

GODALMING TOWN COUNCIL

Tel: 01483 523575
E-Mail: office@godalming-tc.gov.uk
Website: www.godalming-tc.gov.uk

Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

17 January 2020

I HEREBY SUMMON YOU to attend the **ENVIRONMENT & PLANNING COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 23 JANUARY 2020 at 6.30 pm.

Andy Jeffery
Town Clerk

Committee Members:	Councillor – Chair
	Councillor – Vice Chair
Councillor Steel	Councillor Martin
Councillor Stubbs	Councillor Cosser
Councillor PS Rivers	Councillor Welland
Councillor Follows	Councillor Adam
Councillor Ashworth	Councillor Boyle
Councillor Crooks	Councillor Duce
Councillor Heagin	Councillor Hullah
Councillor Neill	Councillor Purvis
Councillor Rosoman	Councillor Wardell
Councillor Williams	

AGENDA

1. **ELECTION OF COMMITTEE CHAIR**

To receive nominations for the Chair of the Committee and to elect said Chair.

2. **ELECTION OF COMMITTEE VICE-CHAIR**

To receive nominations for the Vice-Chair of the Committee and to elect said Vice-Chair.

3. **APOLOGIES FOR ABSENCE**

4. **DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS**

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

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

Councillor Cosser
Councillor Follows
Councillor Heagin
Councillor Martin
Councillor PMA Rivers
Councillor PS Rivers

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

Councillor Rosoman
Councillor Williams

5. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

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

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

6. QUESTIONS BY MEMBERS

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

7. COMMITTEE MEMBERSHIP – ITEM FOR DECISION

Recommendation: Members to resolve to agree a recommendation to Full Council for the future composition of the membership of the Environment & Planning Committee.

At Full Council on 26 September 2019, Members initially agreed that the Environment & Planning Committee shall comprise 19 councillors. The Town Mayor shall not be a member of the Environment & Planning Committee. The Chair and Vice Chair of the Environment & Planning Committee are expected to attend appropriate planning training. However, the Full Council also noted that:

‘the composition of the Environment & Planning Committee is expected to be further considered by that committee as part of its inaugural meeting and if amendments are considered appropriate for the efficient conduct of business, recommendations will be brought to Full Council’

As such Members are asked to consider whether they wish the membership of the Environment & Planning Committee to remain as initially set out ie. 19 Councillors or whether they wish the composition of the membership of the committee changed and if so to resolve to agree a recommendation for approval by the Full Council.

8. COMMUNITY INFRASTRUCTURE LEVY (CIL) PROJECTS GOVERNANCE WORKING GROUP – ITEM FOR DECISION

Recommendation: Members to resolve to agree the appointment of three of their number to form a Community Infrastructure Levy (CIL) Projects Governance Working Group.

The Environment & Planning Committee is required to address and, where appropriate, formulate policy for consideration by the Council and to discharge the Council's functions relating to the local environment and infrastructure. Part of this function relates to the Council's responsibilities regarding the proper use of Community Infrastructure Levy (CIL) funds.

In order to establish appropriate procedures for the Governance of the use of CIL it is recommended that Members appoint three of their number to form a working group to work

with the Town Clerk in formulating a CIL policy for consideration by this Committee that establishes:

- GTC's Governance Arrangements for managing Neighbourhood CIL;
- GTC's CIL Project Assessment Process; and
- draft list of Infrastructure Projects for Godalming.

9. **ENVIRONMENT & CLIMATE CHANGE GRANTS CRITERIA WORKING GROUP – ITEM FOR DECISION**

Recommendation: Members to resolve to agree the appointment of three of their number to form an Environment & Climate Change Grants Criteria Working Group.

The Environment & Planning Committee is required to decide on applications made by local organisations for funding from the Council's Carbon-reduction & Mitigation Grant Scheme. In order to establish appropriate criteria and procedures for the governance of the use of the fund, it is recommended that Members appoint three of their number to form a working group to work with the Responsible Finance Officer in formulating a Grants Criteria for consideration by this Committee that establishes:

- the general scope of the grant award scheme;
- who/what type of groups may apply; and
- method of determination of benefit in CO2e reduction and/or improved biodiversity outcome.

10. **PLANNING ISSUES – METHOD OF DETERMINATION OF APPLICATIONS FOR OBSERVATION BY THE ENVIRONMENT & PLANNING COMMITTEE – ITEM FOR DECISION**

Recommendation: Members to resolve to agree the appointment of three of their number to form a Working Group to formulate options for Members' consideration for determining a process for making observations on planning applications.

Members will be aware that the present system for determining whether a planning application is considered by the Council is based on Members' engagement with the weekly schedule of planning applications.

On 26 September, Full Council transferred the responsibility for planning matters from the Policy & Management Committee to the Environment & Planning Committee on the establishment of that Committee. As such, the extant arrangements detailed below will be used by the Environment & Planning Committee until such time as any other arrangements are adopted by the Committee.

Currently Members are sent the weekly schedule of planning applications received from Waverley Borough Council and having reviewed the schedule of applications, if they wish any application to be considered by the Council, Members request that the Town Clerk includes the planning application on the next agenda. The Council's observations relating to the planning application are then forwarded to the planning authority.

Godalming Town Council does not receive hard copies of planning application documents (plans etc.), as such, Members are required to view planning applications online. In looking at options the Working Group will need to consider access to the planning applications online documents.

It is recommended that Members appoint three of their number to form a working group to consider alternative options and to bring forward recommendations for consideration by the

Environment & Planning Committee on the method to be used for determining which applications should be considered for observation by the Committee.

11. PLANNING APPLICATIONS – CONSULTATION – PROCESS

Planning Application WA2019/2041

WESTBROOK MILLS, BOROUGH ROAD, GODALMING, GU7 2AZ

Outline permission for a 67 unit retirement scheme (including 30% affordable) with new vehicular exit associated parking and landscaping.

<http://planning360.waverley.gov.uk/planning/planning-documents?SDescription=WA/2019/2041>

12. COMMUNICATIONS ARISING FROM THIS MEETING

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

13. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place on Thursday, 13 February 2020 at 6.30 pm in the Council Chamber.

14. ANNOUNCEMENTS

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

GODALMING TOWN COUNCIL

Disclosure by a Member¹ of a disclosable pecuniary interest or a non-pecuniary interest in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

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

COMMITTEE:

DATE:

NAME OF COUNCILLOR: _____

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

Agenda No.	Subject	Disclosable Pecuniary Interest	Non-Pecuniary Interest	Reason

Signed _____

Dated _____

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

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

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