

GODALMING TOWN COUNCIL

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I HEREBY SUMMON YOU to attend the **PLANNING COMMITTEE** Meeting to be held in the **Oglethorpe Room, Wilfrid Noyce Centre**, Godalming on THURSDAY, 28 May 2026 at 6.30pm.

Dated the 21st Day of May 2026

Andy Jeffery

Andy Jeffery
Chief Executive Officer

If you wish to speak at this meeting please contact Godalming Town Council on 01483 523575 or email office@godalming-tc.gov.uk

Committee Members: Councillor Crowe - Chair
Councillor Martin
Councillor Marshall
Councillor Weightman
Councillor Williams

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting of the Planning Committee held on the 9 April 2026, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. ELECTION OF COMMITTEE VICE-CHAIR

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

4. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

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

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

Councillor Crowe Councillor Williams Councillor Martin

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 Chair of the meeting;
- a question shall not require a response at the meeting nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given. If a matter raised is one for principal councils or other authorities, the person making representations will be informed of the appropriate contact details.

6. QUESTIONS BY MEMBERS

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

7. PLANNING COMMITTEE MEMBERS INDUCTION & SERVICE OVERVIEW

Members to receive a briefing from the CEO on the role of the Planning Committee within the Council's new Service Committee structure.

8. PLANNING APPLICATIONS – CONSULTATION

The full schedule of planning applications received from the Local Planning Authority since the last meeting is attached for the information of Members.

9. PLANNING APPLICATIONS – SUBJECTED TO AMENDMENT

Members to consider planning applications previously considered by this committee for which subsequent amendments have been submitted.

10. COMMUNICATIONS ARISING FROM THIS MEETING

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

11. DATE OF NEXT MEETING

The next meeting of the Planning Committee is scheduled to take place in the Oglethorpe Room on Thursday, 11 June 2026 at 6.30pm.

12. ANNOUNCEMENTS

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

Planning Committee Member Briefing Paper – Member Induction & Governance Overview

1. Introduction

This briefing paper has been prepared to support Members appointed to the Planning Committee following the Annual Council Meeting on 20 May 2026.

The purpose of the briefing is to provide Members with:

- an overview of the Committee's role and responsibilities;
- an understanding of the Council's planning consultation role;
- clarity regarding delegated authority and governance arrangements;
- awareness of the relationship between the Planning Committee and other Council Committees;
- and an outline of the wider strategic planning and environmental issues likely to arise during the Committee's work.

The Committee operates within the Council's Standing Orders, Terms of Reference and Scheme of Delegation as adopted by Full Council.

2. Purpose of the Committee

The Planning Committee operates under delegated authority from Full Council and manages the Council's role in:

- planning consultations;
- neighbourhood planning;
- planning policy responses;
- and related environmental and infrastructure matters.

The Committee acts as a statutory consultee in the planning process and provides the Council's formal responses to planning applications submitted to the Local Planning Authority.

The Committee also considers matters relating to:

- highways;
- flood resilience;
- environmental impact;
- heritage considerations;
- open space protection;
- and strategic development affecting the town.

The Committee's role is consultative rather than determinative. Final planning decisions remain the responsibility of the Local Planning Authority.

3. Governance Framework & Committee Relationships

3.1 Full Council

Full Council remains the sovereign decision-making body of the Council and retains responsibility for all statutory and reserved matters. The Planning Committee operates under delegated authority and submits minutes to Full Council for noting.

The Committee may refer matters to Full Council where:

- policy implications arise;
- strategic significance justifies escalation;
- or broader Council-wide implications require consideration.

3.2 Relationship with Management Committee

The Management Committee is responsible for:

- corporate coordination;
- asset management;
- legal services;
- corporate policy development;
- and financial oversight.

Whilst the Planning Committee primarily undertakes a consultative role, some planning matters may have implications for:

- Town Council landholdings;
- strategic asset management;
- infrastructure investment;
- environmental policy;
- or wider Council priorities.

In such circumstances liaison with the Management Committee may be required.

3.3 Relationship with Cemeteries, Open Spaces & Sustainability Committee

There are significant overlaps between planning matters and the Council's environmental responsibilities.

Areas of crossover may include:

- biodiversity;
- tree management;
- flood resilience;
- environmental sustainability;
- open space protection;
- recreation land;
- and climate-related considerations.

The Cemeteries, Open Spaces & Sustainability Committee oversees operational and strategic management of environmental assets, whilst the Planning Committee considers planning and development implications relating to those areas.

3.4 Relationship with Community, Events & Culture Committee

Planning decisions and development proposals may affect:

- heritage assets;
- public spaces;
- tourism;
- cultural facilities;
- and the wider character of the town centre.

Where appropriate, liaison may therefore occur regarding:

- town centre development;
- cultural infrastructure;
- public realm changes;
- and impacts upon community facilities.

3.5 Relationship with Audit & Governance Committee

The Audit & Governance Committee provides assurance regarding:

- governance;
- legal compliance;
- and risk management.

The Planning Committee must therefore ensure that:

- planning responses are properly considered;
- governance processes are followed;
- declarations of interest are appropriately managed;
- and decisions remain within delegated authority.

Planning matters may occasionally carry:

- reputational;
- legal;
- or procedural risk

requiring appropriate governance oversight.

4. Role of the Planning Committee

The Planning Committee acts as the Council's formal mechanism for considering planning and development matters affecting the town.

This includes:

- review of planning applications;
- submission of consultation responses;
- consideration of planning policy documents;
- and review of strategic development proposals.

The Committee also plays an important role in:

- representing community concerns;
- protecting local character;
- supporting sustainable development;
- and promoting high-quality development outcomes.

The Committee operates in a public and often highly scrutinised environment.

5. Planning Consultation Responsibilities

The Committee reviews planning applications referred to the Town Council by the Local Planning Authority.

This may include applications relating to:

- residential development;
- commercial development;
- listed buildings;
- conservation areas;
- tree works;
- infrastructure proposals;
- and changes affecting community facilities or public spaces.

The Committee's role is to:

- consider material planning considerations;
- review planning impacts;
- and formulate formal consultation responses.

The Committee may:

- support;
- object to;
- or comment upon applications.

The Local Planning Authority remains responsible for determining applications.

6. Neighbourhood Planning & Planning Policy

The Committee oversees the Council's role relating to:

- the Neighbourhood Plan;
- planning policy consultation;
- and strategic planning matters.

This may include consideration of:

- Local Plan consultations;
- supplementary planning documents;
- transport strategies;
- environmental policy;
- housing allocation proposals;
- and strategic development frameworks.

The Committee helps ensure that:

- local priorities are represented;
- community interests are considered;
- and planning policies reflect the character and needs of the town.

7. Heritage, Character & Design Considerations

Godalming contains a significant historic environment and many planning applications involve heritage or townscape considerations. The Committee may therefore regularly consider matters relating to:

- listed buildings;
- conservation areas;
- local heritage assets;
- townscape impact;
- public realm design;
- and protection of the town's historic character.

The Committee may also consider:

- design quality;
- visual impact;
- landscaping;
- and the cumulative effect of development on the character of the town.

8. Environmental, Sustainability & Flooding Issues

Planning matters increasingly involve environmental and climate-related considerations.

The Committee may therefore consider:

- biodiversity impacts;
- tree protection;
- flood risk;
- drainage;
- sustainability measures;
- energy efficiency;
- active travel;
- and environmental resilience.

The Committee works alongside wider Council priorities relating to:

- climate action;
- sustainability;
- environmental protection;
- and flood resilience.

9. Highways, Infrastructure & Community Impact

Planning applications frequently raise issues relating to:

- highways;
- parking;
- pedestrian safety;
- traffic generation;
- public transport;
- and infrastructure capacity.

The Committee may also consider impacts upon:

- schools;
- healthcare provision;
- recreation facilities;
- community infrastructure;
- and public amenity.

Where appropriate, the Committee may raise concerns or recommendations regarding infrastructure pressures created by development.

10. Member Conduct & Planning Ethics

Planning is one of the most sensitive and highly regulated areas of local governance. Members of the Planning Committee are expected to:

- approach matters with an open mind;
- consider planning merits objectively;
- avoid predetermination;
- and operate within the Council's Code of Conduct.

Members must ensure:

- declarations of interest are made appropriately;
- lobbying is handled transparently;
- and decisions are based upon relevant planning considerations.

The Committee must avoid:

- political bias;
- personal preference;
- or non-material considerations influencing formal responses.

11. Delegated Authority & Urgent Matters

The Planning Committee operates under delegated authority from Full Council. Due to the frequency and timescales associated with planning consultations, delegated authority is also provided to the Proper Officer or Deputy Proper Officer, in consultation with the Chair, for urgent matters arising between meetings.

The Committee's decisions:

- represent the formal consultation position of the Council;
- operate within approved governance arrangements;
- and are subject to the Council's wider governance framework.

The Committee does not:

- determine planning applications;
- exercise enforcement powers;
- or override the statutory authority of the Local Planning Authority.

12. Key Strategic Risks & Emerging Pressures

Key planning and development pressures currently include:

- increasing development pressures;
- infrastructure capacity concerns;
- flood risk;
- environmental sustainability;
- balancing growth with local character;
- transport and parking pressures;
- biodiversity impacts;
- and increasing complexity within planning legislation and policy.

Future strategic considerations may include:

- Local Government Reorganisation impacts;
- housing delivery pressures;
- climate resilience;
- town centre regeneration;
- infrastructure funding;
- and evolving national planning policy.

13. Role of Members

Members of the Planning Committee are expected to:

- review planning applications objectively;
- represent community interests responsibly;
- consider planning policy and material considerations;
- support sustainable and appropriate development;
- and operate within the Council's governance framework.

Members should:

- maintain impartiality;
- avoid predetermination;
- and focus upon planning merits and policy considerations.

Members should not:

- direct officers;
- make commitments outside Committee authority;
- or seek to influence planning outcomes improperly.

The Committee's role is consultative and advisory within the wider statutory planning framework.

GODALMING TOWN COUNCIL**ENVIRONMENT & PLANNING – SCHEDULE OF PLANNING APPLICATIONS –14 APRIL 2026-18 MAY 2026**

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 26/16				
WA/2026/00600	Godalming Binscombe & Charterhouse	Application under S73 to vary condition 2 (approved plans) of WA/2025/02175 to allow alterations to design.	55 Peperharow Road Godalming GU7 2PL	
WA/2026/00611	Godalming Central & Ockford	Change of use of mixed use premises (Use Class C3 and Use Class E) to single dwellinghouse (Use Class C3).	29 Church Street Godalming GU7 1EL	
WA/2026/00612	Godalming Central & Ockford	Listed building consent for change of use of mixed use premises (Use Class C3 and Use Class E) to single dwellinghouse (Use Class C3) together with internal alterations.	29 Church Street Godalming GU7 1EL	
WA/2026/00602	Godalming Central & Ockford	Erection of single storey rear extension with external staircase and terrace over; erection of a single storey side extension and external alterations.	4 Coopers Rise Godalming GU7 2NJ	
WA/2026/00603	Godalming Central & Ockford	Construction of a dropped kerb and associated works.	High Times 25 Portsmouth Road Godalming GU7 2JU	
PIP/2026/00627	Godalming Central & Ockford	Application for Permission in Principle for the erection of 4 dwellings.	Land Coordinates 496263 144070 Westbrook Road Godalming	
WA/2026/00614	Godalming Farncombe & Catteshall	Erection of extensions and alterations following demolition of existing outbuildings.	31 Nursery Road Farncombe Godalming GU7 3JU	
TM/2026/00642	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER GOD13	Bunkers Ashstead Lane Godalming GU7 1SY	
TM/2026/00596	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 09/12	46 High Ridge Godalming GU7 1YF	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WA/2026/00618	Godalming Holloway	Erection of a raised platform and installation of an EV charging point with associated works and the construction of a vehicle access to facilitate parking.	38 Town End Street Godalming GU7 1BH	
WBC Weekly List 26/17				
TM/2026/00686	Godalming Binscombe & Charterhouse	APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 41/07	Land at The Brambles Godalming GU7 2QY	
TM/2026/00687	Godalming Binscombe & Charterhouse	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION 02/04	High Banks 16 The Brambles Godalming GU7 2QY	
WA/2026/00676	Godalming Farncombe & Catteshall	Installation of a wooden yurt on existing concrete base to serve as a sheltered space for the preschool.	Godalming Town Football Club Wey Court Godalming GU7 3JE	
TM/2026/00688	Godalming Farncombe & Catteshall	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 26/02	18 Streeters Close Godalming GU7 1YY	
TM/2026/00695	Godalming Farncombe & Catteshall	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 26/02	20 Lammas Road Godalming GU7 1YL	
WA/2026/00667	Godalming Holloway	Erection of extensions and alterations.	60 Town End Street Godalming GU7 1BH	
WA/2026/00681	Godalming Holloway	Erection of single-storey extension and alterations.	Pooh Corner 3 Phillips Close Godalming GU7 1XZ	
WBC Weekly List 26/18				
WA/2026/00727	Godalming Holloway	Alterations and relocation of existing vehicular access and crossover together with associated works to boundary walls.	Craven Lodge Grosvenor Road Godalming GU7 1PA	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 26/19				
TM/2026/00772	Godalming Binscombe & Charterhouse	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 07/07	30 Woodmancourt Godalming GU7 2BT	
WA/2026/00759	Godalming Binscombe & Charterhouse	Certificate of Lawfulness under Section 192 for dormer extension and installation of rooflights to provide habitable accommodation in roof space.	27 Silo Road Farncombe Godalming GU7 3PA	
WA/2026/00767	Godalming Binscombe & Charterhouse	Erection of single storey extension following demolition of existing conservatory.	23 Oak Mead Farncombe Godalming GU7 3RJ	
WA/2026/00763	Godalming Binscombe & Charterhouse	Listed building consent for replacement of an entrance door, internal doors and subdivision of a former classroom.	Charterhouse School Hurtmore Road Godalming GU7 2DF	
TM/2026/00769	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 08/12	2 Fox Dene Godalming GU7 1YQ	
WBC Weekly List 26/20				
WA/2026/00787	Godalming Binscombe & Charterhouse	Erection of extensions and alterations together with extensions to existing entrance porch.	42 Warren Road Farncombe Godalming GU7 3SH	
WA/2026/00812	Godalming Binscombe & Charterhouse	Erection of a first floor extension, 3 porches and roof adaptations. Alterations including wall insulation, air source heat pump and solar panels.	1 Meadow Close Farncombe Godalming GU7 3PS	
WA/2026/00802	Godalming Central & Ockford	Listed Building consent to rebuild chimney stack, repairs to roofing and timber frame, re-pointing and replacement of lead flashing.	18-20 Church Street Godalming GU7 1EW	
WA/2026/00790	Godalming Central & Ockford	Listed Building Consent for internal alterations.	Deanery House 24 Church Street Godalming GU7 1EW	
WA/2026/00800	Godalming Central & Ockford	Erection of single storey extensions including covered porch and installation of rooflight.	165 Ockford Ridge Godalming GU7 2NL	