

MINUTES AND REPORT OF THE ENVIRONMENT & PLANNING COMMITTEE HELD ON 28 AUGUST 2025

* Councillor Kiehl – Chair
0 Councillor Williams – Vice Chair

0 Councillor Adam	* Councillor Holliday
# Councillor Clayton	* Councillor Martin
* Councillor Crowe	* Councillor PMA Rivers
0 Councillor C Downey	* Councillor PS Rivers
* Councillor S Downey	* Councillor Steel
* Councillor Duce	* Councillor Thomson
* Councillor Follows	* Councillor Weightman
* Councillor Heagin	

* Present # Absent & No Apology Received 0 Apology for Absence L Late

210. MINUTES

The Minutes of the Meeting held on 7 August 2025 were signed by the Chair as a correct record.

211. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

212. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is 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 were preliminary ones prior to consideration at Borough Council level and were based on the evidence and representations to the Town Council.

Councillor PMA Rivers

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

No petitions/statements/questions had been received from members of the public in accordance with Standing Order No 4.

214. QUESTIONS BY MEMBERS

No questions from Councillors were submitted in accordance with Standing Order 6.

215. PRESENTATION

Members received a presentation from, Lynn Scott (Head of Town Planning M&S) accompanied by Leo Scafe (Planning Manager, M&S Property), Steve Davies (Caneparo Associates – Transport Consultant) and James Taylor (Caneparo Associates – Transport Consultant) relating to the proposed M&S Development at Unit 1 Woolsack Way, Godalming.

Following a period of questions from Members, the Chair thanked Ms Scott for the informative presentation and providing additional information to Members in response to their questions.

216. REQUEST FROM TRANSFORM HOUSING & SUPPORT

Members noted the correspondence from Transform Housing & Support, a registered provider of supported housing for vulnerable people in Surrey, including within the Borough of Waverley seeking assistance in identifying opportunities within the Borough where circa 3,750m² (approx. 1 acre) of land may be made available, free of charge, for the purpose of delivering supported social-rented housing.

Although at present GTC does not have any land that that would be suitable for consideration, it was agreed that if Members became aware of any potential land opportunities they would inform the Chief Executive Officer so that suggestions can be passed on to Transform Housing & Support.

217. PUBLIC RIGHTS OF WAY – CP 583 - FLAMBARD WAY TO WOOLSACK WAY VIA THE WHARF

Members received a report reminding them that in September 2018 (Min No. 148-18 refers) the Council resolved to support an application under the Wildlife & Countryside Act 1981 seeking recognition of the route informally referred to as “Natalie Way” (between Flambard Way and Woolsack Way at Godalming Wharf) as a public Right of Way.

It was noted that:

- Following the Council’s original resolution, assistance had been provided to residents in gathering evidence, and a formal submission was made to Surrey County Council (SCC).
- SCC has now confirmed that the case has reached the top of its Rights of Way investigation list. On 18 and 19 August, GTC facilitated witness interviews by providing office space for SCC officers.
- The application is based on claims of uninterrupted public use “as of right” over a period exceeding 20 years, both on foot and by cycle. SCC has received 145 witness statements in support, including 66 individuals claiming over 20 years’ use on foot and 15 individuals claiming over 20 years’ use by cycle.
- SCC’s assessment will consider legal tests for acquisition of rights of way and evidence for and against the claim, with the relevant 20-year period likely to be 1998–2018. The route currently has no recorded status.

Members acknowledged that SCC’s determination must be based solely on legal tests, and that wider planning or amenity considerations cannot be considered.

Members resolved that Godalming Town Council:

- i. notes the current stage of SCC’s investigation into the claimed Right of Way;
- ii. authorises the CEO to continue to liaise with SCC and provide logistical or administrative assistance where reasonable and proportionate, including the facilitation of further witness engagement if required; and
- iii. agrees to consider, should the application be successful, opportunities for waymarking and integration of the route into local walking and cycling networks.

218. FRANKLYN ROAD OAK TREE – TREE PRESERVATION ORDER REQUEST AND RESPONSE FROM WAVERLEY BOROUGH COUNCIL

Members noted that further to the resolution of this committee on 17 July relating to the Seymour Road oak tree, the CEO wrote to WBC on 18 July to reiterate Members’ concerns (Min No 136-25 refers) and that following considerations within WBC, on 8 August the CEO was informed by the WBC Principal Arboricultural Officer that the Assistant Director for Planning authorised to make the Franklyn Road Oak subject to statutory protection, with the

Order being served on Tuesday, 12 August. The Order came into force immediately for a period of six months. During this period Waverley Borough Council must decide whether to confirm the Order, after considering any duly made objections or representations.

Members will be informed if there is any change to the protection status of the tree.

219. PLANNING APPLICATIONS – CONSULTATION

The Committee considered the following application(s) raised for discussion by committee members; the full schedule of planning applications received from the Local Planning Authority since the previous Environment & Planning Committee is attached to record minutes.

Members considered both applications together as they relate to the same site:

WA/2025/01574 – UNIT 1 WOOLSACK WAY GODALMING GU7 1DR

Application under section 73 to vary condition 1 (restriction on use) of WA/1992/0832 to allow for the sale of convenience goods (food) from unit 1.

WA/2025/01535 – UNIT 1 WOOLSACK WAY GODALMING GU7 1DR

Erection of new front porch and service canopy to rear; installation of new plant machinery; alterations to elevations; alterations to car parking area including erection of trolley bays following demolition porch front dormer windows and canopy.

Following a proposal from Councillor Martin, seconded by Councillor Follows, Members unanimously supported both applications. The Council **raised no objections** and welcomed the arrival of Marks & Spencer (M&S) to the town, recognising the potential benefits for local economic vitality and consumer choice.

However, in offering their support, Members raised the following **material planning considerations**:

Highways and Traffic Management

- Concerns were expressed regarding the potential for increased traffic congestion along Flambard Way and Woolsack Way, particularly given the likely increase in vehicle movements associated with a food retail operation.
- Members strongly urged that any Section 106 (S106) contributions generated from this development be allocated towards:
 - Improving the phasing and control of traffic lights and pedestrian crossings along Flambard Way.
 - Enhancing traffic flow and pedestrian safety in this key area of the town.

Car Parking and Urban Accessibility

- GTC encourages the introduction of real-time car park management systems to inform drivers of available parking spaces across town centre car parks.
- Such systems could reduce unnecessary queuing in already full car parks, ease congestion, and better distribute parking demand.

Developer Contributions: Strategic Application of S106 and CIL

- If the S106 funding arising from this application proves **insufficient** to fund both traffic light optimisation and parking systems, GTC **strongly recommends** that **Strategic Community Infrastructure Levy (CIL) funding** be applied to deliver these improvements.
- Members stressed this as a **time-sensitive opportunity** to coordinate local infrastructure with a key commercial investment in the town.

Environmental and Operational Concerns

- GTC requests that Waverley Borough Council (WBC) satisfies itself as to the robustness of the proposed:
 - Waste management plan.
 - Noise and light pollution mitigation measures.
 - Ecological impact surveys.
- These should be secured as **conditions of any planning approval**, to protect residential amenity and ensure compliance with environmental legislation.

Conclusion

Godalming Town Council supports both planning applications but urges WBC to work collaboratively with the developer to address the outlined concerns. GTC sees the arrival of M&S as a positive step for the town and wishes to ensure that related infrastructure improvements are maximised for community benefit.

220. PLANNING APPLICATIONS – SUBJECTED TO AMENDMENT

There were no planning applications previously considered by this committee for which subsequent amendments had been submitted.

221. COMMUNICATIONS ARISING FROM THIS MEETING

Members wished the link to the M&S site setting out the plans for the Woolsack Way site to be placed on the Council's Facebook page.

222. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 18 September 2025 at 6.30pm.

223. ANNOUNCEMENTS

Members were reminded of the Duck Race to be held on Saturday, 6 September.

GODALMING TOWN COUNCIL

ENVIRONMENT & PLANNING – SCHEDULE OF PLANNING APPLICATIONS – 29 JULY TO 18 AUGUST 2025

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 25/31				
WA/2025/01471	Godalming Central & Ockford	Listed Building Consent for installation of air conditioning equipment.	The Meath Westbrook Road Godalming GU7 2QH	No Observation
WA/2025/01462	Godalming Farncombe & Catteshall	Erection of a single storey extension; alterations to roofspace including dormer and rooflights to provide additional habitable accommodation.	37 Hallam Road Farncombe Godalming GU7 3HW	No Observation
WA/2025/01461	Godalming Farncombe & Catteshall	Erection of a single storey rear extension.	Holmdale Catteshall Lane Godalming GU7 1LJ	No Observation
TM/2025/01469	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 02/03	Little Normanhurst Summerhouse Road Godalming GU7 1PY	No Observation
WBC Weekly List 25/32				
WA/2025/01516	Godalming Binscombe & Charterhouse	Erection of a close boarded timber fence following removal of existing boundary wall.	8 Twycross Road Godalming GU7 2HH	No Observation
WA/2025/01547	Godalming Central & Ockford	Erection of two storey extension and alterations together with extension and alterations to existing entrance porch; creation of vehicle access and associated landscaping.	33 South Hill Godalming GU7 1JT	No Observation
WA/2025/01535	Godalming Central & Ockford	Erection of new front porch and service canopy to rear; installation of new plant machinery; alterations to elevations; alterations to car parking area including erection of trolley bays following demolition porch, front dormer windows and canopy.	Unit 1 Woolsack Way Godalming GU7 1DR	See below

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				<p>Godalming Town Council raised no objections and welcomed the arrival of Marks & Spencer (M&S) to the town, recognising the potential benefits for local economic vitality and consumer choice.</p> <p>However, in offering their support, Members raised the following material planning considerations:</p> <p>Highways and Traffic Management</p> <ul style="list-style-type: none"> Concerns were expressed regarding the potential for increased traffic congestion along Flambard Way and Woolsack Way, particularly given the likely increase in vehicle movements associated with a food retail operation. Members strongly urged that any Section 106 (S106) contributions generated from this development be allocated towards: <ul style="list-style-type: none"> Improving the phasing and control of traffic lights and pedestrian crossings along Flambard Way. Enhancing traffic flow and pedestrian safety in this key area of the town. <p>Car Parking and Urban Accessibility</p> <ul style="list-style-type: none"> GTC encourages the introduction of real-time car park management systems to inform drivers of available parking spaces across town centre car parks. Such systems could reduce unnecessary queuing in already full car parks, ease congestion, and better distribute parking demand. <p>Developer Contributions: Strategic Application of S106 and CIL</p> <ul style="list-style-type: none"> If the S106 funding arising from this application proves insufficient to fund both traffic light optimisation and parking systems, GTC strongly recommends that Strategic Community Infrastructure Levy (CIL) funding be applied to deliver these improvements. Members stressed this as a time-sensitive opportunity to coordinate local infrastructure with a key commercial investment in the town. <p>Environmental and Operational Concerns</p> <ul style="list-style-type: none"> GTC requests that Waverley Borough Council (WBC) satisfies itself as to the robustness of the proposed: <ul style="list-style-type: none"> Waste management plan. Noise and light pollution mitigation measures. Ecological impact surveys. These should be secured as conditions of any planning approval, to protect residential amenity and ensure compliance with environmental legislation. <p>Conclusion</p> <p>Godalming Town Council supports both planning applications but urges WBC to work collaboratively with the developer to address the outlined concerns. The Council sees the arrival of M&S as a positive step for the town and wishes to ensure that related infrastructure improvements are maximised for community benefit.</p>

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PRA/2025/01537	Godalming Holloway	The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 6.00 m for which the height would be 3.00 m and for which the height of the eaves would be 3.00 m.	Montee Croft Road Godalming GU7 1BS	No Observation
WBC Weekly List 25/33				
WA/2025/01565	Godalming Binscombe & Charterhouse	Erection of two storey extension and alterations together with construction of a vehicle access and parking area following demolition of detached garage.	44 Combe Road Farncombe Godalming GU7 3SL	No Observation
WA/2025/01574	Godalming Central & Ockford	Application under Section 73 to vary Condition 1 (restriction on use) of WA/1992/0832 to allow for the sale of convenience goods (food) from unit 1.	Unit 1 Woolsack Way Godalming GU7 1DR	See below
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WA/2025/01567	Godalming Central & Ockford	Construction of pitched roof to replace existing flat roof.	Seymour House Lower South Street Godalming GU7 1BZ	No Observation
WA/2025/01558	Godalming Central & Ockford	Listed Building Consent for internal works.	Fords 134 Ockford Road Godalming GU7 1RG	No Observation
WA/2025/01577	Godalming Farncombe & Catteshall	Erection of single and two storey extensions and alterations with associated landscaping following demolition of detached outbuilding.	23 Warramill Road Godalming GU7 1LU	No Observation
TM/2025/01582	Godalming Holloway	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 43/99	Oak Holm Summerhouse Road Godalming GU7 1QB	No Observation