

GODALMING TOWN COUNCIL

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Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

13 November 2020

I HEREBY SUMMON YOU to attend the **ENVIRONMENT & PLANNING COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 19 NOVEMBER 2020 at 7.00pm.

Andy Jeffery
Town Clerk

The meeting of the Environment & Planning Committee of the Godalming Town Council will be held under the provisions of the Coronavirus Act 2020 and The Local Authorities and Police & Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

Join Zoom Meeting

<https://us02web.zoom.us/j/87370911436?pwd=c29ONEZiNzBoTnBtMHJaelpGWGZJZz09>

Meeting ID: 873 7091 1436

Passcode: 745228

Committee Members: Councillor PS Rivers – Chair
Councillor Crooks – Vice Chair

| | |
|--------------------|---------------------|
| Councillor Adam | Councillor Ashworth |
| Councillor Boyle | Councillor Cosser |
| Councillor Duce | Councillor Follows |
| Councillor Heagin | Councillor Hullah |
| Councillor Martin | Councillor Neill |
| Councillor Purvis | Councillor Rosoman |
| Councillor Steel | Councillor Stubbs |
| Councillor Wardell | Councillor Williams |

AGENDA

1. **MINUTES**

To approve as a correct record the minutes of the meeting of the Committee held on the 29 October 2020, a copy of which has been circulated previously.

2. **APOLOGIES FOR ABSENCE**

3. **DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY 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 Follows
Councillor Heagin
Councillor Martin
Councillor PS Rivers
Councillor Rosoman
Councillor Williams

In accordance with Minute 401-19, Cllr Cosser has declared that, in order to avoid a personal conflict of interest, he will not take part in debates or votes on planning matters at meetings of this committee.

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 chairman of the meeting;
- a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. If a matter raised is one for principle 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. EXTRA CARE DEVELOPMENT – PRESENTATION

Members to receive a presentation from Ms Honor Barrett, Managing Director of Birchgrove, and Mr Oliver Tomalin regarding an extra care development proposal relating to the former Mole site on Brighton Road. Background information on Birchgrove can be seen at <https://www.birchgrove.life/>

Members to note that Birchgrove has been informed that any presentation and Q&A to Godalming Town Council is 'without prejudice' and that Godalming Town Council will consider and make observations on any future application that may be submitted on its merits.

7. HELL DITCH – IMPROVEMENT WORKS – ITEM TO NOTE

Members will wish to note that works are due to start on two sections of Hell Ditch, one section on each side of Borough Road. The works are being conducted by the Environment Agency to form new riffles aimed at increasing the biodiversity of the water course.

Riffles are a rocky or shallow part of a stream or river where the water flows brokenly.

8. **COMMUNITY FACILITIES – BROADWATER PARK SPORTS CHANGING ROOMS – ITEM FOR DECISION**

Recommendation: Members to resolve to approve the recommendations set out in the report.

Member to consider a report and recommendations contained within the report, on the refurbishment and repurposing of the Broadwater Park Sports Changing Rooms (report attached for the information of Members).

9. **LICENSING APPLICATION – CONSULTATION**

Members to determine whether they wish to make any representation or comments in regards to this application.

An application has been received for a new premises licence at 78 High Street, Godalming, GU7 1DU. The application is for late night refreshment 23:00-00:00 Monday to Saturday; on and off sales of alcohol 10:00-00:00 Monday to Saturday and 10:00-23:00 Sunday; and opening hours 10:00-00:00 Monday to Saturday and 10:00-23:00 Sunday (New Year's Eve - open until 01:00 am New Year's Day). If you would like to make comment or representation on this application, the last date for representations is **27 November 2020**.

The full application can be viewed at:

http://licensing.waverley.gov.uk/MVM/Online/EGov/Licence_Registers/StdDetails.aspx?PT=&TYPE=LicenceRegistersFullDetailsPK&PARAM0=%27WK/202005384%27&PARAM1=0&XSLT=/mvm/SiteFiles/Skins/Waverley//xslt/Licensing/LicenceRegistersDetails.xsl&FT=Licence%20Details&LAYOUT=UE&DAURI=EGov

10. **PLANNING APPLICATIONS - CONSULTATION**

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

11. **PLANNING APPEALS – ITEM TO NOTE**

Appeal Decisions

WA/2019/1494 – 12 Twycross Road, Godalming – Erection of a dwelling and vehicular access (revision of WA/2018/2017). The appeal was DISMISSED.

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 via Zoom on Thursday, 10 December 2020 at 7.00pm.

14. **ANNOUNCEMENTS**

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

8. COMMUNITY FACILITIES – BROADWATER PARK SPORTS CHANGING ROOMS

Recommendation:

- 1. Members to resolve to agree the refurbishment and repurposing of the Broadwater Park sports changing facilities be approved as a Neighbourhood CIL project.**
- 2. Members to resolve to agree that Officers make appropriate enquiries and arrangements to bring forward a Memorandum of Understanding between Waverley Borough Council and Godalming Town Council for the refurbishment and future use of the Broadwater Park Changing Facilities.**

Following a meeting of the Town Council held on 20 December 2018, Godalming Town Council (GTC) submitted additional proposals to Waverley Borough Council (WBC) in response to reviewing the Waverley Infrastructure Plan. Included within the proposals was the provision of a new community building or increased capacity within existing facilities. This submission being in line with the Godalming & Farncombe Neighbourhood Plan that seeks to safeguard existing community infrastructure and to ensure new development provides the community facilities that are lacking in the town.

Whilst there are a number of possibilities for providing new build additional community buildings, the sustainable approach to providing additional community buildings and venue infrastructure should firstly look at existing latent provision. In doing so it is possible to explore whether that potential can be better utilised.

In bringing this report to committee, Members will wish to note that the potential of the building under consideration was highlighted by Cllr Adam. Subsequently, Officers have conducted a preliminary inspection of the building and have had initial discussions with counterparts in WBC regarding its potential.

The changing rooms at Broadwater Park are owned by WBC, with the bookings managed by its sports pitch contractors. The building is an external timber framed and clad building under a corrugated roof. Internally the building is divided into a number of areas by block walling and there is evidence of some insulation on the external cavity and roof space. The building is connected to mains services of water and electricity and to the surface and foul water systems.

However, it is fair to say that the building requires refurbishing and upgrading. The changing rooms are basic at best, as are the showers and toilet facilities. The layout of the changing rooms restricts the use of the building and its facilities at any one time to single gender use. Additionally, the current layout is not ideal for use by youth teams.

Initial enquiries have indicated that the lack of use of the facilities are mainly down to the current condition. However, it has also been indicated that with an improved layout the space required to support the sporting activities at Broadwater Park could be reduced, thus allowing the redundant space to be used for other purposes.

Whilst WBC would wish for further consultation with potential sports user groups, the initial indications for improvements to the building and the re-provisioning of the space is positive.

In considering the potential of the building, it is believed that by internal remodelling it would be feasible to divide the building roughly in half, with one half remaining as changing facilities for sports teams and the other half being able to be made available as a community space.

There is, of course, some synergy with the potential to provide additional community space and the possibility of its use as a youth drop-in centre. However, there are many other potential uses for this space, from a dance studio or amateur sports team club room to a meeting room.

The challenge being one of chicken and egg, the space needs to be available in order for its potential to be achieved. That said, irrespective of how the potential community space may be used, the improved changing facilities would be an immediate community benefit.

The building, along with Broadwater Park are in the custodianship of WBC. However, from the initial discussions WBC believes that GTC is the more appropriate authority to take forward any project to improve this facility. If GTC were to do so an arrangement would need to be agreed between WBC and GTC. The basis of any such arrangement being that WBC retain responsibility for the maintenance of hiring of the sports changing rooms and GTC takes responsibility for the community space. Any such arrangement being by way of a lease at a peppercorn rent.

However, any aspirations highlighted above would be predicated on GTC taking responsibility for the renovation project. If Members are minded to support the renovation of the Broadwater Park Sports Changing Rooms into a combined changing facility and community space, it is proposed that the following actions points are agreed:

1. Officers to seek a Memorandum of Understanding (MoU) between WBC and GTC setting out the terms for GTC undertaking this project, any such MoU to be approved by the Council and is to include:
 - a. WBC to consult with the Broadwater Park user groups to determine future requirement for sports team changing facilities;
 - b. WBC to agree to lease that part of the building not used for sport changing facilities to GTC for use as a community space, any such lease to be at a peppercorn rent; and
 - c. the MoU to include the heads of terms for the future leasing agreement and is to include, but not limited, to:
 - i. length of lease and break clauses;
 - ii. maintenance and management arrangements for the agreed community space;
 - ii. maintenance and management arrangements for the sports changing facilities;
 - iii. maintenance and repairs of the external walls, fascias, roof, ramps, pathways and common areas; and
 - iv. any restrictive uses.
2. On approval of the MoU, GTC to commission a survey of the building (professional fees).
3. Officers to work with potential stakeholders to bring forward outline plans for consideration and approval by Members.
4. Bid to be worked up to cover refurbishment and project costs. Grant applications including CIL applications to be submitted for shared funding.
5. If bids are successful, lease to be approved by both WBC and GTC.
6. GTC to project lead the refurbishment of the Broadwater Park Community Facility.

As a potential joint venture between GTC and WBC, it is important that the MoU is first agreed and that going forward the lease is approved prior to the refurbishment being undertaken. It is unlikely that this project will be in a position to submit a CIL bid by 31 January. However, if Members agree to progress the project it is considered that a fully worked up bid would be ready to submit to WBC for the next round of CIL applications, which is believed to be in approx. 6-9 months' time.

GODALMING TOWN COUNCIL

ENVIRONMENT & PLANNING - SCHEDULE OF PLANNING APPLICATIONS - 26 OCTOBER 2020 - 9 NOVEMBER 2020

| <u>Ref</u> | <u>Ward</u> | <u>Proposal</u> | <u>Site Address</u> | <u>GTC Observations</u> |
|------------------------------|------------------------------------|---|---|-------------------------|
| WBC Weekly List 20/43 | | | | |
| DW/2020/0038 | Godalming Binscombe | The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.5m, for which the height would be 3.65m, and for which the height of the eaves would be 2.5m. | 69 OAK MEAD, FARNCOMBE GU7 3RQ | |
| WA/2020/1596 | Godalming Central and Ockford | Erection of extension and car port; alterations to fenestration. | MILL LANE HOUSE, 2 MILL LANE, GODALMING GU7 1HF | |
| WA/2020/1597 | Godalming Central and Ockford | Listed Building consent for extensions and alterations. | MILL LANE HOUSE, 2 MILL LANE, GODALMING GU7 1HF | |
| WA/2020/1572 | Godalming Central and Ockford | Erection of extension. | 20 CARLOS STREET GODALMING GU7 1BP | |
| WA/2020/1581 | Godalming Central and Ockford | Erection of a free standing pergola. | THE RED LION, 1 MILL LANE, GODALMING GU7 1HF | |
| WA/2020/1582 | Godalming Central and Ockford | Listed building consent for erection of a pergola. | THE RED LION, 1 MILL LANE, GODALMING GU7 1HF | |
| PRA/2020/0022 | Godalming Charterhouse | General Permitted Development Order 2015, Schedule 2, Part 1, Class AA - Prior Notification Application for enlargement of a dwellinghouse by construction of additional storey. | 26 CHALK ROAD, GODALMING GU7 3AP | |
| CA/2020/0184 | Godalming Farncombe and Catteshall | RIVER WEY AND GODALMING NAVIGATIONS CONSERVATION AREA WORKS TO TREES | CATTESHALL MILL CATTESHALL ROAD GODALMING GU7 1JW | |
| DW/2020/0039 | Godalming Farncombe and Catteshall | The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 6m, for which the height would be 3.7m, and for which the height of the eaves would be 2.5m. | 61 FERN ROAD, FARNCOMBE GU7 3EW | |

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|------------------------------|------------------------------------|---|--|--|
| TM/2020/0227 | Godalming Holloway | APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 42/99 | THE BEECHES, 12 THE PADDOCK, GODALMING GU7 1XD | |
| WA/2020/1569 | Godalming Holloway | Erection of extensions and alterations and erection of detached store. | HASTEAD COTTAGE, 29 MINSTER ROAD GODALMING GU7 1SP | |
| WBC Weekly List 20/44 | | | | |
| WA/2020/1636 | Godalming Binscombe | Application under Section 73 to vary Condition 1 of WA/2020/0301 (approved plan numbers) to allow increase in garage width. | 2A BINSCOMBE LANE, FARNCOMBE GU7 3PN | |
| WA/2020/1630 | Godalming Central and Ockford | Change of use from retail (Use Class A2) to a Beauty Salon (Sui Generis) | 13 - 15 WHARF STREET, GODALMING GU7 1NN | |
| WA/2020/1644 | Godalming Farncombe and Catteshall | Erection of extension. | 14 STATION ROAD, FARNCOMBE GU7 3NG | |
| WBC Weekly List 20/45 | | | | |
| WA/2020/1662 | Godalming Binscombe | Erection of extensions and alterations to elevations. | 15 GREEN LANE, FARNCOMBE GU7 3SN | |
| DM/2020/0004 | Godalming Central and Ockford | Demolition notification: G.P.D.O. Schedule 2 of Part 11, Class B. Demolition of buildings within Site C regeneration area. | SITE C, REGENERATION AREA, OCKFORD RIDGE, GODALMING | |
| WA/2020/1675 | Godalming Farncombe and Catteshall | Erection of extension and alteration to roof line to form a three storey building. | SALISBURY, WEYSIDE PARK, CATTESHALL LANE, GODALMING GU7 1XE | |
| CR/2020/0008 | Godalming Farncombe and Catteshall | Prior Notification Application G.P.D.O. Part 3, Class O - Change of use from Use Class B1a (office) to Use Class C3 (residential) use to provide 8 dwellings. | SALISBURY, WEYSIDE PARK, CATTESHALL LANE, GODALMING GU7 1XE | |
| WA/2020/1655 | Godalming Farncombe and Catteshall | Certificate of Lawfulness under Section 192 for loft conversion with hip to gable roof alterations and rear dormer window. | 76 GEORGE ROAD, FARNCOMBE GU7 3LX | |
| WA/2020/1669 | Godalming Holloway | Certificate of Lawfulness under Section 192 for loft conversion and alterations to elevations including fenestration and doors. | 45 BRIGHTON ROAD, GODALMING GU7 1NT | |

GODALMING TOWN COUNCIL

Disclosure by a Member¹ of a disclosable pecuniary interest or a 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]² [a non-pecuniary interest]³ 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 Interest | Non-Pecuniary Interest | Reason |
|------------|---------|--------------------------------|------------------------|--------|
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Signed _____

Dated _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² 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

³ A non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.