

MINUTES OF THE MEETING OF GUSTON PARISH COUNCIL
held on Tuesday 21st April 2026 at Guston Village Hall- 6.30pm
(following the Annual Parish Meeting)

PRESENT: Parish Councillors: Chair: Cllr. Tracey Creed, Cllr. Claire Gurraj, Cllr. Angela Surendorff, Cllr. Keith Gowland

KCC/DDC Members - Cllr. Bridget Porter, Cllr. Martin Bates,

Parish Clerk: Mrs Glynis Farthing.

ABSENT:

MEMBERS OF THE PRESS/PUBLIC:

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4727 Election of Officers:

The Vice-Chairman took the Chair for the election of the Chairman.

Councillor Sweetman nominated Councillor Tracey Creed for the position of Chairman of the Parish Council for 2026/27. This was seconded by Councillor Surendorff. There were no other nominations.

Cllr Creed accepted the appointment and assumed the Chair for the remainder of the meeting.

Councillor Sweetman nominated Councillor Keith Gowland for the position of Vice-Chairman of the Parish Council for 2026/27. This was seconded by Councillor Gurraj. There were no other nominations.

Councillor Sweetman nominated Councillor Keith Gowland to represent Guston Parish Council at KALC and other meetings. This was seconded by Councillor Surendorff.

Cllr Gowland stated that it is always a privilege to represent Guston Parish Council on KALC and elsewhere.

RESOLVED: a) That Councillor Tracey Creed be elected Chairman of the Parish Council for the 2026/27 Council Year.
b) That Councillor Keith Gowland be elected Vice-Chairman of the Parish Council for the 2026/27 Council Year.
c) That Councillor Keith Gowland be the elected representative of Guston Parish Council at KALC and other meetings as required.

4728 Apologies for absence:

Cllr. Oliver Richardson, Mrs Lisa Cousins, Mr Wayne Arkley, Ms Heather Moore

4729 Declarations of Interest

As in previous Minutes.

4730 Minutes of the last meeting

Proposed for acceptance by Cllr. Gowland, seconded Cllr. Gurraj

RESOLVED: That the Minutes of the meeting held on 3rd March 2026 be accepted, proposed by Cllr. Gurraj and seconded by Cllr. Gowland signed by the Chairman.

4731 Planning

The Parish Council has been notified of a proposed development on The White Cliffs Business Park as part of Phase 4 Development. We have not yet received this planning application.

Cllr Bates explained what this development could involve. Would consist of a warehouse building to collect deliveries which are ready for final distribution into the community. It looks like being a large development with a considerable

number of vehicles moving in and out. Access will be from the Dover Fastrack route (from B&Q end) and NOT from the Dover Road. Cllr Bates will find out as much as he can and keep us informed.
The PC are unable to make any comments until a formal application is received.

4732 Public Participation

Chairman closed the meeting for public participation.

The proposed development on Phase 4 . This was raised during planning discussion. (See also Cllr Bates report Minute No. 4737)

Chairman reopened the meeting

4733 Matters arising from Minutes of the last meeting

Nothing that isn't already on the agenda

4734 Solar Park

Update from James Jenkison- *Construction work is continuing to occur in accordance with the original schedule and we have now passed the most intensive delivery phase.*

There will now be a significant reduction in deliveries, mostly related to the delivery of electrical equipment and the small amount of larger pieces of equipment such as transformers. We are expecting these deliveries to occur in May and a mobile crane may be brought on to the site to undertake their installation.

James will attend the meeting in June.

4735 Farmstead Way (Fastrack)

The litter bins have been installed on Farmstead Way and at Burgoyne Heights

Bus Shelter at Burgoyne Heights -still awaiting installation. A recent email to an enquiry has suggested that this would likely be within the next couple of months.

4736 Highways Improvement Plan

The village gates have been added to the HIP. The white lining around the Parish which needs refreshing, will be reported via KCC reporting tool. (None of the road markings will be done until the Spring).

The HIP has been submitted for the year. A reply received – road resurfacing does not come under the HIP and neither does the highways drainage problems.

4737 Dover District Council –Cllrs. Bates/Oliver Richardson

LOCAL ISSUES

1. DOVER FAST TRACK

Waste Services have now installed 4x new litter bins (3x on Farmstead Way, 1x at the Burgoyne Heights Community Centre bus stop). KCC Transport have located a bus shelter which they intend to install outside Burgoyne Heights. Installation dates are awaited.

2. BROADLEES CAR PARK

I am still waiting to hear back from the planning officer concerning any response she has received from KCC Highways. I am also waiting to hear back from the Head of Parks and Open Spaces concerning the tree felling. I have sent chaser emails to both.

3. FLOODING ON ROMAN RD

On 31st January Barry Stiff said he aware of an issue of ponding water on the BOAT to the south of the road and that they were currently looking at possible solutions to deal with it. I have now sent two chasers to him on 28th February and 11th April requesting an update on what progress he is making in resolving this issue.

4. FLOODING IN THE VILLAGE

Keith Gowland will be raising this at the DJTAB on 16th April and I will be requesting that an invitation to KCC Highways to appear before the Overview and Scrutiny Committee. We have also been in discussion with Brigitte and KCC Highways Maintenance with a view to see whether we can expedite sustainable repairs to some of the gulleys and drains by offering to share the. They have agreed to meet with us and are now seeking a suitable date for this to take place.

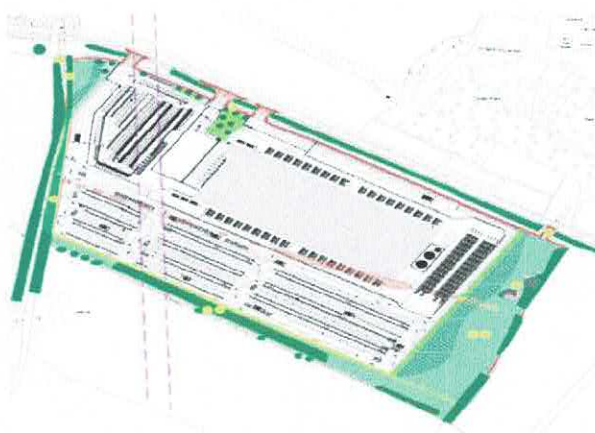
5. DEVELOPMENT ON PHASE 4

Pre application discussions are being undertaken for the development of a “final mile” distribution site for online deliveries on Phase 4 land which is available between the Roman Road up to the rear of housing along the Dover Road. The agents are a firm of consultants called Punto and they have already written to affected residents requesting their views.



The development will include a new multi-storey van storage deck, additional parking areas and associated infrastructure on allocated employment land off Dover Road. At present, the site comprises a largely undeveloped rectangular parcel of land measuring 10.98 hectare. The proposed development will consist of a ‘last mile’ warehouse comprising 15,660m² floor space with ancillary office space, a two-storey van storage deck and surface level parking for staff and visitors. The van storage deck is proposed for the southern part of the site and will deliver approximately 900 van storage spaces, alongside 19 operational motorcycle spaces and 11 HGV loading bays. There will be 260 surface car parking spaces, including 13 disabled bays and 13 motorcycle spaces. 20% of these will include active electric charging provisions. There will be 78 secure cycle parking spaces.

The application includes plans for detailed boundary treatment, barriers, security gates and fencing. There will be a detailed landscaping scheme and planting to reinforce and strengthen the existing vegetated buffer. We have spoken to a representative from Punto and did invite them to this meeting tonight but they were unable to find anyone from the company who would be able to attend



NEWS FROM DDC

1. PRIDE IN PLACE PROGRAMME

The Pride in Place Programme is the Government’s flagship communities’ initiative, designed to empower local people to shape the future of their neighbourhoods. Backed by up to £5 billion over 10 years, it represents a long term commitment to strengthening the foundations of communities across the country. Buckland and St Radigunds have been selected to receive up to £20 million over the next decade. The programme places residents at the heart of decision making, ensuring investment is directed towards the projects and priorities that matter most locally. Decisions will be made by a



Neighbourhood Board in consultation with the community, supported by DDC, Dover MP Mike Tapp and central government. Pride in Place will provide long term investment, strengthen local connections and shared spaces, and give communities a stronger voice in shaping their future.

2. MAISON DIEU AWARDS

The Maison Dieu (Dover Town Hall) has been awarded a 2026 Civic Trust Award and an Architects Accredited in Building Conservation (AABC) Conservation Award.

The building was one of six south east finalists among 77 nationwide for the Civic Trust Award. The award recognises projects 'that make an outstanding contribution to the quality and appearance of the built environment, and demonstrate excellence in architecture or design, whilst being sustainable, accessible and provide a positive civic contribution.' The Maison Dieu was also one of three south east finalists for the AABC Conservation Awards. Established in 2014, these awards celebrate projects that demonstrate the highest standards of historic building conservation.

The Judges' comment described the Maison Dieu as: "The most wonderful renovation of an ancient building. At every level, this is a hugely successful project."

3. MARCONI EVENT AT MAISON DIEU

The Maison Dieu is one of 56 venues around the world taking part in International Marconi Day, celebrating east Kent's links with the early history of radio, and the legacy of inventor Guglielmo Marconi (25 April 1874 – 20 July 1937), renowned for his pioneering work in wireless communication. A free, family-friendly drop-in event will take place on Saturday 25 April from 10am to 3pm, offering a range of technology-themed activities for all ages.



Amateur radio clubs from across the district will commemorate the early days of radio and wireless communication centred on Dover's historic Maison Dieu, where representatives from the Marconi company demonstrated their work in 1899.

Enthusiasts from Dover Amateur Radio Club will transmit across the Channel and link with French partners in Wimereux at 12.30pm, recreating the two-way cross-Channel message sent from the Maison Dieu in 1899.

4. PLANNING COMMITTEE REFORM

What is This About?

The Government has launched a 4-week statutory consultation on proposed changes to how planning committees work across England. It was published on 26 March 2026 and closes at 11:59pm on 23 April 2026.

The consultation follows the Planning and Infrastructure Act 2025 and sets out draft regulations and guidance. It covers two main areas: which planning applications must be delegated to officers and which can go to a planning committee, and the maximum size of planning committees.

Mandatory training for committee members was consulted on earlier in 2025. The Government will bring forward further detail on that once the delegation and committee size reforms are in place. The target is for the new regulations to be in force by the end of September 2026.

Consultation Documents and Online Survey

The full consultation document is on GOV.UK:

Planning Committee Reform: Statutory Consultation on Draft Regulations and Guidance

[Planning Committee Reform: Statutory Consultation on Draft Regulations and Guidance](#)

You can respond online - the Government's preferred route - here:

Complete the Online Survey

[Complete the Online Survey](#)

Or email your response to: planningcommittees@communities.gov.uk

Written responses should be addressed to: Planning Development Management, Fry Building, 2 Marsham Street, London SW1P 4DF

Key Changes Proposed

1. A National Scheme of Delegation

At present, each council decides locally which planning applications go to committee and which are handled by officers. The Government is replacing this with a single national system applying to all councils in England. It is split into two tiers - Schedule 1 (always delegated to officers) and Schedule 2 (can go to committee subject to a gateway test).

Schedule 1 (Tier A) - Always Dealt with by Officers

These are routine or minor applications which must in all circumstances be handled by planning officers and cannot go to committee. They include:

- Household extensions and alterations
- Minor residential developments and minor commercial development
- Reserved matters applications (except for phased outline permissions - see below)
- Prior approvals and Lawful Development Certificates
- Discharge of planning conditions
- Non-material amendments

Schedule 2 (Tier B) - Officer Decision Unless the Gateway Test is Passed

Larger or more significant applications sit in Schedule 2. They are dealt with by officers by default. They can only go to committee if the nominated planning officer and the nominated committee member both agree that the application raises one or more of the following:

- Issues of economic, social or environmental significance to the local area
- A significant planning matter having regard to the development plan and any other material consideration

Importantly, applications in accordance with site allocations in a local plan should not normally be referred to committee - the principle of that development has already been established through the plan. The volume of objections received is no longer a valid reason to send a case to committee.

Schedule 2 applications include:

- Major residential and commercial applications not in Schedule 1
- Reserved matters applications on phased outline permissions (see below)
- Variations of existing permissions (Section 73 applications)
- Listed building consents and Tree Preservation Order consents
- Applications made by the council itself, or by councillors or officers
- Mineral and waste applications (relevant to Kent County Council)

A Note on Phased Reserved Matters Applications

One change from the original 2025 consultation is how reserved matters applications on large phased developments are treated. Previously the proposal was that all reserved matters would always be delegated to officers.

The Government now proposes that where a development is carried out in phases over many years, the reserved matters applications for individual phases could in some circumstances justify committee scrutiny, given the scale and long-term impact involved. These applications therefore sit in Schedule 2, meaning they would normally be delegated but could go to committee if the gateway test is met.

The consultation asks whether this approach is right, or whether there should be a size threshold to determine which phased reserved matters applications can be considered by committee.

2. Size of Planning Committees

The regulations propose that a planning committee discharging Schedule 2 functions is capped at 13 members. This is slightly higher than the maximum of 11 discussed in earlier proposals, with the change reflecting practical concerns raised about councils with a wide range of political representation.

The consultation asks for views on the drafting and whether this approach will work effectively in practice.

3. Mandatory Training - Coming Later

Mandatory training and certification for planning committee members was part of the 2025 consultation. The Government received a range of views and will continue to develop this following the implementation of the delegation and committee size reforms. It is not part of this current consultation.

How Parish Councils Can Get Involved

Parish Councils have a voice in this process. If your council has views on how planning decisions should be made locally, this is the opportunity to set them out. The closing date is 23 April 2026.

The Government strongly encourages online responses, particularly from organisations and public bodies.

Respond online: <https://consult.communities.gov.uk/planning/planning-committee-reforms-statutory-consultation/>



Or email: planningcommittees@communities.gov.uk

5. AFFORDABLE HOUSING CONSULTATION

The consultation on the Council's draft **Dover District Council Affordable Housing Supplementary Planning Document (SPD)** and supporting documents *Strategic Environmental Assessment (SEA) Screening Determination and Habitat Regulations Assessment (HRA) Screening Determination (August 2025) and Consultation Statement* is live and your views are sought on the document. The consultation commences **Wednesday 14th April until midnight on Thursday, 14 May 2026**. All documents can be viewed on the consultation portal at <https://dover-consult.objective.co.uk/ksc/>. Please submit your comments wherever possible via this [consultation portal](#). If you wish to view a paper copy, and return a comment form by post, these are available from the council offices in Whitfield and at libraries in the District in Deal, Dover, Sandwich. They should be completed and returned by post to:

Planning Policy, Dover District Council, White Cliffs Business Park, Dover, Kent CT16 3PJ

All comments received will be considered once the consultation has closed. Amendments will then be made to the SPD, where necessary, prior to adoption.

4738 Kent County Council – Cllr. Bridget Porter

Kent's East Coast Marmot Region

Leader of KCC, Linden Kemkaren announced the UK's first Marmot Coastal Region where young people, not in education or training will be supported, as a landmark programme to end the postcode lottery affecting health and life chances for East Kent Coastal communities. KCC aims in the Marmot Coastal Region to support 200 more young people not in education or training into jobs.

Help 100 residents with additional disadvantages, including care leavers, carers and people with mental ill health into employment.

Enable 150 more people on probation to access education and work by 2028.

Marmot Places bring together government, councils, charities and community groups

Kent's Marmot Coastal Region stretches from Swale to Folkestone and Hythe and includes Canterbury, Thanet, Dover and Ashford.

Director of Public Health at KCC, Anjan Ghosh said "Reports, including from the chief Medical Officer, have highlighted the severe impact of health inequalities on coastal communities. Life expectancy in coastal areas, on average is 2.1 years lower, with even larger gaps in places such as central Margate, where men live seven years less than those in Tunbridge Wells"

Higher rates of lung cancer, chronic respiratory disease and liver disease are main drivers in the life expectancy gap. Higher pupil absence, lower GCSE attainment is 9% below inland areas and 50% more unemployment benefit claims than inland areas.

Kent Food Waste Recycling

Food waste recycling is skyrocketing across Kent saving £75,000 in disposal costs in just 1 month. Food waste produces high quality fertiliser for Kent farms and helps generate energy that powers homes. Redirecting this material from the county's Energy from Waste plant which turns nonrecyclable waste into energy helps to reduce costs. Food is the largest component of household rubbish in Kent,

making up 28% of everything thrown away. Separating food waste often makes avoidable waste more visible helping to reduce unnecessary purchases and saving money.

Proposed Changes to Public Rights of Way Statement of Priority

KCC is inviting residents and other stakeholders to share their views on proposed changes to its statement of Priorities, which sets out how the Council prioritises Section 53 applications to Public Rights of Way.

The Definitive Map and Statement (DMS) is the legal recording of Public Rights of Way Section 53 of the Wildlife and Countryside Act 1981 and places a legal duty on KCC, as the Surveying Authority to keep the DMS under continuous review. Under Section 53 anyone can apply to KCC to amend the DMS. KCC has a duty to investigate and determine every application it receives in accordance with its Statement of Priorities. Over recent years KCC has seen a substantial rise in applications, particularly those based on historic documentary evidence. This has resulted in a significant increase in the backlog for allocating applications. To address this KCC is proposing to prioritise user based applications (those based on

proof that a path has been used for at least 20 years) This means taking them out of submission order so that every historic based application allocated ,one user based application would be allocated.

4739 Feedback from Council Representatives and Matters arising from previously circulated material.

All materials and training information circulated to Cllrs for their consideration.

The Dover area KALC AGM will take place on 22nd April 2026.

4740 Financial Reports/Accounts/Payments

a) The Financial statement for February and March have been prepared and circulated to Cllrs.
The balance on current account as of 21st April 2026 = £122,290.49

b) Items for payment: to be made by electronic payment.

MSCAPE April Maintenance £663.42 (SO)

Home Heroes (VH cleaning) £100.00

Key Services Ltd (VH Fire Extinguisher maintenance) £184.20

Lindsay Property Solutions (VH Redecorating) £1,855.54

Tracey Creed (Chair Allowance 2026/27) £560.00

Keith Gowland (Cllr Allowance 2026/27) £280.00

Claire Gurraj (Cllr Allowance 2026/27) £280.00

Angela Surrendorf (Cllr Allowance 2026/27) £280.00

Matt Sweetman (Cllr Allowance 2026/27) £280.00

Total: £3,819.74

Above payments all made

Glynis Farthing -Clerk's salary, April £1055.25 + £12 exp = £1,067.25.

Norton Anti-virus protection £99.99

Amazon (Goal net clips) £27.76

Luxtrous Ltd (Litter pickers) £9.89

Mscape -Invoice 401 (Guston Green works) £630.00

KSS Air Ambulance donation £1,000.00

Total: £2,834.89

Payments proposed for acceptance by Cllr. Sweetman, seconded by Cllr. Gowland

The 2025/6 accounts have been finalized and submitted to the PC for approval. Accounting statements and associated documentation will be submitted to the internal auditor in April for approval ahead of submission to Forvis Mazars in June. The AGAR now requires the submission of additional information and that the parish website must be accessible to all. The Clerk has checked this with our website provider and amended the accessibility statement at the footer of the page. We do comply with the regulations.

The interest on the monies HSBC held in a deposit account paid £570.90.

Cllr discussed again putting further reserves into a short term deposit account

Application for funding from KSS Air ambulance. Cllrs discussed the application and approved a grant of £1,000.00

Proposed by Cllr Sweetman and seconded by Cllr Gowland

The Land Trust would like the PC to consider paying for the emptying of a bin that has been requested at Burgoyne Heights. Clerk will seek further information on this matter.

RESOLVED: (b) To approve payments, and Clerk to raise electronic transfers for dual authorization

(c) To receive final accounts for 2025/26

(d) To approve application to KSS Air ambulance

4741 Roads, Footpaths and other Parish Matters

- Community Engagement meeting, Sunday 22nd March 10am-Midday. - PC Sophie Bramble, this was attended by five residents



The next meetings are scheduled for

Wednesday April 29th 6pm-8pm

Wednesday May 27th 6pm-8pm.

- Village Hall redecoration –this has now been completed. An industrial clean of the hall floor is necessary. Cllr Gurraj will look into this.
- St Martin of Tours Church – Rev Sean Sheffield conducted his last service in Bewsborough Parish on Sunday 21st April. Let's Play will continue a local resident has volunteered to help and has undergone the required DBS checks. The day has now changed from Wednesday to Tuesday morning – cost £3 per family.
- Guston Green -works need to be undertaken to repair the summerhouse roof and some of the play equipment.
- A big thank you to Peter Sherred and Percy Gazzard for their litter picking work in the parish – much appreciated. The PC has purchased some litter pickers which are available to borrow if anyone would like to contact the Clerk.

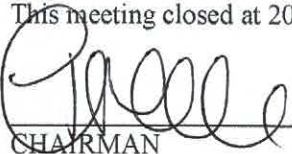
4742 Items for consultation and other correspondence received

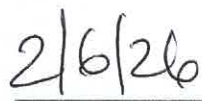
All email correspondence and consultation documents forwarded to Cllrs. All consultation items and news articles have been added to the parish website for information.

4743 Dates and venues for future meetings

Parish Council Meeting: Tuesday 2nd June 2026 at 6.30pm and Tuesday 14th July 2026

This meeting closed at 20.55pm


CHAIRMAN


DATE