouse and seconded by Cllr J Franklin and RESOLVED: that the Minutes of the Planning Committee held on Wednesday 17<sup>th</sup> May 2023 were approved.</b> There was one query in relation to the tables and chairs licence recently debated for the Toll Bridge, it was reported that the application stipulated 3 tables and 6 chairs and there were concerns that this was being exceeded. The Interim Town Clerk to raise this matter with the Toll Bridge and DDC.	
P.06.23.4	<b>Public Participation:</b> There were no requests received for public participation.	
P.06.23.5	<b>Planning Applications:</b> <b>Application plans and papers can be viewed via the Dover District Council website.</b>  <b>Planning Application Ref No – 23/00635</b> Proposal: Erection of single storey front/rear extensions and outbuilding for ancillary use and alterations to canopy roof (existing conservatory and outbuilding demolished) Location: 10 Ash Road, Sandwich, CT13 9JA Cllr M Pennington joined the meeting.  <b>It was moved by Cllr J Franklin and seconded by Cllr M Moorhouse and RESOLVED: that the Town Council comments: RECOMMENDATION: Supports this planning application.</b>  <b>Planning Application Ref No – 23/00654</b> Proposal: Insert 2no ventilation airbricks to front elevation Location: 12 Millwall Place, Sandwich, CT13 9BQ	

**It was moved by Cllr P Carter and seconded by Cllr C Wiles and RESOLVED: that the Town Council comments: RECOMMENDATION: No comment.**

**Planning Application Ref No – 23/00562**

Proposal: Change of use from community hall/meeting place class F2 (b) to flat with associated alterations  
Location: 14 Delf Street, Sandwich, CT13 9BZ

**It was moved by Cllr P Carter and seconded by Cllr C Wiles and RESOLVED: that the Town Council comments: RECOMMENDATION: Supports this planning application.**

**Planning Application Ref No – 23/00707**

Proposal: Erection of a log cabin for ancillary use  
Location: 53 St Georges Road, Sandwich, CT13 9LE

**It was moved by Cllr P Carter and seconded by Cllr M Moorhouse and RESOLVED: that the Town Council comments: RECOMMENDATION: Supports this planning application.**

**Planning Application Ref No – 23/00605**

Proposal: Erection of a single storey rear extension  
Location: Allwoodly , Johns Green, Sandwich, CT13 0DE

**It was moved by Cllr P Carter and seconded by Cllr M Moorhouse and RESOLVED: that the Town Council comments: RECOMMENDATION: Supports this planning application.**

**Planning Application Ref No – 23/00634**

Proposal: Display of various illuminated and non-illuminated logo signs  
Location: Land West Of Montagu Road, Discovery Park, Sandwich, CT13 9FA

**It was moved by Cllr D Marie and seconded by Cllr P Carter and RESOLVED: that the Town Council comments: RECOMMENDATION: Supports this planning application. 2 Members abstained.**

**Planning Application Ref No – 23/00638**

Proposal: Structural repairs to internal timber structure, to include replacement joists to part ground floor.  
Location: The Admiral Owen , 8 High Street, Sandwich, Kent

**It was moved by Cllr P Carter and seconded by Cllr C Wiles and RESOLVED: that the Town Council comments: RECOMMENDATION: Supports this planning application with comments as follows: the plans are not clear, and it is important that the Conservation Officer is consulted, and the materials used are sympathetic and the same specification as the existing for this important Listed Building.**

**Planning Application Ref No – 23/00701**

	<p>Proposal: Repaint external joinery. Replace pantiles with plain tiles to match the existing roof. Location: Thrums , 21 King Street, Sandwich, CT13 9BL</p> <p><b>It was moved by Cllr P Carter and seconded by Cllr M Moorhouse and RESOLVED: that the Town Council comments: RECOMMENDATION: Supports this planning application.</b></p>	
P.06.23.6	<p><b>Planning Decisions:</b> The most recent new Planning Decisions taken by Dover District Council were received and noted. Members noted that the planning application for 1 Potter Street has been granted planning permission and it was agreed that the Town Clerk to speak to the Planning Officer who dealt with the planning application at DDC and to gain an understanding behind the decision despite the objection raised by the Town Council. <b>It was RESOLVED: that the planning decisions were received and noted.</b></p>	
P.06.23.7	<p><b>Street Furniture Applications:</b> To receive and consider any applications made to DDC in relation to a Street Furniture Consent Application under the Local Government (miscellaneous provisions) Act 1982. No new applications have been received.</p>	
P.06.23.8	<p><b>Licensing:</b> To consider any licensing notices and issues received from Dover District Council. No new applications have been received.</p>	
P.06.23.9	<p><b>Enforcement:</b> To consider any enforcement notices and issues received from Dover District Council. None to consider.</p>	
P.06.23.10	<p><b>Correspondence:</b> To receive and consider correspondence relating to planning matters, including notification of appeals against refusal of Planning Applications. Dover District Council Local Plan 2040 – Sustainability Appraisal Consultation opportunity, Members were invited to comment, the closing date for comments is 6<sup>th</sup> July 2023. <b>It was RESOLVED: that Cllr S Mallett would read the DDC Local Plan 2040 Sustainability Appraisal and report back to the Committee with any relevant comments and to submit if relevant the comments to the Town Clerk prior to 6<sup>th</sup> July 2023.</b></p>	
P.06.23.11	<p><b>Verbal update from our Dover District Councillor on matters relating to planning.</b> Cllr Friend reported that the tables and chairs street furniture application from the Sandwich Bakery Company will be heard at DDC on 20<sup>th</sup> June 2023.</p>	
P.06.23.12	<p><b>Meeting closed at 18.55 hours.</b> <b>Date of next Planning Committee Meeting: 12<sup>th</sup> July 2023</b></p>	