

## **POLICY GOD2: SMALL-SCALE EMPLOYMENT DEVELOPMENT**

**Development proposals to provide small-scale B-class employment opportunities, including as part of residential led-, mixed use site allocations in the Waverley Local Plan Part Two, will be encouraged. This could either be through:**

- **provision of new buildings or conversion of existing non-residential buildings within the settlement boundary of Godalming and Farncombe; or**
- **conversion of existing buildings outside the settlement boundary, subject to:**
  - i. **the impact of provision on the highway network and parking; and**
  - ii. **it being an appropriate use within the Green Belt (where applicable) which preserves its openness and does not conflict with the purposes of including land in the Green Belt.**

### **Town and Local Centres**

- 5.13 Godalming and Farncombe has two important shopping centres which serve many of the needs of the town's residents. Godalming is a large town centre with a range of convenience and comparison shopping. It is anchored at one end by the Waitrose supermarket which is close to a Sainsbury's supermarket on the edge of the town centre. The High Street has a range of shops, with many housed in older, listed buildings – much of the area is within the Conservation Area, so there are limitations on changes that can be made to those buildings. Generally there is very limited capacity for the town centre to expand. At the western end of the High Street and in Church Street, the town centre is faring less well, with lower footfall and fewer attractions which will draw people to it.
- 5.14 Farncombe has a smaller local centre on Farncombe Street and St John's Street. This has a more limited range of shops but they serve an important local function. For example, the Co-op store is seen as vital for 'top-up' food shopping and there are a number of other retailers that provide key local services, e.g. newsagents, pharmacy, hairdressers, etc,
- 5.15 It is important that both these centres are supported to ensure that they retain their vitality and viability.

### **Pop Up Uses in Godalming Town Centre**

- 5.16 In Godalming Town Centre Area, the Primary Shopping Area, as defined on the Policies Map provides the main retail service to the community of Godalming and Farncombe. Much of the community engagement informing the GoFarNP revolved around the Town Centre Area, with varying views about the retail offer, parking and access, the role of the supermarkets which anchor its offer and possible ways of improving its vibrancy and vitality.
- 5.17 The Waverley Retail Study<sup>11</sup> identifies that the convenience shopping offer – anchored by Sainsbury's and Waitrose at the eastern end of the town – is very successful. However, comparison retail is less so, with shopping for these types of goods happening elsewhere, in Guildford and increasingly online (which is a national trend).
- 5.18 Whilst vacancies in late 2012, when the Retail Study survey was undertaken, were lower than the national average at 7%, this still equated to 13 units. With the growing threat to the comparison

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<sup>11</sup> Chase & Partners (2013) *Town Centres Retail Study Update*, for Waverley Borough Council

retailers in the Primary Shopping Area from Guildford and online retailing, it is likely to become increasingly difficult to fill vacant units and keep others from becoming vacant.

- 5.19 It is important that Godalming town centre Area continues to attract people to it to spend money and contribute towards its long term commercial health. But it is important that a balance is achieved between retail, residential and other commercial uses. The change to residential use is national policy so cannot be prevented. However, there are other actions that can help to maintain vitality.
- 5.20 Certainly in recent years given the economic slowdown, the risk of starting new commercial ventures has increased, as has the difficulty given the need for finance. One of the highest costs is premises and often there is a desire to take space on a flexible short-term lease in order to see if there is potential in the business. This in itself provides more opportunity to focus investment in the actual business.
- 5.21 The Primary Shopping Area has vacant units that could be taken by commercial ventures on short term, flexible leases to see if the business has potential. Often these businesses are not those that are permitted on the High Street without the need for planning permission – a further and potentially quite significant cost for a new business. Yet it is not to say that these non-retail businesses would not thrive and fit in well on the High Street. There are examples elsewhere of businesses as diverse as ceramics manufacturers, artists and web designers not only taking space and thriving in a High Street location, but providing life and diversity to the offer and bringing new people in that wouldn't have otherwise visited.
- 5.22 To encourage footfall across the Primary Shopping Area, 'pop up' cultural and entertainment events will generally be supported. This should help to ensure shops on the High Street and close by are kept viable through mechanisms that do not lead to higher rentals and business rents. Other incentives to attract the 'higher-spend, longer-stay' tourist by working together to create a 'cultural and leisure offer' that makes it worthwhile to stay longer in the Town Centre will generally be supported.
- 5.23 Therefore, the use of 'pop up' shops and cultural, creative, and leisure-orientated activities to help Godalming Town Centre become a niche leisure and cultural destination, building on the existing heritage offer and festivals programme, is supported.
- 5.24 Most Use Class A1 units (i.e. shops) now have extensive Permitted Development (PD) rights under the General Permitted Development Order, with a change of use allowed for up to two years. However these PD rights do not apply to listed properties so, therefore, the provision of 'pop-up' shops in such properties will require the necessary permissions. In addition, these PD rights do not extend to changes from retail to Use Class D which includes art galleries, exhibition halls, cinemas and concert halls.

**POLICY GOD3: NON-RETAIL USES IN THE PRIMARY SHOPPING AREA**

- A. In the Primary Shopping Area of Godalming shown on the Policies Map, the use of Class A retail and service premises for temporary uses will be encouraged. Such uses include 'pop up' shops and cultural, creative and leisure uses introduced on a temporary basis or for specific events.**
- B. Such non-retail uses must demonstrate that they will not have a detrimental impact on the amenity of neighbouring uses, particularly residential through excessive noise and pollution.**
- C. Such non-retail uses will generally not be considered appropriate if the operation of the business requires large amounts of parking or a large area for servicing in order to function.**

5.25 With the limited ability of the Godalming Primary Shopping Area to physically expand, the growing retail needs of the expanding population would be best served through small scale expansion of Farncombe Local Centre. Some existing sites in the area are under-used and there is less restriction on re-development than in Godalming Primary Shopping Area because it is not in a Conservation Area and has few listed buildings. Opportunities to expand retail provision in or adjacent to the existing Local Centre in Farncombe will, therefore, be supported. The potential to develop adjacent to the existing centre boundary reflects a necessarily flexible approach.

**POLICY GOD4: RETAILING IN FARNCOMBE LOCAL CENTRE**

**Proposals to provide new retail premises (Use Classes A1 to A5) or to redevelop existing buildings for retail uses in or adjacent to the Farncombe Local Centre, as shown on the Policies Map, will be strongly encouraged.**

## 6 HERITAGE AND DESIGN

- 6.1 One of the defining features of Godalming and Farncombe is its built heritage. This is demonstrated by the fact that it has five conservation areas and 227 listed buildings, of which two, St Peter and St Paul's Church and Wyatt's Almshouses are Grade I listed. These buildings and areas are well protected by planning policy, both at national and borough level.
- 6.2 Whilst it has grown over time, the town has not seen any significant dilution of this heritage. There was a considerable expansion to the area in the late 1800s to early 1900s and during this time the population trebled. It is important that the future growth of the town continues to recognise and pay due regard to this heritage whilst recognising that innovation in design should not be restricted. Innovative design does not have to mean a building clearly out of keeping with those around it.
- 6.3 Up to the late 1800s-early 1900s, buildings were made from local wood, brick and stone.



*Church Street shows a range of the architectural styles from 16-20C*



*The Georgians added brick frontages to traditional timber framed buildings*



***From the mid-1850s onwards the railway extended the materials used in building***



***There were further increases in the town between the wars and from 1970s onwards***

6.4 The photographs below show a development close to Church Street completed in 2016 that has used elements of the style and finishes without being a pastiche. This won a civic design award from the Godalming Trust in 2016.



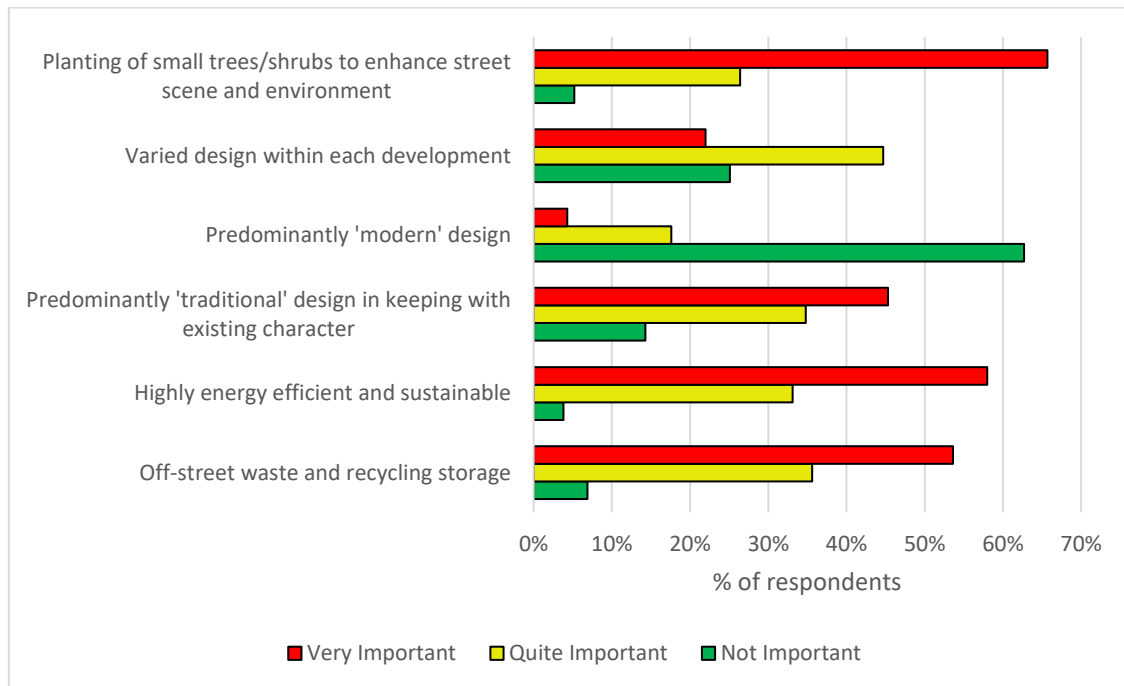
## Character Areas

6.5 Adverse impacts of inappropriate developments can include the following:

- Loss of significance to heritage assets, including impacts on setting
- Changes to the grain<sup>12</sup> and overall density which defines local character
- Loss of amenity, overshadowing, overlooking
- Noise
- Loss of green links/trees /hedgerows/vegetation
- Visual intrusion
- Visual separation
- Loss of parking
- Difficulties with recycling and waste collections/bin storage

6.6 The public questionnaire identified a number of issues relating to the character and design of development, as shown in Figure 6.1.

**Figure 6.1: Issues relating to character and design from public questionnaire**

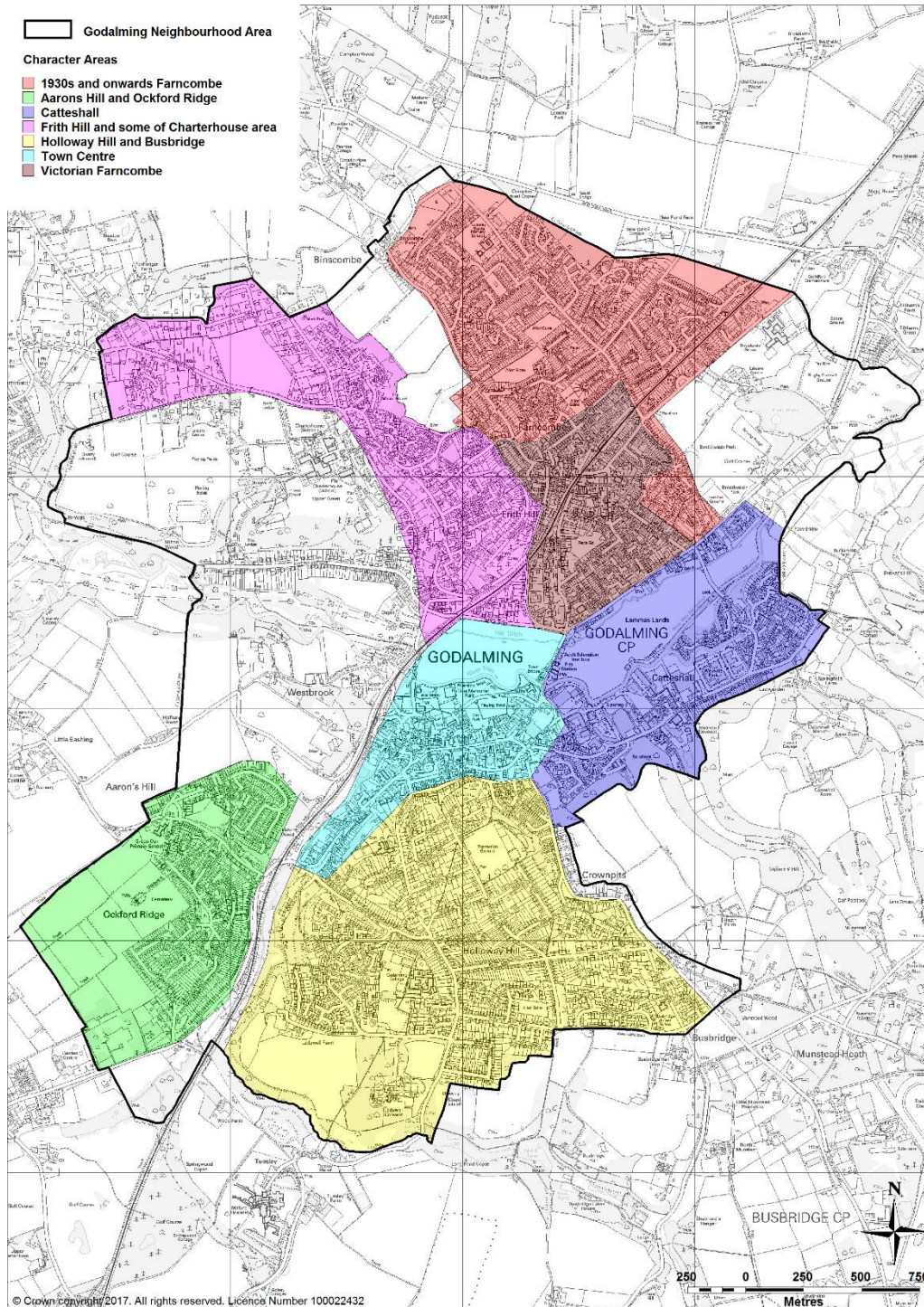


6.7 Matters such as boundary planting, traditional design and providing appropriate storage for waste and recycling are all issues that can be addressed by well designed development.

<sup>12</sup> 'Grain' is defined as the combined pattern of blocks and streets, taking into account the character of street blocks and building height and size, and how they all work together to create and enable movement and access.

- 6.8 Waverley Local Plan Policy D4 (Design and Layout) addresses a lot of these issues, but it is important to reinforce the particular issues of importance within the local Godalming and Farncombe context.
- 6.9 The GoFarNP has not prescribed a fixed palette of materials for new development. However, the evidence gathered along with the strong support identified through responses to the public questionnaire mean that development is required to be sympathetic to, and enhance, its immediate surrounding area, whatever the predominant style. This is guided by the Character Assessments for the specific identified character areas shown in Figure 6.2.

**Figure 6.2: Character Areas in Godalming and Farncombe**



- 6.10 This approach is not intended to stifle innovation, originality or initiative, but will promote local distinctiveness as required by the NPPF.
- 6.11 It is considered important that development must be designed so that it sits appropriately within its surroundings. It is acknowledged that, if development is of a different mix of housing, e.g. 2 and 3-bed dwellings in a predominantly 4 and 5-bed dwelling area, then densities may differ slightly. However, it is vital that the design of such developments does not have a negative impact on the amenity of existing residents in the neighbouring properties.
- 6.12 The objectives of this policy are to ensure that safe and attractive residential layouts are promoted.
- 6.13 The particular issues that should be considered in demonstrating that a development scheme is acceptable are as follows:
- The style and materials used in the area of Godalming and Farncombe in which they are proposed to be built. Much of the relevant context is provided in the Character Area Assessments. They should be varied in design and avoid uniformity to enhance the appearance and character of the local area. The community looks to applicants to demonstrate a commitment to delivering standards which will improve the Godalming and Farncombe area and not detract from it.
  - Established building lines and arrangements of front gardens, walls or hedges, where such features are important to the character and appearance of the area (see photos below).



***Hedgerows, grass and greenery  
bordering properties***



***Original style Victorian brick and  
stone walls***

- In a historic town such as Godalming certain features of housing layout have been well established over a long period. These include:
  - Established plot widths within streets where development is proposed, particularly where they establish a rhythm and height to the architecture in a street.
  - The separation (i) between buildings, and (ii) between buildings and their site boundaries, in relation to likely impact on the privacy and amenity of neighbouring properties and existing views.
- Aligning with the prevailing existing roofline of the immediate area and ensuring not to cause harm to views that are important to the character and heritage of the area. Buildings which are significantly higher than the surrounding ones will need to show that they are not harmful



to the character and appearance of the Conservation Areas, the wooded hillsides (as reflected in the adopted Waverley Local Plan Policies BE2 and BE5), the river valleys and other visually important sites. Precedent should not be seen to be set by new developments such as Prime Place on Flambard Way, which have been granted planning permission despite being much higher than surrounding buildings and also obscuring views of the hillsides.



***Flambard Way: Victorian terrace just visible (arrowed) to the left of Prime Place, but the hillside behind is no longer visible***

- The provision of sufficient off-street storage for recycling bins associated with each new property. The community of Godalming and Farncombe raised this as an issue, particularly in areas where houses have small front gardens.

6.14 The wooded hillsides are valued by the local people as shown by responses in public consultations.



***View of Town with hillsides from Frith Hill area***



***View of Town from St Edmund's steps***



***Farncombe is also framed by hillsides***

- 6.15 In addition, there will be strong support for development that reflects the following:
- 'Building for Life 12' criteria<sup>13</sup> with designs that will weather and mellow with time and settle into the environment rather than conflict with it. The philosophy should be 'build well - build once'. These are shown in Appendix A.
  - The provision of shared green spaces within smaller developments, recognising both physical and mental health aspects of the environment and the inhabitants right to a life-enhancing environment.
- 6.16 The policy applies to the whole of the GoFarNP area rather than just within the settlement boundary.
- 6.17 It is important that the guidance in the Character Area Assessments, or any successor documents, are followed in respect of the seven character areas in Godalming and Farncombe.

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<sup>13</sup> <http://www.designcouncil.org.uk/resources/guide/building-life-12-third-edition>

#### **POLICY GOD5: CHARACTER AND DESIGN**

- A. All development shall protect the amenity of neighbours, and reflect the scale, mass, height and form of neighbouring properties. Development proposals must demonstrate how they contribute positively to the features of the respective character areas, as described in the Godalming and Farncombe Character Area Assessments.**
- B. In particular, development proposals shall:**
- a. retain historic buildings that contribute to the distinctive character and historic and architectural interest of the Character Area;**
  - b. ensure that they do not cause harm to views that are important to the character and heritage of the area, particularly of the Frith Hill Area of Special Environmental Quality and the Godalming Hillsides;**
  - c. ensure that they do not lead to over-development of a site; and**
  - d. avoid the appearance of cramming by aligning with the established plot widths within streets;**
  - e. be in keeping with the form of development of properties in the immediate surrounding area, particularly with respect to the prevailing roofline;**
  - f. ensure that new buildings do not adversely affect neighbouring properties by significantly reducing the amount of daylight available through windows or by obstructing the path of direct sunlight or window;**
  - g. ensure that it does not unacceptably reduce the level of existing private amenity space provision for existing residential properties;**
  - h. provide sufficient off-street storage for recycling bins associated with each new property;**
  - i. provide appropriate parking and access arrangements, both for the new development and existing properties where they would be affected;**
  - j. link up with and assist in improving the network of public footways and cyclepaths to enable increased cycling and walking to key destinations such as schools and shops (this should be read in conjunction with Policy GOD9: Movement Routes); and**
  - k. reflect the prevailing boundary treatments and the established building lines and arrangements of front gardens, walls or hedges, where such features are important to the character and appearance of the area.**
- C. In order to ensure that delivery of demonstrably sustainable development, proposals that directly address the following will be strongly encouraged:**
- a. Design that meets the 'Building for Life 12' criteria. Developers are encouraged to demonstrate how their proposals specifically meet these criteria, as shown in Appendix A.**
  - b. The provision of shared green spaces within smaller developments. The scale of such provision should adequately reflect the number and mix of units in the development.**

## Design of Residential Parking

- 6.18 Residential parking was raised as a significant issue by the community throughout the preparation of the GoFarNP. With a high proportion of semi-detached and terraced houses as well as flats, Godalming and Farncombe does not have much off-street parking for its residents. As such, and with growing levels of car ownership, the amount of on-street parking has increased. This impacts upon the safety of pedestrians and cyclists, as well as creating amenity and access problems for refuse and, of greatest concern, emergency service vehicles. The additional new development that is planned means it is even more important to deliver solutions which address this issue.
- 6.19 It is therefore paramount that new development is designed so as to minimise the amount of on-street parking. It is important that this does not simply encourage higher car ownership, so new streets should also be designed so as to discourage residents from parking on the street and instead parking in the off-street areas provided for them. Use of car ports – which are open structures making parking easier than in garages, whilst still retaining storage above – and parking courts – provided they are designed to minimise criminal activity – can be effective ways of providing off-street parking. Equally, new streets can be designed so that it is not possible to simply park on them, for example through the provision of permanent planters or other structures where parking spaces would normally be – this also has the added benefit of making the street more visually attractive.



***A 1980s development where garages are provided in brick surrounded courtyards but are not routinely used for car parking***



***A recent development where there is a mix of parking areas, garages, etc, but this appears to be insufficient for the development***

- 6.20 Waverley Borough Council's 2013 parking guidelines provide guidance on minimum standards of provision for car parking. It is considered necessary to bring this guidance into policy in the GoFarNP in order to ensure that it has greater weight in decision-making and that development is designed to fully take these matters into account.

**POLICY GOD6: PROVISION AND DESIGN OF RESIDENTIAL PARKING**

- A. Development proposals that generate an increased need for residential parking should provide adequate and suitable off-street parking in order to minimise obstruction of the local road network in the interests of the safety of all road users, including pedestrians and cyclists.**
- B. In the case of residential development, the following minimum off-street parking provision is required:**
- a. 1-bed units: 1 space per unit plus visitor space (in Godalming Town Centre Area, only 1 space per unit is required)**
  - b. 2-bed units: 2 spaces per unit (in Godalming Town Centre Area, only 1 space per unit is required)**
  - c. 3+ bed units: 2.5 spaces per unit (in Godalming Town Centre Area, only 1.5 space per unit is required).**
- C. A lower level of off-street parking provision will only be permitted if it can be satisfactorily demonstrated that it would be appropriate on a specific site. This particularly applies to residential developments in or adjacent to the Godalming Town Centre Area, where it is recognised that lower levels of parking provision may be more appropriate.**
- D. Parking spaces that take the form of open spaces or car port facilities, rather than garages, will be encouraged.**
- E. Development proposals that would reduce the existing level of off-street parking provision will be resisted unless it can be satisfactorily demonstrated that the amount of overall provision is adequate.**
- F. The design of new residential streets must demonstrate how on-street parking in excess of that required for residents and visitors will be minimised. Use of environmental features such as permanent planters or other visually attractive street furniture to minimise on-street parking will be strongly encouraged, particularly in and adjacent to the Godalming Town Centre Area and along the identified Movement Routes (Policy GOD9).**

## Shopfront Design and Advertising

- 6.21 Godalming and Farncombe have historic retail centres which are important to local people. Godalming town centre is in a conservation area and has many listed buildings which should offer protection from inappropriate shop frontages. The retail areas in other parts of Godalming and Farncombe are also visually important and provide a community amenity.
- 6.22 The community wishes to protect and enhance these areas and, in particular, shop frontages are one important way that the unique ambience and attractiveness of the shopping experience in the area is enhanced.
- 6.23 There is widespread concern that excessive plastic and low quality shop frontage reduces the overall feel of the shopping areas. This is particularly important in the Town Centre Conservation Area where, due to the absence of any Article 4 Direction (see Glossary), changes can and have been made to unlisted buildings without needing planning permission. Whilst this cannot be addressed directly by the GoFarNP, it highlights the importance of ensuring that any proposed alterations to shop frontages follow appropriate design criteria.
- 6.24 Waverley Local Plan Saved Policy S7 (Shopfronts) requires a high standard of design, including the use of appropriate materials that blend in with the street scene. This has been complemented by the Waverley Shopfront Design Guide Supplementary Planning Document<sup>14</sup> (SPD) and it is considered that this guidance should be integrated into policy for Godalming and Farncombe, with specific requirements in respect of materials and design.



<sup>14</sup> Waverley Borough Council (2016) *Shopfront Design Guide Supplementary Planning Document*



***Farncombe's main retail area of the village centre with old and new developments sitting side by side interspersed with residential property and close to the parish church***

- 6.25 Design of shop frontages should be of a high quality and owners of shops and commercial properties should respond sensitively to the local area in the provision of an appropriate frontage. They should avoid plastic, aluminium and mosaic materials and the signage should not be overbearing in terms of size or design.



***National retailer using appropriate materials and design in the Conservation Area***

- 6.26 Generally, muted and traditional colours are preferred as they preserve the character of many of Waverley's shopping streets. The materials should reflect the architectural style of the building. Materials such as granite and marble, or modern highly reflective materials, are not usually characteristic of the area. Materials and colours should be carefully considered. The photograph above shows a national chain store with an appropriate frontage, reflecting the fact that many national retailers have logos and styles for conservation areas.



***An example where the building's original features have not been spoilt by the shop front***



***The left half of this shop's frontage has generic branding which detracts from the adjoining part of the frontage***

6.27 'Restore not replace' is an important principle. Godalming High Street has many traditional shop fronts which make up the character of the Conservation Area. Original features, such as recessed doorways, stall risers, mullions, transoms and pilasters, should, where possible, be restored rather than replaced.



***The shop on the left has divided the frontage with wooden painted windows and risers which fits with the street scene***



***The one above has used glazed ceramic tiles and large plate glass which is a bland expanse out of character with the street***

6.28 Care should be taken to ensure the size, shape and position of awnings and canopies are in keeping with the street scene and building and conform to Surrey County Council's clearance height recommendations. Retractable awnings and canopies are preferred as they allow for greater flexibility of use.





***Examples of rhythm and street scene***

- 6.29 The appearance of individual units should keep the 'rhythm' of the street scene (see the examples above, including the M&Co frontage). This additionally improves actual and perceived structural integrity of the building.
- 6.30 'Rhythm' is taken to mean the repetition or alternation of elements, often with defined intervals between them. It can create a sense of movement and can establish pattern and texture. A regular rhythm occurs when the intervals between the elements, and often the elements themselves, are similar in size or length. Examples are where shop frontages have been framed with smaller elements to fit in with the adjacent buildings.



***Good examples of existing signs in the Town Centre that are of a similar size and do not dominate or obscure architectural features***

- 6.31 Fascias should not hide architectural detailing of the building. They should not obscure the first-floor window sills and should be proportionate to the building.

- 6.32 As a traditional element of street scene, projecting and hanging signs should be simple, proportionate and hung either at fascia level or between the first-floor window sill and fascia.



***At night, the blue internal lighting of this shopfront – in the Conservation Area - is intrusive over a wide area, with its reflection capable of being seen more than 100m away in Bridge Street***

- 6.33 Illumination of shopfronts and signs can make a positive contribution to the street scene if it is in keeping with the character of the area. Small spot lights, halo lighting or a compact strip light is considered most appropriate for external illumination but must be subtle. Internally illuminated box fascias or hanging and projecting signs are discouraged and will generally not be permitted in Conservation Areas.
- 6.34 Advertisement Boards (A-Boards) should not clutter up the street scene, and should be sympathetic in terms of colour and materials to the character of the area. All A-Boards should follow Surrey County Council guidance which specifies conditions on when A-Boards will be permitted on a highway. Projecting and hanging signs, subject to advertisement consent, are preferred to A-Boards.

#### **POLICY GOD7: SHOPFRONTS, SIGNAGE AND ADVERTISING BOARDS**

- A. Development proposals for shopfronts and/or signage are expected to demonstrate a high quality of design that is in keeping with the character of the area and keep the 'rhythm' of the street scene. This particularly applies to Godalming High Street and other frontages that are within a conservation area.**
- B. In particular, a high quality of design will be expected to address the following:**
- a. Use of high quality materials in muted and traditional colours. Materials such as plastic, aluminium, marble and granite as well as reflective materials are generally not considered to be appropriate.**
  - b. Signage should not be overbearing in terms of size.**

- c. Original features, such as recessed doorways, stall risers, mullions, transoms and pilasters, should, where possible, be restored rather than replaced.
- d. Care should be taken to ensure the size, shape and position of awnings and canopies are in keeping with the street scene and building and are of an appropriate height. Retractable awnings and canopies are preferred.
- e. Fascias should:
  - i. be proportionate to the building;
  - ii. not hide architectural detailing of the building; and
  - iii. not obscure first-floor window sills.
- f. Projecting and hanging signs should be simple, proportionate and hung either at fascia level or between the first-floor window sill and fascia.
- g. Illumination of shopfronts and signs should be in keeping with the character of the area, using small spot lights, halo lighting or a compact strip light. Internally illuminated box fascias or hanging and projecting signs are discouraged and will generally not be permitted in conservation areas.

## Protected Views

- 6.35 One aspect raised by the community through the GoFarNP engagement process was the importance of protecting valued landmark views from any negative impact that could be caused, directly or indirectly, by proposed development, whether residential or commercial.
- 6.36 Public consultation showed particular support for the view from Chalk Road/Bridge Road across the Lammas Lands towards the Parish Church, framed by the wooded hillsides. Whilst the Lammas Lands themselves are protected from development by Waverley Local Plan Saved Policy C5, this does not protect against inappropriate development on the other side of this iconic vista.



***View of the Parish Church of St Peter and St Paul from Chalk Road/Bridge Road***

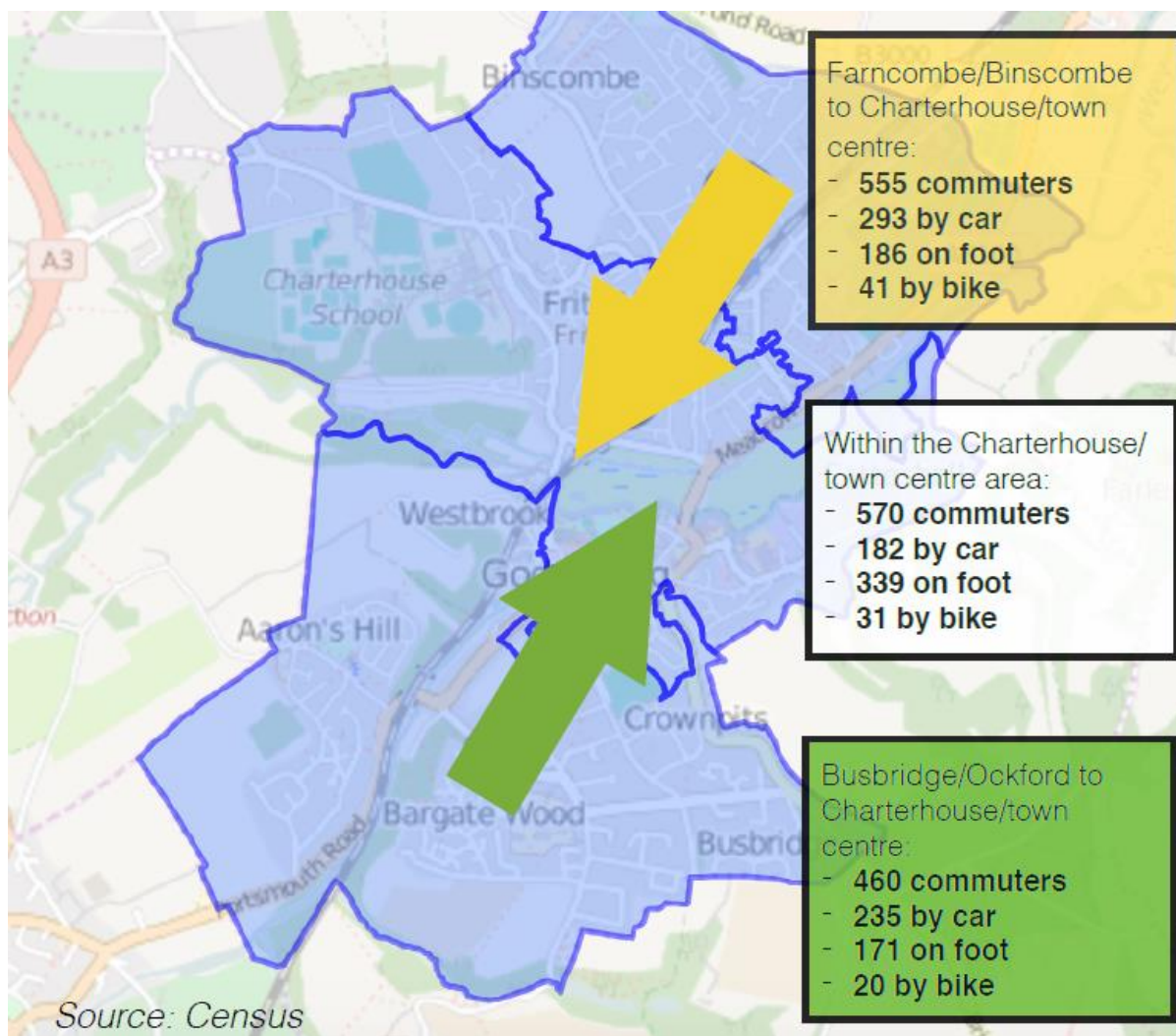
**POLICY GOD8: VIEW FROM CHALK ROAD/BRIDGE ROAD TO PARISH CHURCH**

**Development should preserve the historic setting of the local view from Chalk Road/Bridge Road towards the Parish Church of St Peter and St Paul, across the Lammas Lands. Any development which has a detrimental impact on the setting of this view will be refused.**

## 7 TRANSPORT AND MOVEMENT

- 7.1 Movement around, into and out of an historic but growing settlement such as Godalming and Farncombe, is an increasing issue. Specifically levels of vehicle congestion are high, particularly around the town centre and on most main routes at peak periods. Whilst many in the community wanted to see expansion of road provision for cars, this is not a feasible option given the limited amount of space in the town. In addition, with planned growth any such expansion of road capacity would be likely to fill quickly resulting in no improvement in conditions. Not only does congestion cause issues for the environment in terms of vehicular emissions, but also on human health as a result of air pollution. In this regard, there are considerable air pollution issues in Godalming, as demonstrated by the presence of an Air Quality Management Area (AQMA) along Ockford Road and Flambard Way since 2005. Growth will bring more people making more trips along these routes and others which may exceed legal limits of nitrogen dioxide (NO<sub>2</sub>) as a result, so it is important that action is taken to address this threat. The matter of air pollution is specifically addressed in Section 9.
- 7.2 Equally however, there does need to be satisfactory provision of parking to help the town and local centres to thrive and to ensure high quality developments which keep as many cars from parking on the streets as possible (the latter issue was addressed in Section 6). In short, there is a balance to be struck between discouraging car use where possible but providing for needs where appropriate.
- 7.3 Transport is used principally for people to access services - education, healthcare, shopping, jobs and leisure. Enabling people to access these services as easily as possible, and preferably as close as possible to where they live, minimises cost, time and use of resources.
- 7.4 Analysis of the 2011 Census shows that:
- 15% of households in Godalming do not have access to a car, rising to 29% in some locations of Farncombe, but as low as 4% in the Charterhouse area, reflecting differing incomes and ability to access facilities locally.
  - There are 12,323 cars or vans owned by Godalming's 8,954 households - 1.38 per household. However, again, this ranges from a low of 1.07 cars per household in the Meadow area of Farncombe to 1.77 in Charterhouse.
  - In 2011, 7,395 residents of the town commuted to work, and 6,543 worked in the town, of whom 2,500 (38%) came from within Godalming.
  - 17% of Godalming's working residents commute by train, 14% on foot or by bike, 2% by bus, but the majority (60%) get to work by car or van. The remaining 7% work from home.
- 7.5 This illustrates that reliance on the car as a means of getting about is high, it being the predominant mode of travel for the community of Godalming and Farncombe. As many of these are short, local journeys within Godalming and Farncombe, they could potentially be replaced by walking or cycling, particularly through effective use of techniques that serve to change how road space is used and prioritised in terms of who uses it. Figure 7.1 shows that every working day, approximately 1,600 commuters travel within the GoFarNP area to get to work, 45% do so by car.

**Figure 7.1: How and Where People Commute in Godalming and Farncombe**



- 7.6 With Godalming and Farncombe being two of the closest stations to the anticipated strategic developments at Dunsfold Park and Milford, many of the new residents there will look to access these railway stations for commuting, many coming by car. There is a serious risk that this increase in people travelling to the stations by car will worsen significantly over the plan period. Experience suggests that the more car parking is provided then the more it will be filled, and so an entirely different approach is needed – one that encourages sustainable transportation and is in harmony with tackling the major issue of climate change.
- 7.7 The GoFarNP therefore seeks to focus local policy on measures that encourage alternatives to car use, such as walking and cycling and the use of public transport, all of which have a lower impact on the environment. The GoFarNP seeks to provide a clear strategy and policy framework for creating more space for walking and cycling on key routes and to encourage development to facilitate a shift away from reliance on the private car.
- 7.8 Bus services are also an important part of this strategy shift away from the private car. Bus routes need to serve key locations such as the town centre and the railway stations more frequently and more reliably in order to increase bus use. This will also help to reduce the number of rail commuters that occupy parking spaces which could serve the town centre during the working day.

## Walking

- 7.9 Engagement with the community identified that more people would walk into the town if the routes for pedestrians were improved. Many key pedestrian routes lack safe crossing points – for instance, access to schools, railway stations and other facilities. There are places on busy roads without footways and there are places where repairs or slight changes to the footways would make use by pedestrians and wheelchair users much easier. Some footways are obstructed, for instance by parked cars.



***Lack of pavement on the station side of the main route into Godalming Town Centre***



***Footway submerged under vegetation***

- 7.10 A detailed survey of footway routes<sup>15</sup> identified a series of actions that could be taken to improve facilities for pedestrians. This includes the following:

- More dropped kerbs in suitable locations
- Footway repair/renewal
- A balanced phasing of traffic lights between pedestrian and traffic flows
- Footway camber to remain level when dropped kerbs are installed
- Sections of non-continuous footway to be resolved
- Existing roads closed to motorised traffic, such as the route leading from Farncombe Hill onto the old Farncombe Hill should be made fully accessible to pedestrians, wheelchair users and cyclists
- Facilitate safe crossing at wide junctions by pedestrians and wheelchair users
- Pedestrian lanes should be improved and maintained
- Turning across traffic on Bridge Road should be banned with traffic having to use the roundabouts at either end to access turnings, thereby reducing congestion on Bridge Road.

<sup>15</sup> Godalming & Farncombe Neighbourhood Plan (Spring 2016) *Report of the Footways Working Group*



***Lack of adequate crossing or street lighting at Farncombe Station***



***No dropped kerb at crossing, The Oval/Summers Road***

- 7.11 Many of these issues can be dealt with outside the planning system. However, new development does offer to opportunity to address these matters and it is considered that greater weight should be given to considerations of pedestrian movement along public routes which development adjoins. If well planned, then such development should increase the number of people using these routes, hence the justification for development addressing any deficiencies in provision.
- 7.12 In addition, the matters identified in the Footways Report could be addressed through use of Community Infrastructure Levy (CIL) funding raised from development within the GoFarNP area.

### **Cycling**

- 7.13 Cycling in Godalming and Farncombe, as in many towns, is more hazardous than it need be. Many are put off from cycling by the perceived lack of safety, a point raised through the community engagement process informing the GoFarNP.
- 7.14 Locally, more people cycling would mean reduced pressure on parking in the town centre and reduce congestion on the roads at key times. This is particularly the case if cycling is used as a mode of travel to work, when the roads are busiest. For instance, around 1,000 vehicles travel into Godalming along Meadow/Bridge Road between 8am and 9am each weekday morning. Evidence gathered to inform the GoFarNP suggests that as much as a quarter of these cars may be coming from as close as Farncombe or Binscombe and travelling elsewhere in Godalming. Even if only a third of these trips could be shifted to bike (or walking) this would contribute greatly to improving traffic circulation and reducing the impact of traffic.
- 7.15 A review<sup>16</sup> of cycling conditions and the causes of low bicycle use by the local community identified a number of actions that could help to improve the number of people cycling. As with walking, many of these can be dealt with outside the planning system. In addition, the report identified a series of priority routes and schemes that will improve cycle access. As with walkway routes, the general principle should be that new development will create new cyclists and therefore should contribute towards the delivery of these schemes as a need arising from them.

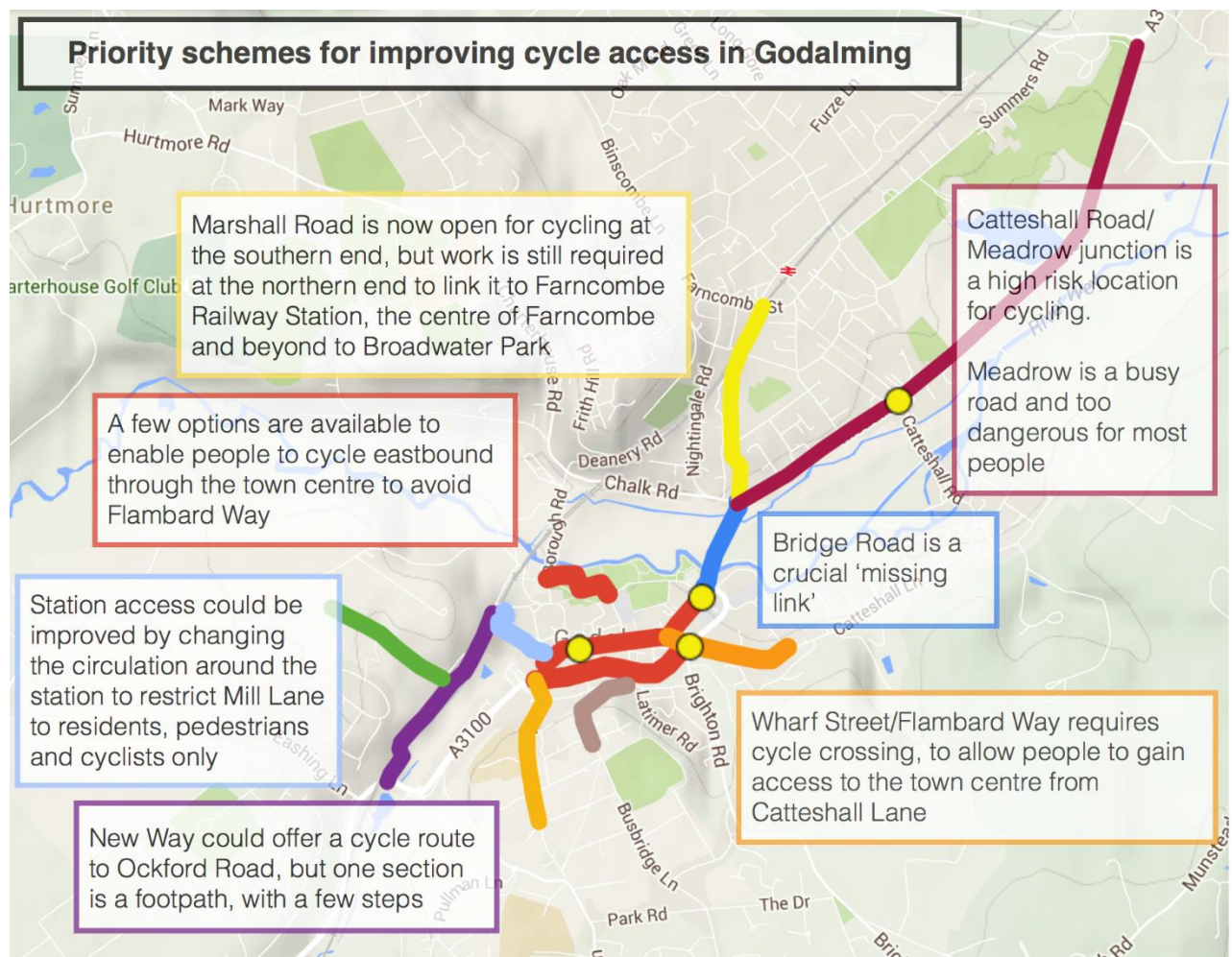
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<sup>16</sup> Godalming & Farncombe Neighbourhood Plan (2015) *Godalming: Cycling Issues and Proposals*



- 7.16 The adopted Waverley Local Plan identified two priority schemes for Godalming in Policy M7:
- widening the public footpath between Marshall Road and Chalk Road to form a shared footpath and cycle route; and
  - a new footpath and cycle route, with associated footbridges over the River Wey, between the Wey Inn roundabout and the road behind the Homebase store.
- 7.17 The first of these schemes has been completed but the second has yet to be considered in detail. The GoFarNP review work identified three options to achieve priority scheme (ii) above, although none are deliverable in the short term, either due to high costs or the need to narrow the existing vehicular route, which is unlikely to be acceptable to the community.
- 7.18 In addition to this identified need, a number of other schemes have been identified, as shown in Figure 7.2.

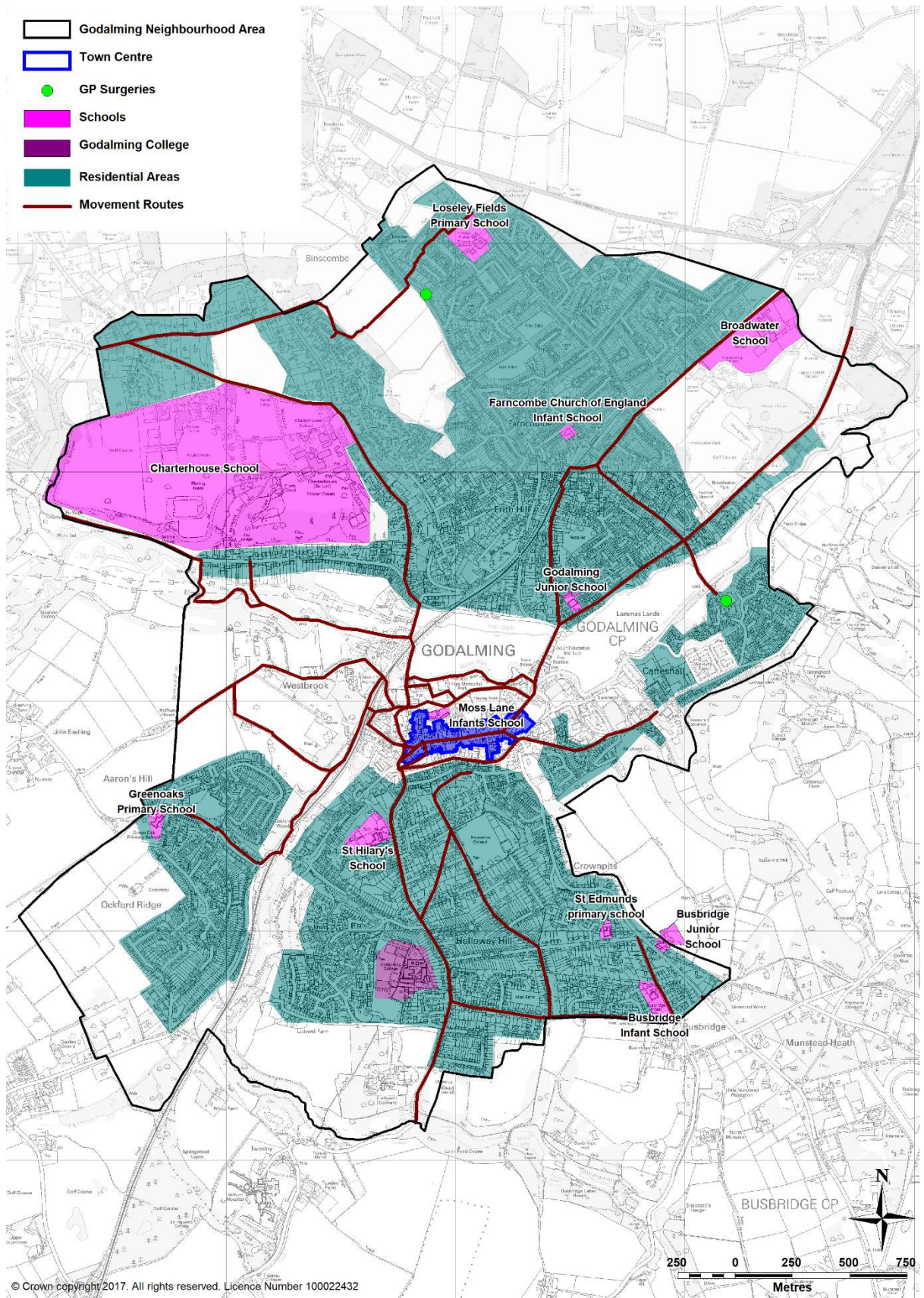
**Figure 7.2: Priority Schemes for Improving Cycle Access in Godalming**



## Movement Routes

- 7.19 In terms of trying to positively influence future patterns of movement into and around the town, the GoFarNP seeks to focus on making improvements for pedestrians and cyclists in order to encourage more walking and cycling from all the residential areas. This will benefit not only local residents but will help to address and potentially limit the amount of traffic that comes into Godalming and Farncombe from the proposed major developments at Dunsfold Park and Milford.
- 7.20 Linking residential areas into the network of walkways is vital to encourage more walking and less use of the car but also to connect these areas and their residents to the main services in Godalming and Farncombe. The same principles apply to the provision of improved cycling routes, although this requires more physical improvements before a more comprehensive network is in place that can represent a credible alternative to the private car. Such improvements to walking and cycling have a range of benefits including:
- providing genuine alternatives to the private car as a means of accessing the town centre shops as well as other key shops and services, such as the GP surgery and local schools;
  - providing health benefits through increased walking and cycling;
  - facilitating less congestion at busy times by encouraging children walking to and from school and people walking to the station and shops rather than 'jumping in the car' for a short journey;
  - providing a safer environment for the community of Godalming and Farncombe, including for vulnerable users.
- 7.21 Access on foot and by bicycle into and around Godalming town centre and to key facilities such as local schools and Godalming and Farncombe railway stations requires improvement to existing walkways and cycle routes as well as the provision of some new walkways, pedestrian crossing points and cycle routes in order to encourage increases in usage. As shown earlier in this section, work by the GoFarNP Transport Working Group has identified and mapped the main footpaths and cycle routes in Godalming and Farncombe. From this, a number of Movement Routes have been identified that will enable access on foot and by bicycle to these key facilities. These are shown in Figure 7.3. It is vital that these Movement Routes are improved and that access to them from new housing development can be provided.
- 7.22 For any development which does come forward, it will be important that safe footpath and, where possible, cycle access is provided to link in with these movement routes. Without this, these new developments will be isolated from the footway and cycle network and will become car-dependent estates.
- 7.23 Where improvements are necessary and directly related to the proposed development, contributions will be sought through Section 106 agreements and will be used to part-fund these and lever in match funding from other sources.

**Figure 7.3: Movement Routes**



#### **POLICY GOD9: MOVEMENT ROUTES**

- A. To ensure that residents can walk safely to the town centre, public transport facilities, schools and other important facilities serving Godalming and Farncombe; all new developments should ensure safe pedestrian and cycle access to link up with existing footways and cycle routes that, in turn, directly serve the Movement Routes shown on the Policies Map.**
- B. Proposals to enhance the identified Movement Routes and any other Movement Routes that are subsequently identified will be strongly encouraged.**
- C. Development will be expected to not have a severe residual impact on Movement Routes and to provide a strategy to mitigate the impact of additional traffic movements on the safety and flow of pedestrian access.**

- 7.24 All of these policies need to be supported by improved design of road space to give greater priority to users other than the private car. This could include 'filtered permeability' whereby roads are designed to still allow through-access for walking and cycling but remove it for motor traffic. This can be achieved either by a straightforward physical closure with bollards (or other engineering), or by the use of opposed one-way streets (with exemptions for cycling), or simply by signs. Once a road or street has been 'filtered', it remains accessible to motor vehicles, but is no longer usable as a through-route.
- 7.25 Alternatively, the use of 'shared spaces' may be appropriate in and around the town and local centres. Shared spaces are a design approach which seeks to minimise the segregation of pedestrians and vehicles. This is done by removing features such as kerbs, road surface markings, traffic signs, and traffic lights.
- 7.26 To assist with increased bus use, the development of dedicated bus lanes to replace certain through routes for traffic could be explored.
- 7.27 All of these issues should be properly addressed and considered through a detailed assessment.

### **Public Car Parking**

- 7.28 Car parking is a sensitive and growing issue throughout Godalming and Farncombe and we have, therefore, provided separate guidelines below. This is not only residential on-street parking – which is addressed in Section 6 and Policy GOD6 (Provision and Design of Residential Parking) - but also commuter parking due to the presence of two railway stations in the town and parking to use the shops and services in Godalming town centre. The proposed strategic developments at Dunsfold Park and Milford are likely to increase the volumes of traffic coming into these areas each day, therefore the demands on public parking – as distinct from resident parking – will increase.
- 7.29 In Godalming parish, car ownership is slightly above the South East region average, at 1.38 cars per household, and well above the national average.
- 7.30 With the high levels of out-commuting by local residents exacerbated by the significant number of people driving to use the stations in Godalming and Farncombe, parking at these stations is insufficient to address needs. As a result, people parking in the surrounding streets causes congestion and difficulties for pedestrians and cyclists throughout the day. With Godalming and Farncombe being two of the closest stations to the anticipated strategic developments at Dunsfold Park and Milford, there is a serious risk that this situation will worsen over the plan period.

- 7.31 Accordingly, an approach is needed based on the principle of integrated transport. The recent improvements at Godalming station with the installation of lifts to benefit many people – especially wheelchair users – and the enhanced cycle park facilities, represent the beginnings of such a policy. A vision and approach is needed that encompasses all forms of transport to these stations, including on foot, and seeks to change the situation where neither station has any bus service stopping outside.
- 7.32 Creative solutions to these issues will therefore be strongly supported. However, parking still forms part of this strategy to increase rail usage and therefore proposals that seek to increase the capacity of car and bicycle parking at the stations in Godalming and Farncombe will be strongly supported. This could be targeted at specific users, for example only being for off-peak users to encourage use during the daytime when many people know that at present, all parking has been occupied by commuters.
- 7.33 A related parking issue is the need to provide more car parking in Godalming town centre. Currently a significant proportion of the parking in the town centre is occupied by commuters. Public parking to serve those coming to use the town centre is required, albeit that the levels of provision need to be carefully balanced; over-provision will encourage more car trips to the town centre when the overall strategy is focused on encouraging alternatives to the private car.

#### **POLICY GOD10: PARKING AT GODALMING AND FARNCOMBE STATIONS AND GODALMING TOWN CENTRE CAR PARKS**

##### **Proposals that address the following will be supported:**

- i. Increases in the capacity of car and bicycle parking that can serve the needs of passengers using Godalming or Farncombe railway stations.**
- ii. Redesign of the forecourts at Godalming and Farncombe railway stations so that buses can stop outside the entrance and so that it creates an environment suitable for all users.**
- iii. Increases in the capacity of car and bicycle parking which will demonstrably serve the needs of those using shops and services in the town centre.**

## **Electric Vehicles**

- 7.34 With the significant issues relating to vehicle congestion on Godalming and Farncombe's roads, it is an important objective of the GoFarNP to bring about a lifestyle change so that all residents, workers and visitors become much less reliant upon fossil fuel vehicles. The GoFarNP has focused on improving cycling and walking, but the car will still play an important role for many in getting around. Reduction in the amount of fossil fuel powered vehicles in Godalming and Farncombe will help contribute to the health of the people and the environment. With the July 2017 Government announcement that by 2040, the sale of diesel and petrol cars will be banned, the focus will clearly be on the use of electric cars. Moreover, the share of all vehicles that electric vehicles will represent is expected to grow significantly over the plan period. It is therefore important that the Plan provides clear encouragement for the infrastructure needed to support this.
- 7.35 Where development does provide additional space for motor vehicles, associated provision for electric and plug-in hybrid vehicles should also be made. Such vehicles have zero tailpipe emissions unlike traditional vehicles and therefore have a far lower impact on the local environment

and pollution levels. This can be enhanced if the electricity to power them comes from renewable sources.

- 7.36 Development should therefore provide the facilities to enable the residents, workers and visitors to the area to use electric motor vehicles by installing charging points. This includes public parking as well as private residential parking.

#### **POLICY GOD11: ELECTRIC VEHICLE INFRASTRUCTURE**

**Where vehicle spaces are provided to support development, the associated provision of charging points for electric vehicles (both on-street and off-street) that can be used by the occupiers of residences and business premises in the Godalming and Farncombe Neighbourhood Plan area will be encouraged.**

#### **Other Sustainable Transport Actions**

- 7.37 There are a number of other important actions which do not necessarily require planning policy to enable them to happen but are an important part of the overall transport strategy for Godalming and Farncombe. These are:
- Undertake a study which looks at the potential for increasing the road space available for pedestrians, cyclists and buses through the use of, for example, filtered permeability, shared spaces and dedicated bus lanes.
  - Explore the possibility of park-and-ride bus provision, particularly to mitigate the potential impacts on Godalming and Farncombe of increased traffic created by strategic development at Dunsfold Park and Milford. This should look at a number of route options including from Brighton Road to Godalming railway station.
  - Lobby for more active enforcement of poor parking, i.e. parking that blocks pavements.

## 8 ENVIRONMENT

### Land

- 8.1 A home to live in is clearly the first and most vital consideration for everyone. Beyond this, most people wish their home to be set within an attractive and healthy environment. 'Green space' is not just good to look at. It provides room for outdoor leisure. Plants and trees contribute to air and water quality and we have a duty to manage our environment for the benefit of the flora and fauna that we share it with. A good environment helps to keep us healthy, both physically and mentally.
- 8.2 In a town such as Godalming, it is difficult to find space for all that the community wants to achieve and this will become increasingly apparent as the population rises over the plan period.



*The unique Lammas Lands in the heart of Godalming, a quintessential flood plain*

- 8.3 The following examples illustrate key issues that should be addressed under the theme of 'green space':

#### ***Landscape – aesthetics vs. habitat vs. utility***

- 8.4 We have an inbuilt sense of what looks neat and tidy. We tend to like roadside verges mown, woodland cleared of dead branches and open land free from brambles, nettles and ragwort. However, this is rarely the best management plan for nature. Setting aside land for nature reduces the space available for more utilitarian uses and there can be an indirect cost associated with managing land for its aesthetic or environmental benefit.

#### ***Leisure – formal vs. informal***

- 8.5 There is a limit to the amount of land that that can be set aside for outdoor recreation, i.e. parks, play areas and playing fields. Many popular sports demand a significant amount of space and it is increasingly difficult to satisfy this demand in Godalming and Farncombe. Nevertheless, these activities provide great benefit and must be accommodated as far as possible but it is recognised that informal, outdoor leisure is also important to health and well-being and a balance must be struck between the provision of formal and informal recreation space.

### ***Wildlife - protection vs. access***

- 8.6 Sometimes conservation requires protection measures, e.g. for ground nesting birds at breeding time. However, freedom to access and observe is fundamental to the process of education that leads people to value nature and so seek to protect it. Green space is also attractive for its own sake. If a green corridor is created along which wildlife can move, it will almost certainly be attractive for people to walk or cycle along too.
- 8.7 Fortunately, by providing attractive green routes for people, they can be guided away from the spaces set aside for nature. Some areas have stayed green precisely because they are 'public'. Here, well surfaced and well aligned paths can direct footfall and considered planting and wetland features can obviate the need to secure areas with fencing.

### **Green corridors**

- 8.8 A green corridor is a thin strip of land that provides sufficient habitat to support wildlife and its movement along it. They could be as little as a continuous hedgerow or a wider strip such as a footpath, verge, riverbank or railway embankment. Other green spaces such as playing fields, parks, cemeteries or allotments can also be described as green corridors providing they provide sufficient wildlife habitats.
- 8.9 Green corridors serve an important function in towns, namely to:
- break up the mass of the built environment
  - reinforce the essentially wooded nature of the area
  - support flora and fauna and enable migration between existing open spaces and into town
  - provide local havens for recreational enjoyment
  - create potential routes for non-motorised access between residential areas and local facilities, alleviating pressure on roads and parking and hence improving air quality and public health.
- 8.10 The primary reason for identifying green corridors is so that they can be protected and managed to improve their benefit for wildlife. However, this does not imply that green corridors will be exclusively set aside for this purpose. Some green corridors are suited to human recreational access and/or can provide space for 'green routes' for non-motorised transport. While it may seem counter intuitive to improve human access to green corridors, the public often enjoys right of access already and well considered routes provided with quality paths can manage footfall away from areas that are sensitive for wildlife. Small interruptions to continuity are excepted, e.g.
- roads or other transport routes
  - isolated buildings with surrounding gardens or farmland
  - narrow bands of building likely to be subject to redevelopment.
- 8.11 Where continuity is interrupted, wildlife tunnels or bridges, suitable planting (to mitigate the presence of isolated buildings) and appropriately aligned and planted green space can mitigate any detrimental impacts on wildlife.
- 8.12 The fact that the countryside comes right into the town is one of Godalming and Farncombe's key attractions. The Wey Valley contributes significant landscape value to the town and provides a 'green corridor', bringing the natural environment to its very heart. This area is already very strongly protected against development which allows the existing green corridor to thrive.



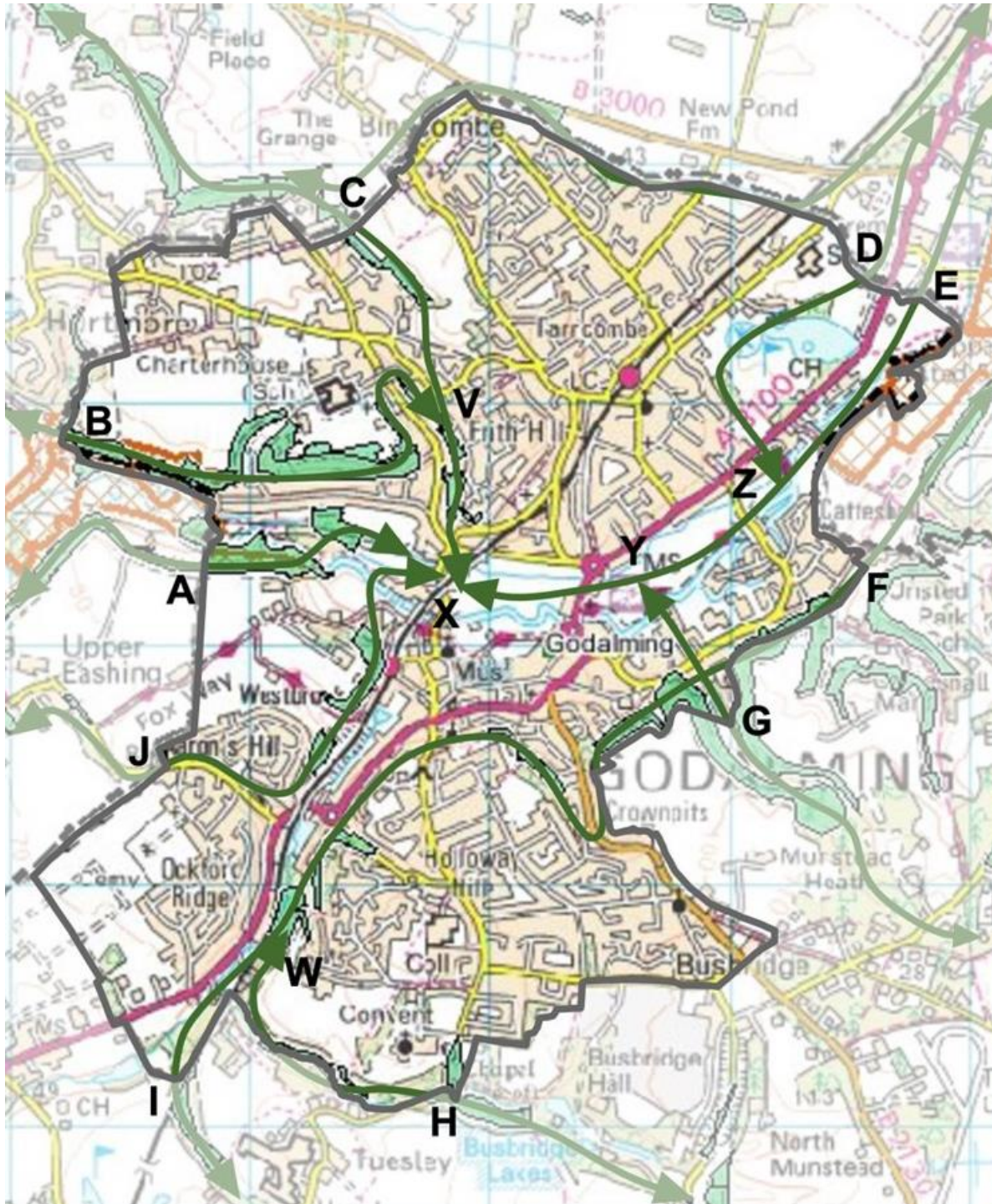
- 8.13 The green corridors within the Godalming and Farncombe Neighbourhood Area are listed in Table 8.1 below and indicated on the map in Figure 8.1.

**Table 8.1: Green Corridors in Godalming and Farncombe**

Map Reference (see Fig 8.1)	Description	Notes
A-X-E	The River Wey Valley	The principal and most obvious corridor following the course of the River Wey. Many areas are accessible to the public and a number of foot/bridal paths are in evidence. It is generally flat and well suited to improvements as a green route for walking and cycling.
B-V	Hillsides - Peperharow Road	Largely ancient woodland linking a site of special scientific interest (SSSI) in the west to the Charterhouse hillside in the east.
C-V-X	Hillsides- Mark Way and Charterhouse	Areas of woodland managed by Surrey Wildlife Trust with adjoining farmland linking woodland and open farmland in the north to the Charterhouse hillside and the Wey Valley.
D-Z	Broadwater Park	The fringes of Broadwater Park that are not intensively managed for sport.
F-I	Hillsides – Southern slopes	Ancient woodland covering large stretches of the southern valley slopes.
G-Y	Munstead Heath link to the Wey Valley	Open farmland approaches close to the town boundary and the Wey Valley. Opportunities may arise to make this more contiguous during any redevelopment near Catteshall Lane.
H-W	Busbridge Lakes	A mixture of woodland and water linking to the Ock Valley
J-X	Aaron’s Hill and Ock Valley	The wooded slopes of Aaron’s Hill and Westbrook overlooking the Ock Valley.

- 8.14 The green corridors shown in Figure 8.1 are represented by green arrows. Ancient Woodland has been shaded green and Sites of Special Scientific Interest (SSSIs) are hatched orange. It is important to note how the green corridors link these together.
- 8.15 The existing tracts of woodland help to identify corridors. Surrey Wildlife Trust notes that the inclusion of multiple habitats within a corridor strengthens its value and most of the green corridors in Godalming and Farncombe embrace multiple habitats. The Wey Valley green corridor, in particular, brings together woodland, grassland and river over much of its length. Busbridge Lakes and the Ock Valley combine woodland with river/lake. The hillsides to the north combine woodland and grassland. Only on the hillsides to the south, in those sections close to the town, does existing development constrain habitat to woodland and gardens. Indeed, it is important to note that the areas defined as the ‘Godalming Hillsides’ and ‘Areas of Strategic Visual Importance’ correspond and link with the identified green corridors.
- 8.16 Future development must recognise these corridors and safeguard their integrity. It should seek to improve their quality where opportunities exist. Whilst the area outside the built-up area is well protected, it is also important to maintain and enhance Godalming and Farncombe’s semi-rural character within the built-up areas.

Figure 8.1: Green Corridors in Godalming and Farncombe



8.17 This does not mean that development cannot occur along the green corridor. Rather, good design of individual buildings and of neighbourhood scale green and open spaces, including private gardens, can help to ensure that many of the species that are in Godalming and Farncombe can not only survive but thrive. This is crucially in line with the national planning guidance for achieving net biodiversity gain through all new development (NPPF, 2016). Examples include:

- Designing houses and neighbourhood scale green and blue features so that there is space for wildlife. For example, at the individual building scale, creating artificial nests sited in places

away from windows and doors can create vital new roosting sites to support populations of birds.



### ***Hedgehog friendly fencing***

- Boundaries between dwellings can be made hedgehog friendly by including pre-cut holes for hedgehogs to more effectively move across neighbourhoods to forage.
- New planting schemes can support bees and other pollinators by including nectar-rich plants; and tenants in new housing developments can be encouraged to adopt a wildlife-friendly approach to gardening through inclusion of educational literature in 'home-information' packs.
- Veteran trees should also be incorporated into landscaping in new developments and protected from damage by fencing or provision of circular hedging. This can make a very attractive feature and focal point for a public open space.

8.18 Sustainable Drainage Systems (SuDS) can be designed and managed to include soft, green landscaping features and wetland habitats, providing opportunities to enjoy wildlife close to where people live. Information about the multi-benefits of SuDS can be included in 'home information' packs in new development, or in on-site interpretation in open and green spaces, to encourage understanding and engage community members in supporting its long term management.

## **POLICY GOD12: GREEN CORRIDORS**

**In order to achieve net biodiversity gain across Godalming and Farncombe, development will be expected to preserve and enhance the wildlife corridors identified on the Policies Map. In particular, new development proposals should incorporate provision for local wildlife to thrive.**

## **Godalming Hillsides**

- 8.19 The Godalming Hillsides have been identified and specifically protected by Waverley Local Plan policy. Given the topography of Godalming and Farncombe, with the Wey Valley running through the heart of the town and the valley sides rising steeply on either side, this creates very prominent areas which are highly visible across the town. Waverley Local Plan Policy BE5 recognises this and makes clear that development here will not be acceptable unless it would not diminish the wooded appearance of the hillside and result in a loss of tree cover to the detriment of the area and the character and setting of the town. The emerging Local Plan considers that the policy is worthy of retention but may review the boundaries.
- 8.20 The protection of the Godalming Hillsides is important to the community and therefore the retention of a policy in the Local Plan is strongly supported. As such, it is not necessary to provide a GoFarNP policy covering this matter. However, the existing policy only addresses the wooded appearance of the area. It is equally important to maintain the overall character and setting of the hillsides and the town in general that development at the highest points on the hillsides does not significantly encroach on the existing skyline. Given the higher level of sensitivity of development on the skyline of the Hillsides, this has specifically been identified in the policy.

### **POLICY GOD13: GODALMING AND FARNCOMBE SKYLINE**

**As part of the protection of the Godalming Hillsides and their importance to the character and setting of Godalming and Farncombe, development is expected to ensure that it retains the skyline, as created by the natural features, at the highest points along the Hillsides. Development should avoid being at a height that is prominent on the skyline and must ensure that if it is visible then it can clearly be demonstrated how this enhances the character and setting of the area.**

## **Water**

- 8.21 Reducing the amount of water we use both domestically and commercially in turn reduces the amount of waste water that needs to be treated. The amount of water extracted from our rivers will also be reduced which will help to protect the wildlife that lives in our rivers and wetlands.
- 8.22 Equally, the use of recycled water is important where this is possible, e.g. for flushing toilets. Whilst the requirements for energy efficiency are dealt with by Building Regulations, it is important to encourage innovation and for development to go beyond the minimum requirements to deliver buildings that enable effective recycling of water for use.

### **POLICY GOD14: WATER RECYCLING**

**Development proposals that incorporate measures which enable the use of recycled water in residential and commercial properties will be encouraged.**

## Air

- 8.23 Air pollution is becoming one of the main health threats facing the UK. Specifically it comprises greenhouse gases (such as carbon dioxide (CO<sub>2</sub>) and ozone (O<sub>3</sub>) and local air pollution. The most important regulated gas for legal purposes in ambient air is NO<sub>2</sub>. One of the main causes is vehicles and congestion which means engines idle and air pollution becomes concentrated in those locations.
- 8.24 Air pollution in parts of the GOFarNP Area is significant and potentially worsening. There is an existing Air Quality Management Area (AQMA) along Flambard Way and part of Ockford Road.
- 8.25 The most recent Waverley Updating and Screening Assessment<sup>17</sup> report determined that exceedances of the national air quality objectives were likely for nitrogen dioxide (NO<sub>2</sub>) at the following sites:
- Flambard Way, Godalming, in proximity to the junction with Brighton Road/Wharf Street
  - Holloway Hill, Godalming, in proximity to the junction with Flambard Way
- 8.26 In addition, local monitoring undertaken through a programme being run in 2017 by Friends of the Earth identified that there were high levels of air pollution further out of the town along Meadow, at a key pinchpoint close to Bridge Road. This showed a nitrogen dioxide (NO<sub>2</sub>) reading higher than the 40 micrograms per cubic metre (ug/m<sup>3</sup>) mean annual limit for monitoring undertaken in January 2017.
- 8.27 This means that support for sustainable development must include a stringent approach to development which might increase the already unlawful levels of air pollution. In formulating its policy on air pollution, the plan has had regard to all relevant national policies and expert opinion used to inform another emerging GoFarNP.
- 8.28 There are some relatively simple solutions which can help to minimise the impacts of air pollution. Healthy trees of appropriate species in the right locations absorb NO<sub>2</sub> and particulates and can reduce air temperature during hot summer months, reducing ozone and other pollutants. To ensure the best effect is achieved and to protect from disease, a mixture of tree species is needed, with the species chosen based on their Urban Tree Air Quality Score (UTAQS). Trees should be located wherever an appropriate space is found, with particular focus in and around areas of poor air quality and high pollution, or areas where air quality is at risk of deteriorating.
- 8.29 Care must be taken when choosing the location of tree planting, so as not to decrease airflow, or trap pollutants and therefore reduce air quality. Avenues of trees alongside high buildings can be counterproductive, locations should be found near to polluted area(s), but with open space around.

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<sup>17</sup> Waverley Borough Council (2015) *2015 Updating and Screening Assessment for Waverley Borough Council*

**POLICY GOD15: HEALTHY AIR**

- A. Development should not damage the health of the air by increasing emissions of harmful pollutants to it. Development should comply with all minimum European Union or UK environmental standards in relation to air pollutants, whichever is the more stringent.**
- B. All major new development (defined as at least 50 dwellings or 5,000m<sup>2</sup> floorspace) must carry out an air emissions screening to determine whether a detailed air quality assessment will be required.**
- C. Such development must be designed to minimise harmful emissions to air. In particular:
  - a. such development must demonstrate that it is 'air quality positive' (i.e. better than existing or the existing benchmark). In principle, all development should be substantially less polluting than existing development that it will replace;**
  - b. development must not worsen an existing breach of a limit value or cause a breach;**
  - c. where limit values are not exceeded in the locality, developments must try to maintain lawful levels and not cause or contribute to worsening air quality.****
- D. Development is encouraged to use tree planting as a way of minimising the impacts of air pollution. Proposals that are accompanied by a tree planting strategy which demonstrates that healthy trees of appropriate species will be planted in locations where their ability to absorb nitrogen dioxide (NO<sub>2</sub>) and particulates is greatest, will be encouraged.**

## 9 COMMUNITY AND INFRASTRUCTURE

- 9.1 A number of key issues were raised relating to community and infrastructure provision within the GoFarNP area. This related to arts and culture, crime, education, health provision, social activities (including sport) and the resilience of utility provision covering communications (broadband coverage) and the security of electricity and gas supplies.

### Health Provision

- 9.2 The responses to the GoFarNP household questionnaire indicated that the majority of residents considered access to local primary health provision to be 'easy'. However, a number of residents identified a difficulty in getting timely appointments with doctors and the lack of NHS dentists in the town.
- 9.3 In addition, physical access to surgeries was identified as an issue, with insufficient parking at doctors' surgeries raised, as well as limited public transport serving the surgeries. Binscombe Surgery is served once per hour by the number 46 bus and the Mill Practice is served by two bus routes, the numbers 42 and 72<sup>18</sup>, which provide services every 90 minutes to two hours.
- 9.4 The Mill Medical Practice increased the number of GPs in 2016 and has scope to expand, although its parking provision remains limited. However, despite the issues of parking at The Mill, in its latest published annual report (2014) despite 49% of responders stating that they found parking at the surgery sometimes or always difficult, only 29% stated that they would find it useful if transport was available to bring them to the surgery. Responses also indicated that 77% were aware of the nearby public car park.
- 9.5 Binscombe Medical practice is considered by the senior partner as having reached capacity. Moreover, the practice has stated a desire to relocate to a much larger, purpose-built, environmentally sustainable medical facility within the current practice area. The practice owners would envisage this facility offering additional services to the local community including upgraded pharmacy and physiotherapy in addition to outpatient facilities for the Royal Surrey Hospital consultants to provide community-based clinics. Agreement to this, in principle, has already been established with the Hospital.
- 9.6 No specific sites are identified within the GoFarNP for the provision of additional medical facilities. However, if the Guildford and Waverley Clinical Commissioning Group, identifies a clear need for new provision or the expansion of existing facilities, then this will be supported. What will be important is to establish an appropriate balance of parking provision at the surgeries and encouraging patients to travel to the surgeries either on foot, by bicycle or on public transport.

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<sup>18</sup> The number 72 route was introduced after the survey was undertaken

#### **POLICY GOD16: HEALTHCARE PROVISION**

- A. The provision of new or expanded healthcare facilities to serve the community of Godalming and Farncombe will be encouraged. Ideally this should deliver facilities to enable a range of services to be provided on site, including outpatient services, a pharmacy and NHS dental services.**
- B. The provision of any new medical facilities should be in an accessible location to the existing residential community it serves. This should be well served by existing public transport services and maximise the potential for access on foot and by bicycle.**

### **Community Infrastructure**

- 9.7 The GoFarNP household questionnaire sought to establish residents' satisfaction with the range of provision of community facilities. What was notable was that teenagers, families and those with disabilities all had satisfaction rates ranging from 60% to just 32%. Moreover, the quality of provision for teenagers and those with disabilities was considered to be poor.
- 9.8 The provision of public services and facilities in the urban environment has a significant impact on the quality of life that residents and others enjoy. Good quality local public services, including education and training opportunities, health care and community facilities, are identified as one of the key elements for a Sustainable Communities Plan connected with crime reduction and community safety<sup>19</sup>.
- 9.9 Godalming has been identified as Waverley's second highest need area in terms of tackling issues relating to deprivation, including crime. Godalming Central Ockford ward is where the needs are most acute; for example, it includes the highest percentage of mental health conditions among various households with 11 to 24-year-olds<sup>20</sup>.

### **Existing Provision for Children and Young People**

- 9.10 There are a number of facilities in Godalming which have a relevance for young people, ranging from organised clubs and activities to recreation grounds and open spaces. Some have very limited appeal, for example, the two community centres offer dance classes on a weekly basis, and one gives a home to the local junior drama group, but as they are commercially run facilities, the onus is upon them to take bookings rather than provide community facilities.
- 9.11 Godalming is home to an Air Training Corps, a Canoe Club, Scouts and a Junior Drama Group. Each of these organisations offers weekly activity to groups of around 40 to 45 children, with more emphasis on the summer months. The town has no local authority-run youth groups.
- 9.12 There are no public agency supported youth or children's activities in Godalming and Farncombe - all provision has to be paid for, which is not possible for many poorer families in the community.
- 9.13 In developing its play area strategy<sup>21</sup>, Waverley Borough Council has identified seven wards that fall below the borough average for both equipped play provision and the Fields-in-Trust standard

<sup>19</sup> Office of the Deputy Prime Minister (2004) *Safer Places - The Planning System and Crime Prevention*

<sup>20</sup> Surrey Community Youth Work Services (2015) *Waverley Youth Work Needs Assessment*

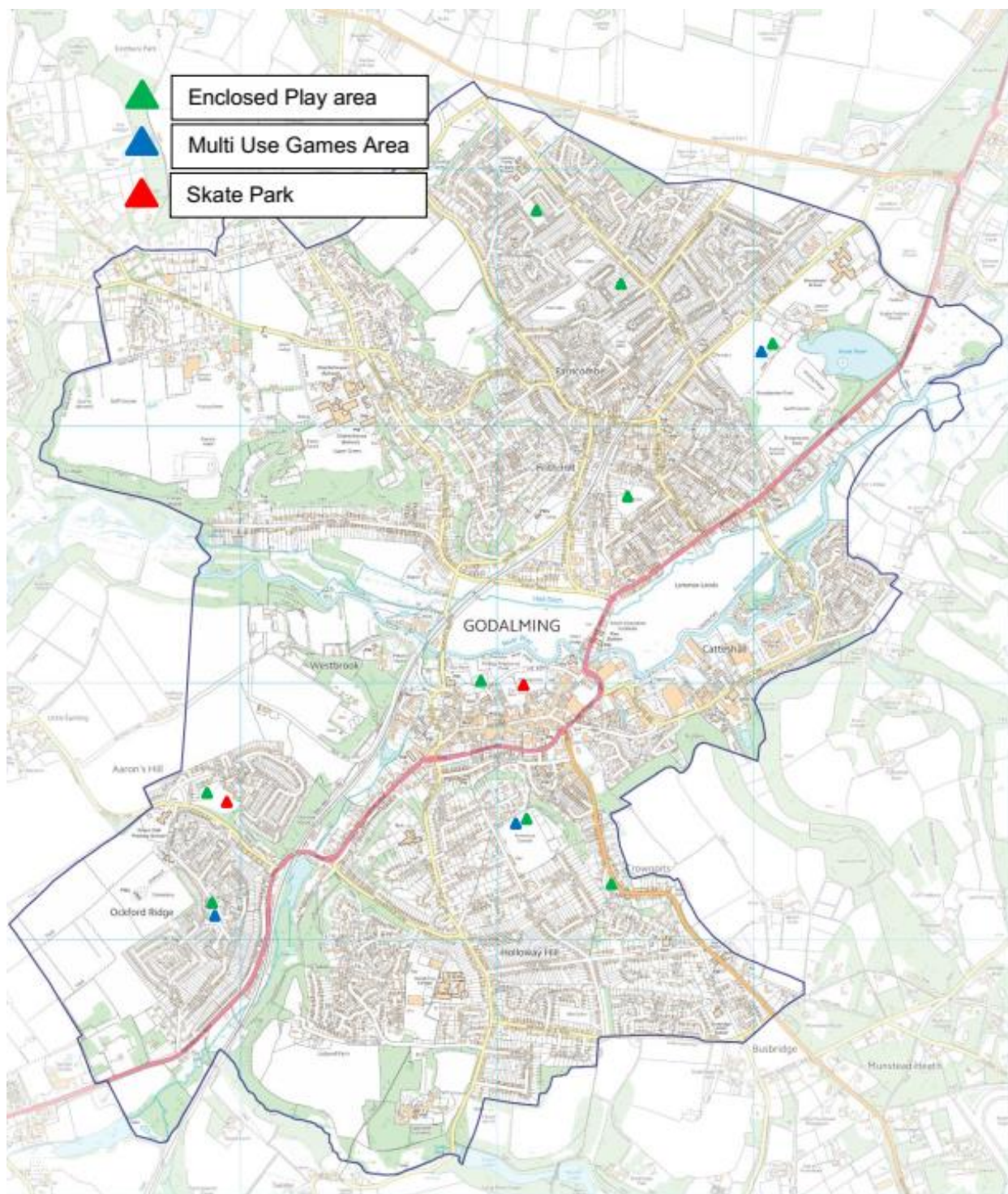
<sup>21</sup> Waverley Borough Council (2015) *Waverley Play Area Strategy 2014-2024*



for informal play space. These include Godalming Binscombe and Godalming Charterhouse. Also, Godalming Holloway is identified as having significantly less than average play provision.

- 9.14 Godalming Town has eight play areas. Of these, seven offer good facilities for toddlers and small children, in well-kept and modern playgrounds, suitably enclosed and reasonably accessible. In some cases, they are accessed across grass, but this is easily negotiated with a pushchair. The eighth play area has no facilities for small children.
- 9.15 The provision for older children is mixed. Four of the sites - Broadwater Park, Holloway Hill, Aarons Hill and The Burys - provide football pitches and usable open spaces. Holloway Hill offers a multi-use game area, a cricket pitch and tennis courts in addition to the football pitch. Aarons Hill and The Burys provide skateboard parks. Canon Bowrings has a basketball hoop.
- 9.16 There is a disparity in the location of play areas throughout the town. Markedly, there are no facilities at all in Charterhouse or the Binscombe end of Farncombe, which correlates with the findings of Waverley Borough Council when developing their play area strategy.
- 9.17 Holloway Hill is provided with a large park in the centre and a small open space with toddlers play area at Crown Pits, on the higher edge of the area, but both these facilities are a long journey for those who live in the southern end of Holloway Hill. Neither facility offers much for teenagers who are not interested in organised sport, the only possible attraction being a zip wire at Holloway Hill. Neither play area is easily accessed, all the facilities being reached across grass.
- 9.18 Aarons Hill offers a large open space, with a children's play area on one site of an accessible path and a skateboard park on the other. Both of these are reached over grass once leaving the path, which limits accessibility. To the south of Aarons Hill, Ockford Ridge provides a small playpark in the centre of the estate.
- 9.19 The Burys, in the centre of Godalming, has a very good and very popular, albeit small, skatepark, next to the Crown Court car park, and so is accessible for spectator purposes.
- 9.20 Godalming is under represented with play areas, having over 16% of the borough's population with under 12% of the borough's play area provision. Of particular note is the total lack of play facilities in the Charterhouse Ward and within the Catteshall area of Godalming. Additionally Long Gore is poorly served with no play areas to the North of Green Lane and in the southern area of the town there are no play facilities between the A3100 and Tuesley Lane including the Pullman Road area.
- 9.21 In summary, young people in the centre of Godalming, Ockford Ridge and Farncombe areas on the A3100 side of the railway line can reasonably access a choice of outdoor play, with those within the main residential areas of Farncombe, including Furze Lane, Green Lane, Long Gore and Northbourne, Binscombe, Frith Hill and Charterhouse, Catteshall and the Pullman Lane area are poorly served and have to travel significantly in order to reach play facilities..
- 9.22 The provision for those with disabilities is mixed, with some smaller children's play areas offering an accessible roundabout or swing, but little else. Most of these playgrounds are accessed over grass, which limits accessibility.

**Figure 9.1: Location of Play and Youth Facilities in Godalming Parish**



### **New and Improved Children's and Youth Provision**

- 9.23 New facilities for teenagers and also for younger children are required in Godalming and Farncombe.
- 9.24 Additional play facilities for teenagers should be focussed on, not only in the play parks that only provide for younger children, but also new facilities in the area that have none or very little at present, namely Charterhouse, Farncombe and Ockford Ridge. New children's play areas are also required to serve Farncombe.
- 9.25 Godalming has two skateboard parks – a large skatepark in Aaron's Hill and the smaller facility by the Wilfrid Noyce Centre in central Godalming. Whilst there is an aspiration to have another large skatepark located more centrally, it is recognised that the needs of youths may change over time and other types of facilities may be more in demand. Generally however, there is strong support for centrally-located youth facilities.
- 9.26 New residential development should make such provision on-site to address the needs of the new residents and also to help address existing deficits in provision. Alongside this, developer contributions should be used to refurbish or replace existing facilities that are in need of repair.

#### **POLICY GOD17: PROVISION FOR CHILDREN'S PLAY AND YOUNG PEOPLE**

- A. Where feasible due to the size of development, new residential development should provide new children's play facilities and youth facilities on site as required by Local Plan Part One Policy LRC1.**
- B. Residential development in the Charterhouse, Farncombe and Ockford Ridge areas that is above the size thresholds identified in Local Plan Part One Policy LRC1 is encouraged to enable the provision of large Locally Equipped Areas for Play (LEAPs) and Multi-Use Games Areas (MUGAs). Where sites are of a sufficient size to enable such provision, development proposals will be expected to:**
- a. reserve areas of land of a sufficient size for provision of a LEAP and/or MUGA; and**
  - b. either directly provide the LEAP and/or MUGA on the reserved area(s) of land or make a financial contribution to its provision on the reserved area(s) of land, either through the Community Infrastructure Levy or a Section 106 agreement as appropriate.**
- C. Where appropriate provision can be made by refurbishing or improving existing facilities, the use of developer contributions will be encouraged.**
- D. Where existing access to play and youth facilities is across grassed areas, appropriate provision of paths to enable disabled access and access with pushchairs will be encouraged. Such provision should be sensitively located and use materials which minimise the impact on the existing green space.**

## Education Provision

- 9.27 From the responses received to the GoFarNP household questionnaire, it can be seen that whilst the majority are content with the provision for both Early Years and Childcare and Further Education, a majority do have concerns relating to the provision of both primary and secondary education provision. However, data from the Surrey County Council School Organisation Plan<sup>22</sup>, which outlines the County Council's strategy for school place provision, does not support residents' perceptions.
- 9.28 Godalming is one of the of the four secondary school planning areas across the borough, with the other three being Farnham & Ash, Cranleigh and Haslemere & Hindhead.
- 9.29 Whilst the reception class school population across Waverley borough increased between 2011 and 2016, it is anticipated that it peaked in year 2016/17 and will reduce until reaching a plateau in 2020/21. The increased requirement has been met across the borough by a mix of permanent planned admission numbers (school expansions) and by the provision of bulge classes (temporary expansion). Within Godalming, one infant school has permanently increased by 10 places and one primary school received a temporary uplift by use of a bulge class, providing an additional 30 reception places.
- 9.30 Surrey County Council anticipates that the secondary school population will continue to expand across the borough over the next seven years. Additional provision for 114 pupils has been provided elsewhere in the borough but is not anticipated to be required for Godalming (at Broadwater and Rodborough School).
- 9.31 The Schools Organisation Plan is considered a live document and is predicated on the known housing growth. Additional large-scale developments could require further provision within Godalming at the secondary school level. The Dunsfold Park strategic allocation falls within the Godalming area.
- 9.32 School provision is the responsibility of Surrey County Council and whilst there might be a desire amongst some residents for further school places, the County Council's data indicates that there are sufficient places within the GoFarNP area, albeit possibly not in the schools that those residents wish as a first choice. As at Autumn 2017, the County Council has not indicated a need for a new-build school within the GoFarNP area.

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<sup>22</sup> Surrey County Council (2016) *School Organisation Plan December 2016 – School Places in Surrey*

## **10 NON-LAND USE ISSUES**

- 10.1 There are a number of issues that have been raised through the process of preparing the GoFarNP that are not directly related to land-use matters (although several indirectly relate to the use of land in some form). As such, they are not matters that can be addressed directly by the provision of a planning policy in the GoFarNP and are not part of the matters that are examined as part of the Neighbourhood Plan preparation process. However, this is not to say that these community aspirations are not important matters and it is important that a strategy for dealing with these matters is assembled and taken forward. In doing so, this will help to achieve the vision and objectives of the GoFarNP.
- 10.2 The issues/community aspirations that have been identified are shown in Table 10.1, along with possible actions. They have been identified through the activities of the respective GoFarNP Working Groups.

**Table 10.1: Non-land Use Issues to be Addressed**












Issue	Possible actions
Improve footpaths and pedestrian safety	Cut back hedges, repair footways and undertake other actions to improve the existing footway network
Increase access for pedestrians, cyclists and buses	Undertake a study which looks at the potential for increasing the road space available for pedestrians, cyclists and buses through the use of, for example, filtered permeability, shared spaces and dedicated bus lanes.
Bus access at railway stations	Engage with bus providers to explore options for improved bus access and stops outside Godalming and Farncombe stations
Godalming Flood Alleviation Scheme	Support the planned Meadow defence and flood gate option as part of the Godalming Flood Alleviation Scheme
Improve flood management	Restore meanders to Hell Ditch
Improve wetland habitats	Create a wetland nature reserve in the Lammas Lands
Improve wetland habitats	Undertake riverbank tree planting and scrub habitat creation using native species in the Westbrook area and designated sections of the Lammas Lands
Protection of habitats	Careful planning and continued management of non-native invasive species such as Himalayan Balsam, Signal Crayfish, American Mink
Creation of habitats	Establish additional habitat to create buffer zones between neighbouring urban areas and the flood meadow thus slowing down the movement of surface water run off while helping remove potential road surface pollutants in the process.
Habitat management	Adopt ' <i>The Lammas lands vision and management objectives</i> ' by Dr. Day as the basis for a ten-year management plan for the Lammas Lands flood meadows
Water management	Work closely with potable water suppliers to identify and repair leaks

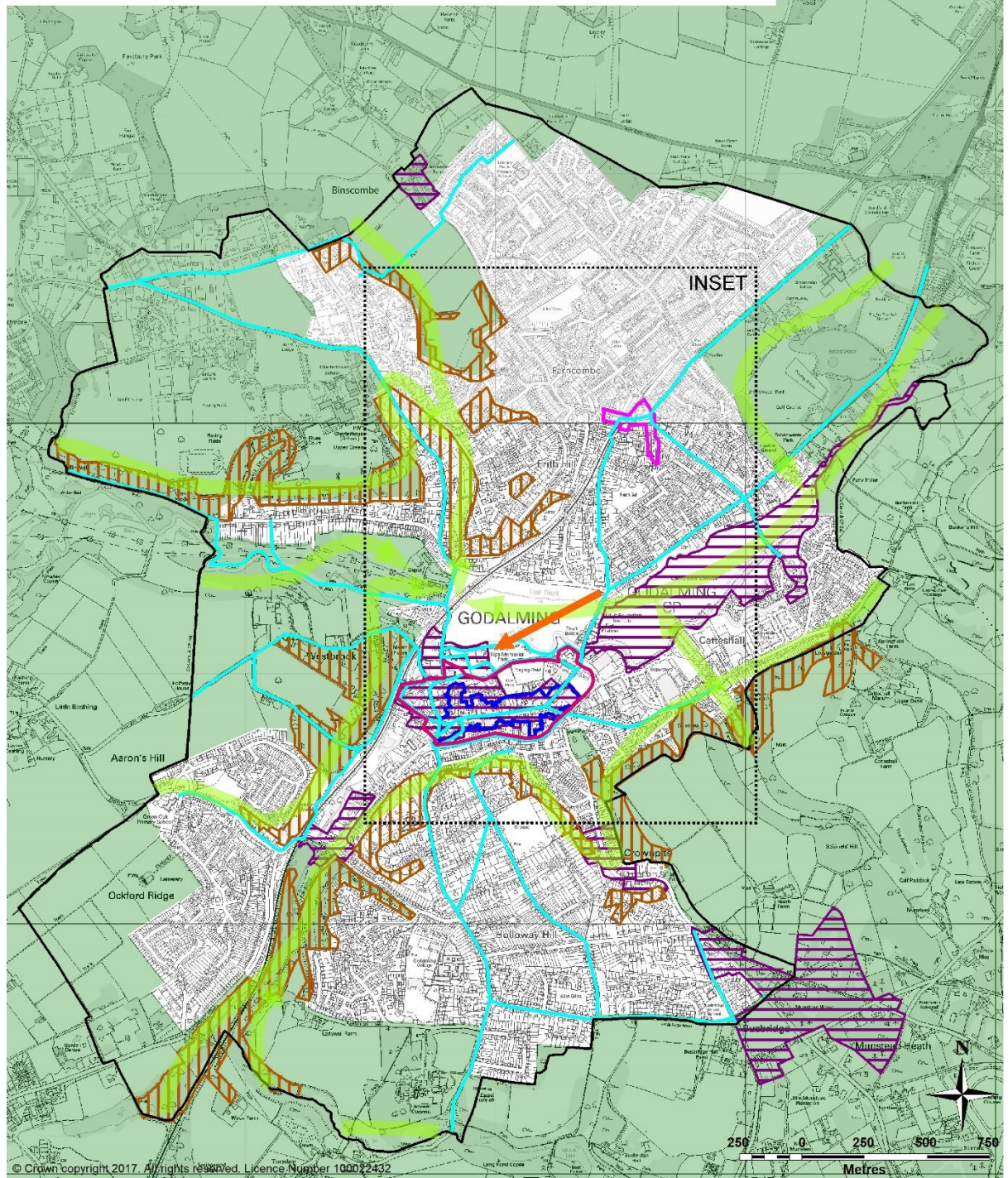
Issue	Possible actions
Water management	Encourage retro-fitting of water conservation measures such as dual flush toilets, water saving shower heads, rainwater harvesting via rainwater harvesting tanks and water butts
Water management	Work with the Environment Agency and water companies to identify and rectify drainage misconnections cost effectively
Habitat management	Develop an ongoing management plan for Broadwater Lake in conjunction with the Environment Agency and Godalming Angling Society. Efforts should concentrate on identifying and finding long term solutions to the wider ongoing pollution, water quality issues that will lead to the restoration of lost habitats and species
Children's Play Areas and Multi Use Games Area	Engage with WBC in the development of its play area strategy to help develop the provision of suitable play facilities in all localities
Skate park	Explore with WBC the opportunities for skate park provision within the Farncombe area
Protecting unlisted buildings of merit	Take forward a Buildings of Local Merit initiative
Street naming and naming of developments to reflect history of Godalming and Farncombe area	Lobby WBC to ensure that its Street Naming and Property Numbering Policy is followed ensure any ward councillor undertakes some consultation with the local community if controversial names are put forward
Identifying and rewarding excellence in design in Godalming and Farncombe	Promote awareness of the Waverley Borough Council and Godalming Trust Design Awards schemes
Repurpose existing buildings	Reflecting the fact that there are many good examples where buildings are no longer needed for their original purpose, have been renovated and a new sustainable use found for them, encourage re-use of buildings rather than demolition
Engaging on design	The Prince's Foundation 'Enquiry by Design' approach for pre-application consultation on major urban extensions should be encouraged for larger developments. Developers should show how they have responded to any feedback they have had to proposals in their application

Issue	Possible actions
Improving the High Street	Much of the existing residential accommodation in the High Street above and behind the shops is in a poor state of repair
Sites for extra care development	Work with landowners to identify suitable sites for extra care provision
Parking for shoppers	Explore potential for time limited, free parking for people wanting to use banks, etc
Improve the vitality of the western end of Godalming town centre	Explore innovative ways to improve footfall. This could include improved signposting or a 'destination occupier' which can bring footfall to Church Street, e.g. The Museum. So an action is to look at this and find innovative way to increase footfall
Tourism	Promote local attractions to encourage tourist visitors to the town
Review quality of hotel provision	Survey the occupancy rates of existing hotels to determine if support should be given (possibly in policy terms) to the additional provision of hotel accommodation













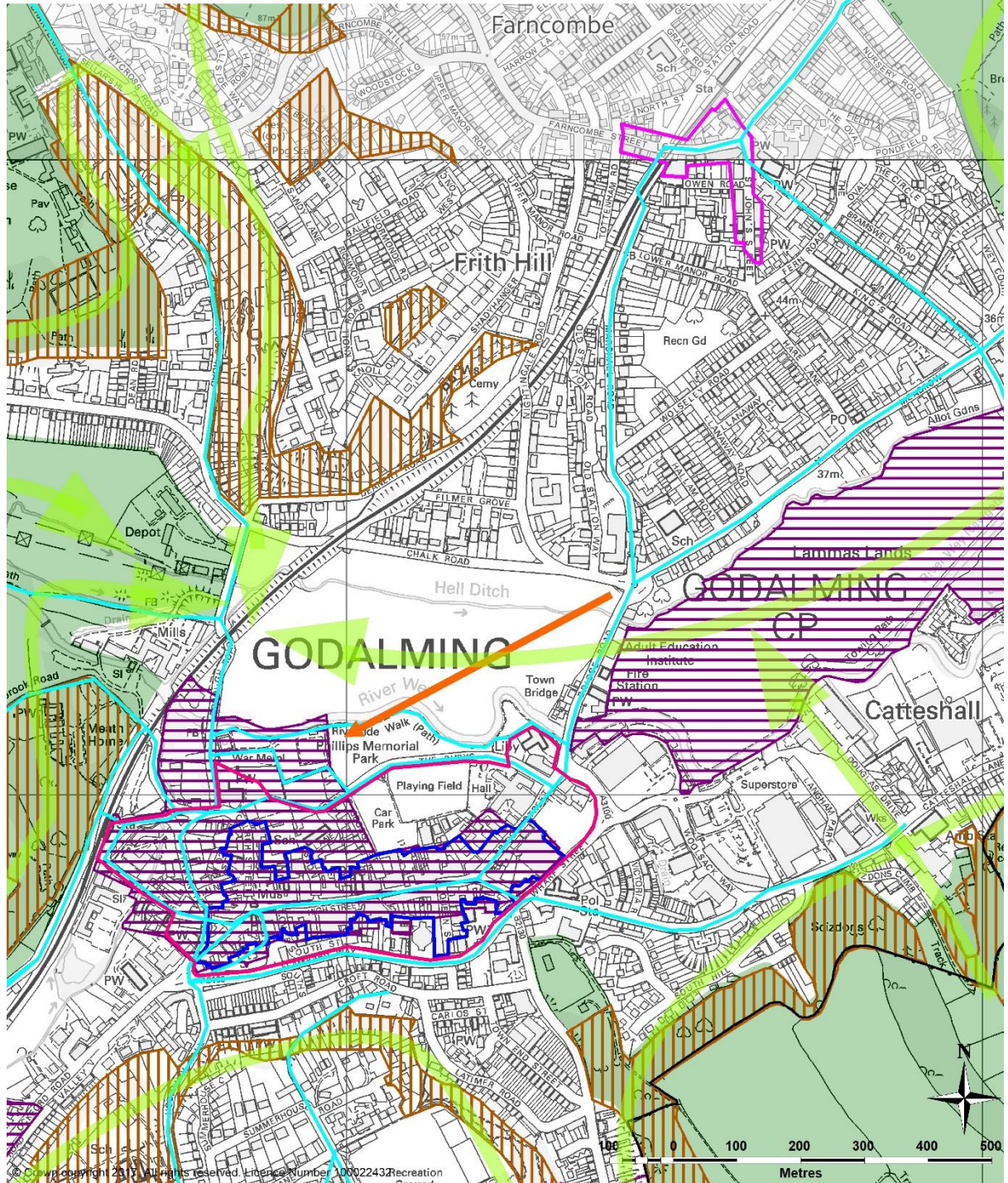
## POLICIES MAPS

- |   |  |   |   |
|---|--|---|---|
|  | Godalming Neighbourhood Area             |  | Conservation Areas (Policy GOD7)                                |
|  | Settlement boundary                      |  | View from Chalk Road/Bridge Road to Parish Church (Policy GOD8) |
|  | Green belt                               |  | Movement routes (Policy GOD9)                                   |
|  | Primary Shopping Area (Policy GOD3)      |  | Green corridors (Policy GOD12)                                  |
|  | Farncombe Local Centre (Policy GOD4)     |  | Godalming Hillside (Policy GOD13)                               |
|  | Godalming Town Centre Area (Policy GOD6) |   |   |



**Inset Map**

-  Godalming Neighbourhood Area
-  Settlement boundary
-  Green belt
-  Primary Shopping Area (Policy GOD3)
-  Farncombe Local Centre (Policy GOD4)
-  Godalming Town Centre Area (Policy GOD6)
-  Conservation Areas (Policy GOD7)
-  View from Chalk Road/Bridge Road to Parish Church (Policy GOD8)
-  Movement routes (Policy GOD9)
-  Green corridors (Policy GOD12)
-  Godalming Hillside (Policy GOD13)



## GLOSSARY

- **Affordable housing** - Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market
- **Article 4 direction** - An article 4 direction is made by the local planning authority. It restricts the scope of permitted development rights either in relation to a particular area or site, or a particular type of development anywhere in the authority's area.
- **Built form** – this refers to the man-made landscape and the various aspects of physical development within it.
- **Community Infrastructure Levy (CIL)** – a fixed, non-negotiable contribution that must be made by new development. It is chargeable on each net additional square metre of development built and is set by Waverley Borough Council.
- **Local Plan** – the planning policy document prepared by Waverley Borough Council, covering Godalming parish. This addresses strategic planning matters and the Godalming and Farncombe GoFarNP, as required by the National Planning Policy Framework, must be in general conformity with the adopted Local Plan. This is the Local Plan Part One (2018).
- **Intermediate tenure housing** - Homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.
- **Building for Life 12** - A government-endorsed industry standard for well-designed homes and neighbourhoods. Local communities, local authorities and developers are encouraged to use it to guide discussions about creating good places to live.
- **Micro-business** - a company employing fewer than ten people.
- **National Planning Policy Framework (NPPF)** – the national planning policy document which sets out the Government's planning policies for England and how these are expected to be applied.
- **Sheltered housing** - a group of flats or bungalows where all residents are older people (usually over 55). With a few exceptions, all developments provide independent, self-contained homes with their own front doors. There are usually some common facilities that all residents can use - such as a residents' lounge, a guest suite, a garden and often a laundry.
- **Social rented housing** - Housing owned by local authorities and private registered providers for which guideline target rents are determined through the national rent regime.

## Appendix A Building for Life 12 criteria

1. Does the scheme integrate into its surroundings by reinforcing existing connections and creating new ones, while also respecting existing buildings and land uses around the development site?
  - a. Where should vehicles come in and out of the development?
  - b. Should there be pedestrian and cycle only routes into and through the development? If so, where should they go?
  - c. Where should new streets be placed, could they be used to cross the development site and help create linkages across the scheme and into the existing neighbourhood and surrounding places?
  - d. How should the new development relate to existing development? What should happen at the edges of the development site?
2. Does the development provide (or is it close to) community facilities, such as shops, schools, workplaces, parks, play areas, pubs or cafes?
  - a. Are there enough facilities and services in the local area to support the development? If not, what is needed?  
Where new facilities are proposed:
  - b. Are these facilities what the area needs?
  - c. Are these new facilities located in the right place? If not, where should they go?
  - d. Does the layout encourage walking, cycling or using public transport to reach them?
3. Does the scheme have good access to public transport to help reduce car dependency?
  - a. What can the development do to encourage more people (both existing and new residents) to use public transport more often?
  - b. Where should new public transport stops be located?
4. Does the development have a mix of housing types and tenures that suit local requirements?
  - a. What types of homes, tenure and price range are needed in the area (for example, starter homes, family homes or homes for those downsizing)?
  - b. Is there a need for different types of home ownership (such as part buy and part rent) or rented properties to help people on lower incomes?
  - c. Are the different types and tenures spatially integrated to create a cohesive community?
5. Does the scheme create a place with a locally inspired or otherwise distinctive character?
  - a. How can the development be designed to have a local or distinctive identity?
  - b. Are there any distinctive characteristics within the area, such as building shapes, styles, colours and materials or the character of streets and spaces that the development should draw inspiration from?
6. Does the scheme take advantage of existing topography, landscape features (including water courses), trees and plants, wildlife habitats, existing buildings, site orientation and microclimate?
  - a. Are there any views into or from the site that need to be carefully considered?
  - b. Are there any existing trees, hedgerows or other features, such as streams that need to be carefully designed into the development?
  - c. Should the development keep any existing building(s) on the site? If so, how could they be used?

7. Are buildings designed and positioned with landscaping to define and enhance streets and spaces and are buildings designed to turn street corners well?
  - a. Are buildings and landscaping schemes used to create enclosed streets and spaces?
  - b. Do buildings turn corners well?
  - c. Do all fronts of buildings, including front doors and habitable rooms, face the street?
8. Is the development designed to make it easy to find your way around?
  - a. Will the development be easy to find your way around? If not, what could be done to make it easier to find your way around?
  - b. Are there any obvious landmarks?
  - c. Are the routes between places clear and direct?
9. Are streets designed in a way that encourage low vehicle speeds and allow them to function as social spaces?
  - a. Are streets pedestrian friendly and are they designed to encourage cars to drive slower and more carefully?
  - b. Are streets designed in a way that they can be used as social spaces, such as places for children to play safely or for neighbours to converse?
10. Is resident and visitor parking sufficient and well integrated so that it does not dominate the street?
  - a. Is there enough parking for residents and visitors?
  - b. Is parking positioned close to people's homes?
  - c. Are any parking courtyards small in size (generally no more than five properties should use a parking courtyard) and are they well overlooked by neighbouring properties?
  - d. Are garages well positioned so that they do not dominate the street scene?
11. Will public and private spaces be clearly defined and designed to have appropriate access and be able to be well managed and safe in use?
  - a. What types of open space should be provided within this development?
  - b. Is there a need for play facilities for children and teenagers? If so, is this the right place or should the developer contribute towards an existing facility in the area that could be made better?
  - c. How will they be looked after?
12. Is there adequate external storage space for bins and recycling, as well as vehicles and cycles?
  - a. Is storage for bins and recycling items fully integrated, so that these items are less likely to be left on the street?
  - b. Is access to cycle and other vehicle storage convenient and secure?

9. GODALMING AND FARNCOMBE NEIGHBOURHOOD PLAN (GoFarNP)

As members will be aware, Waverley Borough Council, as the local planning authority, designated a Neighbourhood Area for the whole of Godalming parish in July 2013 to enable Godalming Town Council to prepare the GoFarNP.

In October 2013, Godalming Town Council agreed to promote and resource the GoFarNP process for Godalming and Farncombe and engaged professional planning consultants to assist with the process. Utilising the resources provided by Godalming Town Council, the GoFarNP has been prepared by the community through the GoFarNP Group.

On the 12 February, a Parish Environmental Baseline Statement and 'Application for a Screening opinion as to whether a strategic environmental assessment (SEA) is required for a Neighbourhood Development Plan' was submitted to Waverley Borough Council. The outcome of this application should take approximately 6 weeks and will be a determining factor on the pathway for the submission of the GoFarNP to Waverley Borough Council under Regulation 16.

However, prior to the Regulation 16 stage, The Godalming & Farncombe Neighbourhood Plan 2017–2032 (attached for the information of Members) is required to undergo pre-submission consultation and publicity (Regulation 14 Consultation). This is a formal process and must meet certain requirements, which are detailed below along with how these requirements are to be met.

"Regulation 14. The Neighbourhood Planning (General) Regulations 2012

**Pre-submission consultation and publicity**

14. Before submitting a plan proposal to the local planning authority, a qualifying body must:

(a) publicise, in a manner that is likely to bring it to the attention of people who live, work or carry on business in the neighbourhood area:

(i) details of the proposals for a neighbourhood development plan;

The Godalming and Farncombe neighbourhood plan group has prepared a comprehensive Neighbourhood Plan entitled 'Godalming and Farncombe Neighbourhood Plan 2017-2032'. The plan covers issues including Housing, Economy, Heritage & Design, Transport and Movement, Environment and Community & Infrastructure, amongst others. Please refer to the Neighbourhood Plan document for further details.

(ii) details of where and when the proposals for a neighbourhood development plan may be inspected;

- Online at [www.godalming-tc.gov.uk/neighbourhoodplan](http://www.godalming-tc.gov.uk/neighbourhoodplan)
- Electronic copies can be obtained by email request to [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)
- Hard copies of the plan can be viewed at:
  - Godalming Library, Bridge Street, Godalming, GU7 1HT. Mon, Wed, Thur & Fri 09.30 – 17.30. Tue 09.30 – 19.00. Sat 09.30 – 17.00
  - Godalming Museum, Tue – Sat 10.00 – 16.00

(iii) *details of how to make representations;*

- By Web site: Representations can be made via the website using the Neighbourhood Plan feedback form
- By email to: [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)
- By mail to: Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, Surrey, GU7 1HT

(iv) *the date by which those representations must be received, being not less than 6 weeks from the date on which the draft proposal is first publicised;*

Please submit representations by 12.00 on Monday, 11 June 2018

(b) *consult any consultation body referred to in paragraph 1 of Schedule 1 whose interests the qualifying body considers may be affected by the proposals for a neighbourhood development plan;*

The following bodies will be informed of the GoFarNP and invited to comment.

Surrey County Council  
Guildford Borough Council  
Busbridge Parish Council  
Witley Parish Council  
Compton Parish Council  
Shalford Parish Council  
NHS Guildford & Waverley Clinical Commissioning Group  
Network Rail Infrastructure Limited (company number 2904587)  
The Highways Agency  
Natural England  
The Environment Agency  
English Heritage  
Homes England  
Godalming & District Chamber of Commerce  
Churches Together in Godalming  
Go Godalming Association  
Godalming Together CiC  
Farncombe Initiative

(c) *send a copy of the proposals for a neighbourhood development plan to the local planning authority.*

An electronic copy, followed by a hard copy will be sent to Mr Ian Motuel, Neighbourhood Planning Officer, Planning Department, Waverley Borough Council.

In order to progress to Regulation 14 consultation, it is necessary for Godalming Town Council, as the 'authorised body' to adopt the Godalming and Farncombe Neighbourhood Plan 2017–2032. As such, Members are requested to consider the GoFarNP and, if agreed, to recommend the adoption of the plan to Full Council on 22 March 2018.

# The Godalming Members' Code of Conduct

## Introduction and Interpretation

1. (1) This Code applies to you as a Member of Godalming Town Council ("the Council") when you act in your role as a Member.
- (2) You are a representative of the Council and the public will view you as such. Your actions can impact on how the Council as a whole is viewed.
- (3) This Code is based on and is consistent with the principles of public life set out in Section 28 Localism Act 2011 which Godalming endorses: -
  - selflessness
  - integrity
  - objectivity
  - accountability
  - openness
  - honesty
  - leadershipGodalming is under a duty to promote and maintain high standards of conduct by members
- (4) It is your responsibility to comply with the provisions of this Code when acting in your capacity as a Member.
- (5) In this Code -
  - "meeting" means any meeting of
    - (a) the Council;
    - (b) the Executive;
    - (c) any of the Council's committees, sub-committees, joint committees, joint sub-committees, area committees, Special interest Groups;
  - "Member" includes a co-opted member and an appointed member.

## General Obligations

2. (1) **You must** always treat member colleagues, officers, other organizations and members of the public with respect.
- (2) **You must not** conduct yourself in a manner which is contrary to the Council's duty to promote and maintain high standards of conduct by Members.
- (3) **You must not** disclose information given to you in confidence by anyone, or information acquired by you which you believe, or ought reasonably to be aware, is of a confidential nature, except where -
  - (i) you have the consent of a person authorised to give it;
  - (ii) you are required by law to do so;
  - (iii) the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or
  - (iv) the disclosure is -



- (aa) reasonable and in the public interest;
    - (bb) made in good faith and in compliance with the reasonable requirements of the Council; and
    - (cc) you have consulted the Monitoring Officer or taken other independent legal advice prior to its release.
  - (4) **You must not** prevent another person from gaining access to information to which that person is entitled by law.
  - (5) **You must not** use or attempt to use your position as a Member improperly to confer on or secure for yourself or any other person an advantage or disadvantage.
3. When using or authorising the use by others of the resources of the Council -
- (1) **Do** act in accordance with the Council's reasonable requirements and policies;
  - (2) **Do** ensure that such resources are not used improperly for political purposes (including party political purposes); and
  - (3) **Do** have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

#### **Gifts and Hospitality**

- 4. (1) **Do** exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a Member.
- (2) **Do not** accept significant gifts or hospitality from persons seeking to acquire, develop or do business with the Council or from persons who may apply to the Council for any permission, licence or other significant advantage.
- (3) **Do** register with the Monitoring Officer any gift or hospitality with an estimated value of at least £25 within 28 days of its receipt.

#### **Registration of Interests**

- 5. (1) You must notify the Monitoring Officer of your disclosable pecuniary interests, or other interests which the Council has decided are appropriate for registration. On election, you must do this within 28 days of being elected or appointed to office. Details of disclosable pecuniary interests are set out in the Annexe to this Code.
- (2) **Do** similarly notify the Monitoring Officer of any disclosable pecuniary or other interests not already registered within 28 days of your re-election or re-appointment to office.
- (3) **Do** be aware that disclosable pecuniary interests include not only your interests but also the interests of your spouse or civil partner, a person with whom you are living as husband or wife or a person with whom you are living as if they were a civil partner, so far as you are aware of the interests of that person.
- (4) **Do** be aware that the Council has decided that it is appropriate for you to register and disclose non-pecuniary interests that arise from your membership of or your occupation of a position of general control or management in the following bodies -
  - (i) bodies to which you have been appointed or nominated by the Council;
  - (ii) bodies exercising functions of a public nature;
  - (iii) bodies directed to charitable purposes;
  - (iv) bodies one of whose principal purposes include the influence of public opinion or policy.

### **Disclosure of Interests and Participation**

6. (1) **Do** disclose to a meeting at which you are present any disclosable pecuniary interest, or other interest which the Council has decided is appropriate for disclosure.
- (2) **Do** notify the Monitoring Officer of any interest not already registered that is disclosed to a meeting under paragraph 6(1) above within 28 days of the disclosure.
- (3) **Do not** participate in any discussion, or vote, where you have a disclosable pecuniary interest in a matter. **Do** withdraw from the meeting during the consideration of the matter.

### **Decision-making and Predetermination**

7. (1) Where you have been involved in campaigning in your political role on an issue which does not impact on your personal and/or professional life, you should not be prohibited from participating in a decision in your political role as a Member.
- (2) However, **do not** place yourself under any financial or other obligation to outside individuals or organizations that might seek to influence you in the performance of your official duties.
- (3) When making a decision, **do** consider the matter with an open mind and on the facts before the meeting at which the decision is to be made, listening to the advice of relevant parties, including advice from officers, and taking all relevant information into consideration, remaining objective and making decisions on merit.

## **ANNEXE 1 – DISCLOSABLE PECUNIARY INTERESTS**

### **1. Employment, office, trade, profession or vocation**

Any employment, office, trade, profession or vocation carried on for profit or gain.

### **2. Sponsorship**

Any payment or provision of any other financial benefit (other than from the Council) made or provided within the period of 12 months ending with the day on which you give a notification for the purposes of section 30(1) or section 31(7) of the Localism Act 2011 in respect of any expenses incurred in carrying out your duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

### **3. Contracts**

Any contract which is made between you (or a body in which you have a beneficial interest) and the Council-

- (a) under which goods or services are to be provided or works are to be executed; and
- (b) which has not been fully discharged.

### **4. Land**

Any beneficial interest in land which is within the area of the Council.

### **5. Licences**

Any licence (alone or jointly with others) to occupy land in the area of the Council for a month or longer.

### **6. Corporate Tenancies**

Any tenancy where (to your knowledge)-

- (a) the landlord is the Council; and
- (b) the tenant is a body in which you have a beneficial interest.

### **7. Securities**

Any beneficial interest in securities of a body where-

- (a) that body (to your knowledge) has a place of business or land in the area of the Council; and
- (b) either-
  - (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
  - (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

## **ANNEXE 2 – INVESTIGATION OF ALLEGED BREACHES OF THE CODE & SANCTIONS**

### **8. Alleged Breach of the Code**

Any allegation of a breach of the code of conduct by a member of Godalming Town Council will be referred to the Monitoring Officer for that officer to investigate. All investigations will be conducted in accordance with such guidelines as Waverley Borough Council's Standards Panel may have approved for that purpose.

### **9. Sanctions**

If any person or body investigating an alleged breach of the code (in accordance with the guidelines referred to above) finds that there has been a breach of that code then they are required to report that matter to Godalming Town Council. In all cases the investigating person/body will be asked to make a recommendation to Godalming Town Council as to the sanction to be applied to the member in breach of the code.

The available sanctions are:

- publication of the findings in respect of the member's conduct;
- removal of the member from any or all Committees or Sub-Committees of the Council;
- instruction of the Monitoring Officer/Town Clerk to, arrange training for the member;
- removal of the member from all outside appointments to which he/she has been appointed or nominated by Town Council;
- withdrawal of any facilities provided to the member by the Council, such as a computer, website and/or email and Internet access; or
- exclusion of the member from the Council's offices or other premises, with the exception of meeting rooms as necessary for attending Council, Committee and Sub-Committee meetings.

## **MEMBERS' CODE OF CONDUCT FOR PARISH COUNCILS**

### **Introduction**

Pursuant to Section 27 of the Localism Act 2011, Godalming Town Council ('the Council') has adopted this Code of Conduct to promote and maintain high standards of behaviour by its Members and co-opted Members whenever they conduct the business of the Council, including the business of the office to which they were elected or appointed, or when they claim to act or give the impression of acting as a representative of the Council.

This Code of Conduct is based on the principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

### **Definitions**

For the purposes of this Code a 'co-opted member' is a person who is not a member of the Council but who is either a member of any committee or sub-committee of the Council, or a member of and represents the Council on any joint committee or joint sub-committee of the Council, and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee.

For the purposes of this Code, a 'meeting' is a meeting of the Council, any of its committees, sub-committees, joint committees or joint sub-committees.

For the purposes of this Code, and unless otherwise expressed, a reference to a member of the Council includes a co-opted member of the Council.

### **Member Obligations**

When a member of the Council acts, claims to act or gives the impression of acting as a representative of the Council, he/she has the following obligations.

1. He/she shall behave in such a way that a reasonable person would regard as respectful.
2. He/she shall not act in a way which a reasonable person would regard as bullying or intimidatory.
3. He/she shall not seek to improperly confer an advantage or disadvantage on any person.
4. He/she shall use the resources of the Council in accordance with its requirements.
5. He/she shall not disclose information which is confidential or where disclosure is prohibited by law.

### *Registration of Interests*

6. Within 28 days of this Code being adopted by the Council, or the member's election or the co-opted member's appointment (where that is later), he/she shall register with the Monitoring Officer the interests which fall within the categories set out in Appendices A and B.
7. Upon the re-election of a member or the re-appointment of a co-opted member, he/she shall within 28 days re-register with the Monitoring Officer any interests in Appendices A and B.

8. A member shall register with the Monitoring Officer any change to interests or new interests in Appendices A and B within 28 days of becoming aware of it.
9. A members need only declare the existence but not the details of any interest which the Monitoring Officer agrees is a 'sensitive interest'. A sensitive interest is one which, if disclosed on a public register, could lead the member or a person connected with the member to be subject to violence or intimidation.

#### *Declaration of Interests at Meetings*

10. Where a matter arises at a meeting which relates to an interest in Appendix A the member shall not participate in a discussion or vote on the matter. He/she only has to declare what his/her interest is if it is not already entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.
11. Where a matter arises at a meeting which relates to an interest in Appendix A which is a sensitive interest, the member shall not participate in a discussion or vote on the matter. If it is a sensitive interest which has not already been disclosed to the Monitoring Officer, the member shall disclose he/she has an interest but not the nature of it.
12. Where a matter arises at a meeting which relates to an interest in Appendix B, the member shall not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting.
13. A member only has to declare his/her interest in Appendix B if it is not already entered in his/her register of interests or he/she has not notified the Monitoring Officer of it or if he/she speaks on the matter. If he/she holds an interest in Appendix B which is a sensitive interest not already disclosed to the Monitoring Officer, he/she shall declare the interest but not the nature of the interest.
14. Where a matter arises at a meeting which relates to a financial interest of a friend, relative or close associate (other than an interest of a person in Appendix A), the member shall disclose the nature of the interest and not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting. If it is a 'sensitive interest' the member shall declare the interest but not the nature of the interest.

#### **Dispensations**

15. On a written request made to the Council's proper officer, the Council may grant a member a dispensation to participate in a discussion and vote on a matter at a meeting even if he/she has an interest in Appendices A and B in the Council believes that the number of members otherwise prohibited from taking part in a meeting would impede the transaction of the business; or it is in the interests of the inhabitants in the Council's area to allow the member to take part or it is otherwise appropriate to grant a dispensation.

## Appendix A

Interests described in the table below.

<b>Subject</b>	<b>Description</b>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made to the member during the 12 month period ending on the latest date referred to in paragraph 6 above for expenses incurred by him/her in carrying out his/her duties as a member, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the member of his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the Council— a) under which goods or services are to be provided or works are to be executed; and b) which has not been fully discharged.
Land	Any beneficial interest in land held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partner which is within the area of the Council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the member or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.
Licences	Any licence (alone or jointly with others) held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners to occupy land in the area of the Council for a month or longer.
Corporate Tenancies	Any tenancy where (to the member's knowledge)— a) the landlord is the Council; and b) the tenant is a body that the member, or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners in securities* of a body where— a) that body (to the member's knowledge) has a place of business or land in the area of the Council; and b) either— i. the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or ii. if the share capital of that body is more than one class, the total nominal value of the shares of any one class in which the member, or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

\*'director' includes a member of the committee of management of an industrial and provident society.

\*'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

## Appendix B

An interest which relates to or is likely to affect:

- i. any body of which the member is in a position of general control or management and to which he/she is appointed or nominated by the Council
- ii. any body—
  - a) exercising functions of a public nature;
  - b) directed to charitable purposes; or
  - c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)of which the member of the Council is a member or in a position of general control or management;
- iii. any gifts or hospitality worth more than an estimated value of £50 which the member has received by virtue of his or her office.



## GODALMING TOWN COUNCIL

Disclosure by a Member<sup>1</sup> 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]<sup>2</sup> [a 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 Interest	Non-Pecuniary Interest	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 non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.