

## GODALMING TOWN COUNCIL

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GU7 1AQ

8 December 2023

I HEREBY SUMMON YOU to attend the **ENVIRONMENT & PLANNING COMMITTEE** Meeting to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 14 DECEMBER 2023 at 6.30pm.

*Andy Jeffery*

Andy Jeffery  
Town Clerk

If you wish to speak at this meeting, please contact Godalming Town Council on 01483 523575 or email [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)

**Where possible proceedings will be live streamed via the Town Council's Facebook page.** If you wish to watch the council meeting's proceedings, please go to Godalming Town Council's [Facebook](#) page.

Committee Members:	Councillor Kiehl – Chair Councillor Clayton – Vice Chair
Councillor Adam	Councillor PS Rivers
Councillor Crooks	Councillor PMA Rivers
Councillor Crowe	Councillor Steel
Councillor Downey	Councillor Taylor
Councillor Follows	Councillor Thomson
Councillor Heagin	Councillor Weightman
Councillor Holliday	Councillor Williams
Councillor Martin	

### AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 23 November 2023, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

To receive from Members any declarations of interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

The Comments and observations from the following Waverley Borough Councillors are preliminary ones prior to consideration at Borough Council level and are based on the evidence and representations to the Town Council.

Councillor Crowe, Councillor Martin, Councillor PMA Rivers

#### 4. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chair to invite members of the public to make representations, ask or answer questions and give evidence in respect of the business on the agenda or other matters not on the agenda. This forum to be conducted in accordance with Standing Order 5:

- the period of time designated for public participation at a meeting for a maximum of three minutes per person or 15 minutes overall, unless otherwise directed by the Chair of the meeting;
- a question shall not require a response at the meeting nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given. If a matter raised is one for principal councils or other authorities, the person making representations will be informed of the appropriate contact details.

#### 5. QUESTIONS BY MEMBERS

To consider any questions from Councillors in accordance with Standing Order 6.

#### 6. NEIGHBOURHOOD PLAN – ITEM FOR DECISION

**Recommendation: Members to consider the information set out below and determine whether they wish to resolve to nominate a Task & Finish Group as set out in the Corporate Plan to review the GoFarNP; the Task & Finish Group to consist of 4 Members to establish:**

- whether any of the GoFarNP policies conflict with the more recently adopted Waverley Borough Local Plan Part 2 [Local Plan Part 2: Site Allocations and DM Policies \(Adopted on 21 March 2023\) \(waverley.gov.uk\)](#) to justify an early update to the NP, or
- whether it would be more beneficial to look to updating (if required) the GoFarNP once Waverley's new Local Plan is adopted, and
- make recommendations to this committee following its review.

Godalming Town Council's [Corporate Plan](#) s1.7 sets out GTC's aim to ensure the Godalming & Farncombe Neighbourhood Plan remains robust and based upon current information.

Members will be aware of WBC's decision to update its Local Plan (LP) and will wish to note the following information regarding the possible implications on the Godalming & Farncombe Neighbourhood Plan as a consequence of WBC's decision.

One of the basic conditions that a Neighbourhood Plan (NP) is tested against at examination is whether the NP is in general conformity with the strategic policies of the LP.

The adopted strategic policies in the LP are set out in Local Plan Part 1 (LPP1) [Waverley Borough Council - Local Plan Part 1: Strategic Policies and Sites February 2018](#). However, although Waverley has agreed that it will update its Local Plan following its statutory review, LPP1 remains the strategic policies that NPs need to be in general conformity with.

The new Waverley LP will set out both strategic and non-strategic planning policies for the borough. Strategic policies will include the distribution of the amount of housing required across the borough in the same way Policy ALH1 of LPP1 currently does. WBC has stated it wishes to work closely with the town and parish councils in developing the new LP.

**A Neighbourhood Plan will remain in force during the period it was made for unless it is replaced. Unlike an LP, there is no legal requirement to review or update a NP.**

However, paragraph 30 of the [National Planning Policy Framework](#) (NPPF) states:

*Once a neighbourhood plan has been brought into force, the policies it contains take precedence over existing non-strategic policies in a local plan covering the neighbourhood area, where they are in conflict; unless they are superseded by strategic or non-strategic policies that are adopted subsequently.*

Paragraph 84 of the NPPF also advises that NPs can become out of date if a new LP that covers a neighbourhood area gets adopted after the NP. In these cases, the more recent plan policy takes precedence.

It is for GTC to decide if it should update its NP and if so, whether it will include allocations for development. It is also up to GTC as to when this is undertaken. It should be noted that the 'Made' GoFarNP does not allocate any development sites. Therefore, even once Waverley's new LP is adopted (the target is late 2027), if it sets a different housing requirement for the GoFarNP area than was previously set out in LPP1, the GoFarNP itself will not be affected.

Whilst it appears logical that the GoFarNP will need to be updated so that it can be made soon after the new LP is adopted, Waverley is still at an early stage of updating the new LP, including gathering the evidence on how much housing will be required in the plan period. As such, the strategic policies, including the amount of housing Godalming needs to provide for, are unknown yet and Waverley will not be consulting on the spatial options for how it is going to do this until mid-next year at the earliest. However, Members may feel it may be the right time to think about the evidence an update of the GoFarNP needs. Especially if GTC wishes to make any local green space designations or apply design codes within an updated GoFarNP.

At this stage, it may be appropriate for this committee to establish a Task & Finish Group as set out in Action Point 12 of the Corporate Plan to review whether any of the GoFarNP policies conflict with the more recently adopted Waverley Borough Local Plan Part 2 [Local Plan Part 2: Site Allocations and DM Policies \(Adopted on 21 March 2023\) \(waverley.gov.uk\)](https://www.waverley.gov.uk/local-plan-part-2-site-allocations-and-dm-policies-adopted-on-21-march-2023) to justify an early update to the NP, or whether it would be more beneficial to look to updating (if required) the GoFarNP once Waverley's new LP is adopted.

## **7. WATER ISSUES – RESPONSE – ITEM TO NOTE**

Subsequent to point 3 of the Motion on Notice – Water Issues (Min No 380-23 refers) that “*the Town Clerk to write to Surrey County Council for an explanation as to why it did not determine the need to enter emergency response measures until the afternoon of Sunday, 5 November*”, Members are requested to note the following response from Chris Moon, Manager of Surrey's Local Resilience Forum.

*“Thank you for your letter dated 27<sup>th</sup> November relating to the water supply disruption in the Godalming area in November 2023. Surrey's Local Resilience Forum (SLRF) is not in itself a Responder under the Civil Contingencies Act (CCA) 2004 and whenever a significant incident or emergency occurs, the response is coordinated by a Tactical and/or Strategic coordinating group (TCG/SCG), made up of relevant organisations who can work together to respond to and recover from that incident. As the SLRF manager I can therefore only accurately respond in terms of our general arrangements rather than the specifics of the incident response.*

*Under the CCA, Agencies are categorised as either Category 1 Responders (e.g. Emergency Services, Borough, District and County Councils, Health) or Category 2 Responders (ego Utilities including water companies, Met Office). They have duties to share information and cooperate, including during an incident response.*

*The SLRF Emergency Response Plan details how partners will work together during an incident or emergency. The plan contains two definitions of incidents which would require a partnership response:*

- a. Significant Incident – Defined as Any civil emergency which requires multi-agency coordination by two or more partners, however, does not meet the triggers for a Major Incident declaration criterion.*
- b. Major Incident – The Civil Contingencies Act 2004 gives the definition of the term Major Incident as: ‘An event or situation with a range of serious consequences which requires special arrangements to be implemented by one or more emergency responder agency’.*

*Any Responder can declare a significant or major incident when they feel either of the above criteria is met, which would generate the establishment of a TCG and/or SCG. This would include Thames Water and, for example, Waverley or Guildford Borough Councils as the potentially most impacted agencies or authorities. To do this, however, agencies would need to be in possession of relevant information to enable them to accurately assess the threat/risk and potential impact which would suggest the need for a TCG/SCG. If an agency was reassuring other partners, they had a situation under control and did not require any multi-agency support, another agency could still declare a significant or major incident if they were not sufficiently reassured.*

*With regard to the specific events which affected your residents and others in Surrey, a series of debriefs are being held to fully understand what happened and how agencies, including Thames Water, responded. This will include but will not be limited to: what information was made available to agencies by Thames Water to make them aware of the risks and seriousness of the situation, and when; how information was shared between agencies; warning and informing the public; communications with elected officials; and, the general partnership response. These debriefs will be taking place as soon as possible and any learning will be acted upon as a matter of urgency. I also understand public and Local Authority meetings are being planned, though I do not have any details of these. I am sure you would be able to find out through your Borough Council.*

*I am sorry I cannot answer your specific questions more directly, but I would like to reassure you that urgent steps are being taken to understand what happened and how partners responded.”*

8. **SOUTH-WESTERN RAILWAYS CUSTOMER & COMMUNITIES IMPROVEMENT FUND E-BIKE LOAN SCHEME – ITEM FOR DECISION**

**Recommendation(s): Members are requested to consider the attached CCIF grant application and to resolve to agree:**

- **that subject to match funding being approved, the CCIF grant application is submitted, and.**
- **to recommend that Full Council commit £3,400 of ‘matched funding’ to this project.**

The Customer & Communities Improvement Fund (CCIF) is South-Western Railway’s (SWR) programme to support projects that have a community benefit or address an area of social need across the network.

CCIF offers communities across the SWR network the chance to bid for funding for projects that address an area of social or community need and educate or engage with local communities on the SWR network.

CCIF is intended to support schemes that have a tangible community benefit, address an identified area of social need, and are not primarily for commercial gain. The Town Clerk circulated a link to Members with information on projects previously supported by the CCIF.

SWR's Socio-economic Needs Analysis of the network region has identified areas of social need in the region's communities that include:

- Environmental Sustainability – providing support to environmental projects and encouraging sustainable mobility, looking at ways to reduce the impact of congestion on our customers and communities, cutting emissions and improving air quality.

It is felt that a project promoting sustainable mobility, which seeks to reduce congestion and cut emissions are clearly in line with s5.1 of the Town Council's Corporate Plan 2023-2027, which aims to: *"Promote opportunities for a balanced, pedestrian and cycle-friendly, sustainable, and affordable public transport system."*

Guidance provided by SWR indicates that a good CCIF scheme application should:

- show clear evidence of how it will address an area of social need of a community served by SWR network;
- demonstrate a clear level of community engagement, through offering clear evidence of meeting an issue identified by the community; and
- set out clear plans for delivering the project, with accurate costs, timescales, how the project will be managed and, where appropriate, assurances about any consents or permissions needed from other organisations.

Match funding is an important part of many projects, and SWR welcome applicants who are able to utilise other funding, especially confirmed, in support of their CCIF applications.

Projects in this round of CCIF would start no earlier than 1 April 2024 and must be completed by the end of March 2025. The maximum value of bid able to be considered for this round of funding is £50,000.

CCIF is intended to support projects which would not usually be commercially viable or deliver a return. Bids for projects that require ongoing funding beyond this date will need to show how this will be secured without access to further SWR funding, as no further monies will be available beyond the amount requested in an application. If this scheme proves successful, it will be for GTC to determine whether it wishes to continue to support the scheme beyond April 2025.

**All bids must be submitted by the deadline of 23.59 on 31 December 2023.** After the closing date, SWR will review and assess all applications received and, if necessary, may contact applicants on any issues that require clarification.

Shortlisted projects will be submitted to the Department for Transport for its final approval. Applicants will be notified in April 2024 whether their bid has been successful or not.

Successful applicants will have to provide appropriate administrative and financial details, agree a joint press release, and countersign a community funding agreement with SWR.

Based on the criteria above Members are requested to consider a CCIF grant application for an E-Bike loan scheme aimed at rail commuters who travel from Farncombe, Godalming (or Milford Station) and who currently travel to the station by car. The scheme's objective would be to loan an e-bike for up to one month to allow a resident to experience the benefits of e-bike use. Hopefully this will be a catalyst for them to adopt e-bike travel as an alternative to vehicular travel to the station for their onwards commute, thus helping to reduce overall car journey numbers and therefore congestion and emissions. Additionally, the application also sets out to provide for a Bike-Dr to provide health checks on standard cycles to encourage and promote greater and safer cycling.

If Members are in support of this project, they are requested to note the 'Matched Funding' of £3,400 that forms part of this application. Whilst this committee cannot approve the matched funding, it is the role of this committee to determine whether the proposed scheme meets the environmental objectives of the Corporate Plan and whether, subject to matched funding being approved, the application should be submitted to SWR.

In making a recommendation for matched funding, Members may wish to recommend it is taken from the existing emerging projects uncommitted balance, which is currently standing at £53,675.

## 9. BIODIVERSITY DUTY – ITEM FOR DECISION

**Recommendation: Members to resolve to form a Biodiversity Duty Task & Finish Group, approve its terms of reference and nominate 4 of their number to the group.**

Members will be aware that The Environment Act 2021 made changes to the Natural Environment and Rural Communities Act 2006 in respect of biodiversity. Section 40 of the 2006 Act, in force 1 January 2023, places a duty on all local authorities, including town councils, to from-time-to-time consider what action the authority can properly take to further the general biodiversity objective. The general biodiversity objective is the conservation and enhancement of biodiversity in England so all town/parish councils must take biodiversity into account in all their decisions and actions. The government has issued [guidance](#) on complying with the duty.

Town/parish councils are required to have made their first consideration of what action to take for biodiversity by 1 January 2024. Having, on 2 November 2023, adopted the Corporate Plan 2023-2027 (Min No 355-23 refers), specifically section 4 (A), Godalming Town Council has met its first obligation.

The next step is for GTC to agree policies as soon as possible after this. The next practical step is to establish a Task & Finish Group as set out at Action Points 15 & 33 of the Corporate Plan to review any existing and draft new GTC policies.

It is suggested that as many as possible of the nominated Task & Finish Group attend the online Biodiversity Duty Workshop being run by SCC on behalf of SALC on Tuesday 20 February 2024 from 10.00am to midday, to enable a clearer understanding of the Duty and the policy needs of GTC.

**The suggested Terms of Reference of the Biodiversity Task & Finish Group being:**

The Biodiversity Duty Task & Finish Group shall:

- consist of 4 Councillors and 1 Council Officer;
- consider the requirements of the Environmental Act 2021 and Natural Environment and Rural Communities Act 2006 in respect of GTC's duties for its land holdings and the wider community;
- draft appropriate policies to enable GTC to meet those duties; and
- present the draft policies and any additional recommendations to the Environment & Planning Committee.

## 10. PLANNING APPLICATIONS - CONSULTATION

To consider a schedule of planning application attached at Appendix A.

Members are also asked to review the following application:

## Planning Application WA/2023/02420

STATION GARAGE FARNCOMBE STREET GODALMING GU7 3BA

Erection of a building comprising 15 residential units and a ground floor retail unit together with associated works following demolition of existing buildings.

Having previously received a presentation in relation to the proposed "Station Reach" development, in addition to the verbal feedback Members provided to the developers, the Town Clerk informed the developers that Godalming Town Council wished to stress the importance of any future development attaining the highest possible standards of environmental sustainability and meeting at least the minimum Waverley affordable housing requirements.

Additionally, Members highlighted the need for and importance of good communication, community engagement and consultation during the assessment and appraisal phase of the development in order to seek the community's' views on any proposed development on this site prior to making a formal planning application.

### 11. PRE-APPROVED STREET NAMES – ITEM FOR DECISION WITH MEMBERS FOLLOW-UP ACTION

Naming of streets within Godalming and more widely across the borough is managed by Waverley's Street Naming Team. The team wishes to speed up the addressing process for new development by developing a pre-approved list of names to be used.

Names chosen are required to follow an approved criteria which is set out below.

Attached for Members' information is a list of suggested names from the Street Naming Team which meet the criteria. Members comments are welcome, as are additional suggestions.

Whilst the criteria might be objective, which names to include on the list are largely a matter of personal opinion and therefore subjective. As such, in order to avoid a debate based on personal preferences, it is suggested that if any Member has any objections or concerns regarding any of the specific names on the attached list, they send those to [office@godalming-tc.gov](mailto:office@godalming-tc.gov) and if two or more comments are received regarding the same name they will be forwarded to WBC. Where no negative comments are received, it is proposed WBC is informed GTC is content with those names.

As stated, WBC is looking for additional names, if any are received from Members a doodle poll will be sent to Members to establish if there is a majority in favour of putting it forward to WBC.

Members may wish to consider the following suggestions for inclusion on the list.

Grover (George aged 16, youngest Godhelmian killed in action during WW1 – joined up at 15)

Davey (Arthur Jex – Former Mayor – Only Civilian on War Memorial – Killed whilst on government service)

Edwards (Nellie, of 17 Latimer Road – only female recorded in WW1 Godalming Roll of Honour – Served with US Army in France)

Burgess (Charles, 7 x Mayor of Godalming)

**Street Naming and Numbering policy states that the following rules apply to street names:**

- No duplication of the prefix name in the Borough or neighbouring Boroughs.
- Street names should not be difficult to pronounce or awkward to spell.

- Names that are offensive or names capable of deliberate misinterpretation must be avoided.
- Cannot be more than 30 characters (including spaces) in length and/or be more than four words.
- Cannot begin with the word 'The' and 'A'.
- The use of a name which relates to people either living, or deceased should be avoided. Only in very exceptional circumstances would such a suggestion be given consideration. Please note Waverley has not agreed to a road name, named after a living person for several years, to avoid any potential and unforeseen issues with that name. Where we have named a road after a person, they have been deceased for at least 75 years.
- That any historic connotations to people, places or events are researched and are accurate.
- That consent must be sought for the use of a name with Royal connotations.
- Cannot be construed to be used for advertising or commercial gain for example named after the developer's company name.
- Cannot contain commas, ampersands, hyphens, quotation marks, mathematical symbols and QWERTY keyboard symbols.
- Avoid using 'S' to avoid using punctuation.
- Cannot use a spelt number i.e. Seven Foot Lane.
- Abbreviations must not be used. The only exception to this is 'St' or 'St.' in replace for 'Saint'
- Where there may be historic examples of the above rules not being followed, these rules have been applied more rigidly over the last few years.

12. COMMUNICATIONS ARISING FROM THIS MEETING

Members to identify which matters (if any), discussed at this meeting, are to be publicised.

13. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 11 January 2024 at 6.30pm.

14. ANNOUNCEMENTS

Brought forward by permission of the Chair. Requests to be submitted prior to commencement of the meeting.



# Customers and Community Improvement Fund Application Form

<b>Name of Organisation or Charity (Please put Charity number if applicable)</b>	<b>Godalming Town Council</b>
<b>Please provide details of your Organisation or Charity</b>	<b>Other (please specify)</b>  <b>If “other” please specify:</b> <b>Parish (Town) Council</b>
<b>Which station on the SWR network is closest to your project?</b>	<b>Godalming and Farncombe Stations</b>
<b>Write a brief description of your project, setting out its objectives and scope of works proposed. <i>This description should not be longer than 250 words</i></b>	<p>To promote Environmental Sustainability by providing ways to reduce the impact of congestion on communities, cut emissions and improve air quality.</p> <p>Godalming Town Council wish to provide an opportunity for commuters using Farncombe, Godalming or Milford Stations to trial an e-bike for travel to the station. The free use of an e-bike aims to remove a barrier that can prevent commuters switching from a car to an alternative travel method i.e the financial risk of purchasing an e-bike before experiencing the benefits an e-bike can provide for journeys between home and the Station within a town built on five hills.</p> <p>Four e-bikes and associated equipment including insurance would allow approx 70 - 100 commuters a year to experience the benefits of travel to the stations by e-bike.</p> <p>Additionally, to promote and support sustainable travel to the stations, a Bike-Dr would be provided for 6 occasions (approx. every 2 months) at Farncombe Station to provide cycle health checks and repairs for those who already own a cycle, thus encouraging increased and safe alternative travel to the stations.</p> <p>The final element of the scheme would be to utilise any slack in the primary e-bike loan offer. Transport to a place work can be a barrier to being able to transition into new employment. Where</p>

	<p>appropriate an e-bike loan could be made available to residents who transition into the workplace to support their travel for the first month of employment whilst they establish their own transport solution.</p>
<p><b>What is the identified need in the community? Set out how the project will benefit communities, and how you will spend the grant to address this need. How many people would benefit from the project, and what are the other impacts for the community?</b> <i>This should not be longer than 250 words</i></p>	<p>The Godalming &amp; Farncombe Neighbourhood Plan (GoFarNP), supported by 91.5% of voters in a public referendum, identifies that approx. 4,000 local residents commute to work by train. The GoFarNp also identifies that levels of vehicle congestion are high. As congestion causes health issues from emissions, it is important that actions are taken to reduce congestion as much as possible.</p> <p>The GoFarNp calls for an approach that encourages sustainable transportation and measures that encourage alternatives to car use, including cycling which has a lower impact on the environment.</p> <p>CCIF funding would allow the purchase of e-bikes and associated equipment including PLI insurance to support 70-100 commuters a year to experience the benefits of travel to the stations by e-bike. It would also support cycle health checks and repairs for those who already own a cycle by funding a Bike-Dr at Farncombe Station, thus encouraging increased and safe alternative travel to the stations. A previous experience of providing Bike-Dr support saw 120 residents benefit by having safer cycles and it is believed this would be similar if not greater in the future, meaning up to 720 residents could benefit over the year.</p> <p>By allowing any slack in the primary e-bike loan offer to be utilised for loaning an e-bike to those seeking or having just gained employment, CCIF would also have the potential to support those who find that transport to work an achievement barrier.</p> <p>From April 2025, Godalming Town Council would aim to continue to deliver the e-bike loan scheme.</p>

## PROJECT COSTS

What is the total cost of your project? <i>Provide a best estimate if unknown</i>	<b>£17,000</b>
What is the total amount of CCIF funding you are seeking? <i>Please note for applications are limited to a maximum of £50,000</i>	<b>£13,600</b>
How much match funding are you able to secure? <i>If you have any match funding please detail if it is already in place, when it will become available, or if its conditional?</i>	<b>Funding of £3,400 from Godalming Town Council tbc.</b>
<p><b>Please provide high level breakdown of the project costs</b></p> <p><i>This can either be included in the application or as an additional document.</i></p>	<p><b>e-bike x 4 = £11,200</b></p> <p><b>Cycle locks = £750</b></p> <p><b>Public Liability Insurance £1,250</b></p> <p><b>Maintenance &amp; Repair £2,300</b></p> <p><b>Bike Dr (6 sessions) - £1,500</b></p>

# PROJECT PERMISSIONS AND PLANS

<p>Are any permissions or consents, i.e. planning permission, statutory consents needed to deliver the project? If so, have such permissions been obtained or applied for, and please give details of any timescales</p> <p><i>This applies for all schemes, either on the railway or away from the railway</i></p>	None required
<p>When will the project be completed by?</p> <p><i>Funding will be available from April 2023 and must be spent by March 2024.</i></p>	31/03/2025
<p>Please provide a brief project timetable/plan showing high level breakdown of activities, key dates and milestones, including funding forecast</p> <p><i>This plan can be included in a separate document, of no more than 2 pages of A4 in length</i></p>	<p>April 2024 – Procurement of equipment,            April 2024 – E-bike scheme publicity and launch            May 24 – Mar 25 ongoing publicity as required to promote scheme awareness and Bike Dr clinics.            May, July, Sept, Nov 2024 &amp; Jan, Mar 2025 – Bike Dr Clinics at Farncombe Station</p>
<p>Can you think of anything that might prevent the project from happening? What is the biggest risk to its completion?</p>	<p>The biggest delay in the project is potentially supply chain shortage for the procurement of equipment. However, this is unlikely to be to an extent that would prevent the scheme being in place operational by March 2025. A secondary risk is the maintenance of the bikes, this is factored into operating costs of the scheme, as is the insurance costs for total damage or significant damage to equipment as well as third party liability insurance for users.</p>
<p>How would you manage this?</p>	<p>If a single supplier was unable to provide the required equipment within an acceptable timescale, additional suppliers would be used.</p>

## PROJECT CONTACT DETAILS

Company or Organisation	Godalming Town Council
Type of organisation	Town Council
Name of Project Contact	Andy Jeffery
Email address	townclerk@godalming-tc.gov.uk
Phone Number	01483 523575
Postal Address	Godalming Town Council, 107 – 109 High Street, Godalming, Surrey
Postcode	GU7 1AQ

Please read this section carefully. We are unable to accept an application if you have not confirmed that you are willing to accept these conditions.

- By submitting you agree that you are making an application for funding and that the information you have provided is correct to the best of your knowledge.
- You accept that if any information changes prior to an award being made you will need to notify SWR at the earliest opportunity.
- You understand that any funding awarded will only be made payable to the organisation or group which will benefit from the monies unless there are exceptional circumstances.
- You understand that SWR will record the information contained on this application form so we can make an informed decision of whether we can offer you support, and this information will have to be shared with the Department for Transport who hold ultimate authority.
- First Group PLC and its subsidiaries are committed to processing information in accordance with the General Data Protection Regulation (“GDPR”). The personal data collected on this form will be held in accordance with the GDPR. If you have any questions about this form or the use made of the data in this form please contact: The Data Protection Officer of First Group, c/o Group Legal, The Point, 8th Floor, 37 North Wharf Road, London, W2 1AF
- You understand if more information is needed, SWR will contact you using the details you provided on the application and you consent to this contact.
- You understand the funding is only to be used for the purposes stated in the application and you will be required to return any surplus funding which is not used for the project applied for.
- You understand SWR may use information and images from the application and the project for publicity purposes.
- You understand that any publicity or events generated by you in relation to this funding must include acknowledgement of SWR and our Customer and Communities Improvement Fund. We also request an invitation to any event and the opportunity to provide quotations in any press releases along with website links and connections on social media. In addition, we will provide a template media release to be completed by you, for our joint use confirming the award of funding.
- You understand SWR will require evidence of project completion
- You understand the ultimate decision maker for this fund is the Department for Transport and their decision is final.

**Box to be ticked to confirm understood and agreed**

SUBMIT

**Once completed, please save your application, and send to [ccif@swrailway.com](mailto:ccif@swrailway.com)**

**GODALMING TOWN COUNCIL**

**ENVIRONMENT & PLANNING - SCHEDULE OF PLANNING APPLICATIONS – 14 NOVEMBER-4 DECEMBER 2023**

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WBC Weekly List 23/46</b>				
WA/2023/02410	Godalming Binscombe & Charterhouse	Erection of extensions and alterations.	53 Binscombe Crescent, Farncombe Godalming GU7 3RA	
WA/2023/02424	Godalming Binscombe & Charterhouse	Erection of two storey extension and alterations following demolition of existing garage.	79 Long Gore Farncombe Godalming GU7 3TW	
WA/2023/02403	Godalming Central & Ockford	Certificate of Lawfulness under Section 192 for installation of solar panels on roof of commercial building.	Unit 6 Innovation Place, Douglas Drive Godalming GU7 1JX	
WA/2023/02416	Godalming Central & Ockford	Dormer extensions and alterations to roof to provide habitable accommodation in roof space.	34a Hawthorn Road Godalming GU7 2NE	
WA/2023/02420	Godalming Farncombe & Catteshall	Erection of a building comprising 15 residential units and a ground floor retail unit together with associated works following demolition of existing buildings.	Station Garage Farncombe Street Godalming GU7 3BA	
TM/2023/02441	Godalming Farncombe & Catteshall	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 08/22	Land at Broadwater School Summers Road Farncombe Godalming GU7 3BW	
PRA/2023/02414	Godalming Holloway	Erection of a single storey rear extension which would extend 4.5 M beyond the rear wall of the original house for which the height would be 3.00 M and for which the height of the eaves would be 2.55 M.	Greta Bank Tuesley Lane Godalming GU7 1SE	
WA/2023/02452	Godalming Holloway	Certificate of Lawfulness under Section 192 for erection of a single storey extension.	Greta Bank Tuesley Lane Godalming GU7 1SE	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WA/2023/02450	Godalming Holloway	Certificate of Lawfulness under Section 192 for erection of an outbuilding.	36 Park Road Godalming GU7 1SH	
<b>WBC Weekly List 23/47</b>				
WA/2023/02483	Godalming Binscombe & Charterhouse	Erection of an extension together with alterations to elevations and landscaping.	27 Nightingale Road Godalming GU7 2HP	
WA/2023/02516	Godalming Binscombe & Charterhouse	Erection of an ancillary outbuilding following demolition of existing outbuilding.	13 Nightingale Road Godalming GU7 3AG	
TM/2023/02467	Godalming Binscombe & Charterhouse	APPLICATION FOR WORKS TO TREE PRESERVATION ORDER 41/99	2 Huxley Close Godalming GU7 2AS	
WA/2023/02490	Godalming Farncombe & Catteshall	Certificate of Lawfulness under Section 192 for erection of a single storey extension and alter NE elevation window to a door.	27 Molyneux Road Farncombe Godalming GU7 3NJ	
WA/2023/02515	Godalming Farncombe & Catteshall	Installation of new fire escape door to front elevation, new parcel service locker located to the side elevation and replacement mechanical plant in the rear yard area; reconfigure existing car parking area.	The Co-Operative Food 61-65 St Johns Street Farncombe Godalming GU7 3EH	
WA/2023/02480	Godalming Holloway	Erection of extensions and alterations together with hip to gable and dormer extensions to roof to provide habitable accommodation in roof space following demolition of existing extension and attached garage.	36 Park Road Godalming GU7 1SH	
NMA/2023/02509	Godalming Holloway	Amendment to WA/2023/01659 to make a minor amendment to the first floor to provide a link from the mezzanine in the Gill Building.	Godalming Sixth Form College Godalming College Tuesley Lane Godalming GU7 1RS	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WBC Weekly List 23/48</b>				
WA/2023/02538	Godalming Binscombe & Charterhouse	Erection of a detached garage building to provide a bedroom above and a lift access to main dwelling following demolition of existing detached garage.	Manor Lodge Upper Manor Road Farncombe Godalming GU7 2HZ	
WA/2023/02566	Godalming Binscombe & Charterhouse	Alterations to elevations and roof; creation of a parking area and new vehicular access including retaining walls and associated works including front terrace works.	Pineglade 24 Shadyhanger Godalming GU7 2HR	
S52/2023/02568	Godalming Central and Ockford	Request to vary a Section106 legal agreement (WA/2022/00048) following agreed changes to the off-site highways works.	Land Between New Way and Aarons Hill, Godalming	
WA/2023/02545	Godalming Farncombe & Catteshall	Erection of an infill extension and erection of an outbuilding following demolition of existing outbuilding.	Godalming Town Council Community Centre Broadwater Park Summers Road Godalming GU7 3BH	
WA/2023/02551	Godalming Holloway	Erection of extensions and alterations together with alterations to roof including dormer extension to provide habitable accommodation in roof space.	82 Busbridge Lane Godalming GU7 1QQ	
WA/2023/02546	Godalming Holloway	Erection of extension together with alterations to attached garage to provide part habitable accommodation and part storage; erection of a detached outbuilding to provide ancillary accommodation.	Oakwood 22 Duncombe Road Godalming GU7 1SF	
WA/2023/02523	Godalming Holloway	Erection of extensions and alterations together with dormer extensions to provide habitable accommodation in roof space.	28 Town End Street Godalming GU7 1BH	
TM/2023/02543	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 40/99	26 Pullman Lane Godalming GU7 1XY	



<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
TM/2023/02578	Godalming Holloway	APPLICATION FOR WORKS TO A TREE SUBJECT OF TREE PRESERVATION ORDER 07/03	Glennie Ramsden Road Godalming GU7 1QE	

## List of Pre-Approved Street Names

### Trees

Name	meaning, justification etc
Bennington	Type of Christmas tree
Conker	
Damson	
Fig/Fig Tree	
Leafy	
Plum	
Wakehurst	Wakehurst Woodlands

### Nature

Name	meaning, justification etc
Fungus	
Conker	
Mushroom	
Toadstool	
Cloud	
Thunder	
Frost	
Ice	

### Flowers

Name	meaning, justification etc
Alba	Type of Rose
Blossom	
Blue Spire	Type of Salvia
Bressingham	From Bressingham Gardens (Bressingham Blooms)
Buttercup	
Frosted Curls	Carex plant
Galaxy	Colour type of flower
Japonica	
Jasmin/Jasmine	
Mollis	

### Animals

Name	meaning, justification etc
<b>Insects</b>	
Bee	
Damselfly	
Dragonfly	
Hornet	
Stag Beetle	
Yellow Jacket	Type of Bee

### Animals

Antler	
Bushy Tail	
Dormouse	
Fawn	
Leaping Frog	
Piebald	Horse Colour
Stag	

### Birds

Crane	
Finch	
Kestrel	
Sparrow	

### Farming

Name	meaning, justification etc
Baler	Machine used to bale
Bee Keeper	
Chaff	Husks of corn
Cotton	
Crop	Cultivated
Grain	
Hay	
Honeycomb	
Husk	Dry outer covering of fruit or seeds
Straw	
Stubblefield	Name for the grain stalk (stubble) and the ground (field) after it has been harvested
Thresher	Machine used to separate grain from corn
Wheat	

### Food

Name	meaning, justification etc
Beetroot	
Chutney	
Damson	
Fig	
Gem	Lettuce
Honey	
Mushroom	
Pumpkin	
Saffron	
Strawberry	

### Pleasant words

Name	meaning, justification etc
Cranky	
Jade	
Pickle	
Pixie	
Prickly	
Puddle	
Tiptoe	
Tip Top	
Teapot	

### Dunsfold

Name	meaning, justification etc
<b>Aviation</b>	
Lysander *	
Tomahawk*	
Mustang*	
Mitchell*	
Spitfire *	
Typhoon*	
Tempest *	

## GODALMING TOWN COUNCIL

Disclosure by a Member<sup>1</sup> of a disclosable pecuniary interest or other registerable interest (non-pecuniary interest) in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

As required by the Localism Act 2011 and the adopted Godalming Members' Code of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]<sup>2</sup> [a registerable interest (non-pecuniary interest)]<sup>3</sup> in the following matter:-

**COMMITTEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**NAME OF COUNCILLOR:** \_\_\_\_\_

Please use the form below to state in which agenda items you have an interest.

Agenda No.	Subject	Disclosable Pecuniary Interests	Other Registerable Interests (Non-Pecuniary Interests)	Reason

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee

<sup>2</sup> A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2012/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

<sup>3</sup> A registerable interest (non-pecuniary interest) is defined by Section 9 of the Godalming Members' Code of Conduct.