

**MINUTES AND REPORT OF THE ENVIRONMENT & PLANNING COMMITTEE  
HELD ON 31 MARCH 2022**

\* Councillor Crooks – Chair  
0 Councillor Heagin – Vice Chair

* Councillor Adam	* Councillor Ashworth
0 Councillor Boyle	* Councillor Cosser
* Councillor Duce	* Councillor Faraday
* Councillor Follows	* Councillor Hullah
0 Councillor Martin	0 Councillor Neill
* Councillor PMA Rivers	* Councillor PS Rivers
0 Councillor Rosoman	* Councillor Stubbs
* Councillor Weightman	* Councillor Williams

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

509. MINUTES

The Minutes of the Meeting held on 10 March 2022 were signed by the Chair as a correct record.

510. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

511. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Williams declared a non-pecuniary interest in Agenda Item 8 as the Deputy Headteacher of Busbridge Junior School (the applicant organisation) is a close neighbour. Cllr Williams remained in the Chamber when that agenda item was debated.

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 Cosser  
Councillor Follows  
Councillor Heagin  
Councillor Martin  
Councillor PMA Rivers  
Councillor Rosoman  
Councillor Williams

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

Mr Richard Catchpole, Headteacher of Busbridge Junior School and Mr Matt Rooke, a Governor of Busbridge Junior School spoke in support of the CIL application submitted on behalf of Busbridge Junior School.

513. QUESTIONS BY MEMBERS

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

514. LETTERS RECEIVED

- a. Members noted that following the decision of this Committee to support the Motion on Notice regarding traffic matters in the Godalming Primary Retail area, (Min No 479-21 refers) the Town Clerk wrote to both Cllr Furniss as SCC Portfolio Holder for Transport & Infrastructure and to the Partnership & Committee Officer (Surrey Heath, Woking, Waverley, Reigate and Banstead & Tandridge) of the SCC Community Partnerships & Engagement Team regarding this matter.

In reply the Partnership & Committee Officer has confirmed that the matter has been put on the list of potential items for the next Waverley Local Committee, which is proposed for 8 July 2022. In the meantime, advice will be sought from SCC Officers regarding the processes and funding for such a scheme and how we can get this considered for future budget rounds or CIL.

Cllr Furniss has informed Godalming Town Council that all GTC's requests can be progressed by the divisional councillor so he will leave the matter to Cllr Rivers to take forward.

- b. Members also noted The Town Clerk wrote to WBC in relation to the Motion on Notice in support of the Waverley Affordable Homes Strategy (Min No 480-21 refers). In response WBC stated:

That it had incorporated GTC's comments in the Consultation Statement, due to be published following consideration by the WBC Executive Committee on 5 April.

If the strategy is adopted on 26 April by WBC Full Council, WBC will get to work on the actions set in the Action Plan. WBC have noted that Godalming Town Council is keen to work with WBC on the following:

- *working closely with Waverley Borough Council;*
- *identifying opportunities for land use, change of building use or other means to develop social housing, including on land and properties directly controlled by the Town Council;*
- *supporting a housing needs survey in alliance with Waverley Borough Council to identify local affordable and social housing needs in detail;*
- *highlighting significant planning applications in the town for opportunities to work with developers to provide affordable and social housing;*
- *working with all parties to ensure that existing local residents and key workers have priority for affordable and social housing; and*
- *supporting local self-build schemes.*

WBC are also keen to improve the way it works in partnership with Town and Parish Councils would welcome a meeting with a nominated sub-group of GTC Councillors, when appropriate, to discuss GTC support (particularly on any plans for specific sites that the Town Council may have in mind).

Members noted that the Town Clerk had thanked the respondents on behalf of the Town Council and in relation to WBC has informed WBC that GTC looks forward to hearing the outcomes of the consultation and the successful adoption of the strategy on 26 April.

515. STRATEGIC CIL BID – BROADWATER PARK SPORTS CHANGING ROOMS

Members noted that following the consideration by WBC of the latest round of applications for the allocation of Strategic CIL, GTC has been informed by WBC Parks & Leisure that its

bid for strategic CIL to support the refurbishment of the Broadwater Park Sports Changing Rooms was unsuccessful.

Members agreed that this outcome is obviously disappointing to not only the Parks & Leisure team, but also the users of the sports changing facilities.

Members were informed that GTC had allocated £100,000 of Neighbourhood CIL funding to this project. However, the allocation was subject to additional funding for the full project being made available via Strategic CIL. As such, the GTC allocation is no longer extant.

For information, it is the Town Clerk's understanding that a new Neighbourhood CIL bid is likely to be submitted, which will aim to improve the existing facilities for use by the community teams, however, such a bid would be looking to secure the existing facilities as opposed to upgrading to national sports body standards.

#### 516. NEIGHBOURHOOD CIL APPLICATION – BUSBRIDGE JUNIOR SCHOOL

Members received a presentation in support of a CIL Bid application from Busbridge Junior School (application attached to record minutes). Following questions from Members to Mr Catchpole and Mr Rooke, Members considered Busbridge Junior School's application for Neighbourhood CIL funding of £60,000 to build a new multi-use games area (MUGA) on its school field at a cost of £95,000.

Members accepted that the application supports an immediate and pressing need to improve the school's sports facilities and maximise the available space. Members also noted that the MUGA will provide a reliable, flat, all weather, all season sports surface which all children can use every day of the school year. Additionally, Members accepted that the MUGA would also provide a high-quality sports facility for community sports clubs in the local area and that as the local population increases due to development, the need to provide valuable additional space for the wider community to take parts in sports outside school hours, also increases.

Members considered that the regulations that govern how CIL is spent require that Godalming Town Council utilises the local CIL allocated towards either:

- the provision, improvement, replacement, operation or maintenance of infrastructure, or
- anything else that is concerned with addressing the demands that development places on Godalming.

**Members resolved to recommend to Full Council for the conditional award of £60,000 of Neighbourhood CIL funds in support of a Multi-use Games area to be provided at Busbridge Junior School (award to be conditional upon the applicant agreeing a Memorandum of Understanding to make provision for the MUGA to be made available for hire/use for an average of 38 hours per week, outside of school operating hours, to community groups and organisations and for the applicant to provide the Council with a report on use of the MUGA by both the school and other community groups after 12 months' of use).**

#### 517. PLANNING APPLICATIONS – CONSULTATION

The Committee considered the applications listed on the attached schedule and commented on them as shown in the fifth column.

#### 518. COMMUNICATIONS ARISING FROM THIS MEETING

No additional matters were identified for additional publicity.

519. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 21 April 2022 at 6.30pm.

520. ANNOUNCEMENTS

There were no announcements.

**GODALMING TOWN COUNCIL****ENVIRONMENT & PLANNING - SCHEDULE OF PLANNING APPLICATIONS – 1 MARCH 2022 TO 21 MARCH 2022**

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WBC Weekly List 22/10</b>				
<b>WA/2022/00721</b>	Godalming Binscombe	Erection of screen above existing fence.	40 Birch Road Farncombe Godalming GU7 3NT	<b>Object</b> on the grounds of overbearing due to height and out of keeping with the surrounding environment
<b>WA/2022/00795</b>	Godalming Binscombe	Erection of extension following demolition of existing conservatory.	46 Oak Mead Farncombe Godalming GU7 3RJ	No observation
<b>WA/2022/00743</b>	Godalming Central and Ockford	Certificate of Lawfulness under Section 192 for erection of a timber home office.	26 Carlos Street Godalming GU7 1BP	No observation
<b>WA/2022/00767</b>	Godalming Central and Ockford	Erection of extension and alterations to elevations.	98 Ockford Ridge Godalming GU7 2NF	No observation
<b>WA/2022/00766</b>	Godalming Central and Ockford	Erection of extensions and alterations with installation of rooflight.	99 Ockford Ridge Godalming GU7 2NF	No observation
<b>WA/2022/00727</b>	Godalming Central and Ockford	Alterations to elevations including erection of external fire escape and bin store; installation of kitchen and air handling mechanical plant equipment and associated works.	The Coaching Inns Group, The Kings Arms Royal Hotel 22-26 High Street Godalming GU7 1EB	No observation
<b>WA/2022/00728</b>	Godalming Central and Ockford	Listed Building Consent for internal and external alterations including erection of external fire escape and installation of kitchen and air handling mechanical plant equipment and associated works.	The Coaching Inns Group, The Kings Arms Royal Hotel 22-26 High Street Godalming GU7 1EB	No observation
<b>WA/2022/00798</b>	Godalming Central and Ockford	Erection of extension and alterations.	29 Town End Street Godalming GU7 1BQ	No observation
<b>WA/2022/00720</b>	Godalming Central and Ockford	Certificate of Lawfulness under Section 192 for alterations to elevations and roof, including dormer extension with juliet balcony and rooflights, to provide additional habitable accommodation.	17 Coopers Rise Godalming GU7 2NH	<b>No objection</b>

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WA/2022/00786</b>	Godalming Central and Ockford	Erection of extension and alterations, including installation of rooflights, with associated works following demolition of attached garage.	40 Grove Road Godalming GU7 1RE	No observation
<b>WA/2022/00790</b>	Godalming Charterhouse	Erection of two storey extension, alterations to elevations and fenestrations and alterations to roof, including dormer extensions, to provide additional habitable accommodation with associated works.	Casita, Hurtmore Road, Godalming GU7 2DY	<b>Object</b> on the grounds of loss of neighbours' amenity through loss of privacy, overdevelopment and not in keeping with WBC (Oct 2010) supplementary planning document as it extends greater than 2 mtrs beyond the front elevation and covers more than 50% of the front elevation.
<b>WA/2022/00761</b>	Godalming Charterhouse	Erection of a building to house a water tank.	Westbrook Mills Borough Road Godalming GU7 2AZ	<b>No objection</b>
<b>WA/2022/00736</b>	Godalming Charterhouse	Certificate of Lawfulness under Section 192 for erection of detached carport	Hazelbury 9 Richmond Road Godalming GU7 2ET	No observation
<b>WA/2022/00739</b>	Godalming Charterhouse	Application under section 73a to vary conditions 1 and 2 of WA/2020/0682 (approved plan numbers and materials) to allow alterations to third floor dormers, windows and incorporate plaster bands around window openings.	Westbrook Mills, Borough Road, Godalming GU7 2AZ	No observation
<b>WA/2022/00776</b>	Godalming Farncombe and Catteshall	Alterations to front garden and removal of boundary wall to provide a parking area for 3 residential flats.	32 & 32a Hare Lane Farncombe Godalming GU7 3EE	<b>Object</b> on the grounds of overdevelopment and that this application would remove existing limited on-road parking and would be a loss of neighbourhood amenity due to the loss of available on-street parking provision.
<b>WA/2022/00752</b>	Godalming Farncombe and Catteshall	Erection of extensions and alterations.	25 Overbrook Godalming GU7 1LX	<b>No objection</b>
<b>TM/2022/00755</b>	Godalming Farncombe and Catteshall	APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 26/02	17 Streeters Close Godalming GU7 1YY	No observation

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>NMA/2022/00715</b>	Godalming Charterhouse	WA/2021/02573 To install an AHU on the roof of the extension and two Air Source Heat Pumps in a plant area outside Add Fire door exit. Change location of doors. Add/remove windows. Change materials	John Derry Technical Centre, Charterhouse Hurtmore Road Godalming	No observation
<b>WBC Weekly List 22/11</b>				
WA/2022/00854	Godalming Binscombe	Erection of detached garage with ancillary room above, cycle and bin stores, retaining boundary walls and brick piers with sliding vehicle access gate following demolition of existing detached garage.	40 Binscombe Lane Farncombe Godalming GU7 3PP	No observation
WA/2022/00845	Godalming Binscombe	Certificate of Lawfulness under Section 192 for the erection of an outbuilding.	65 Binscombe Lane Farncombe Godalming GU7 3QG	No observation
WA/2022/00842	Godalming Central and Ockford	Application under Section 73 of WA/1990/0778 (restrictions on parking) to allow revised parking layout.	Hambledon House Catteshall Lane Godalming GU7 1JJ	<b>Object</b> as Godalming Town Council considers the purpose of the original planning conditions to prevent displacement parking and to allow maneuverability onsite remains extant
WA/2022/00843	Godalming Central and Ockford	Application under Section 73 to vary/remove conditions 3, 4 & 9 of WA/1989/2024 (Restrictions on occupation, Use Class & parking prior to occupation) to remove condition 3, to allow alterations to Use Class status & revised car parking layout.	Hambledon House Catteshall Lane Godalming GU7 1JJ	<b>No objection</b> to change of use <b>Object</b> to revised parking layout. Godalming Town Council considers the purpose of the original planning conditions to prevent displacement parking and to allow maneuverability onsite remains extant
WA/2022/00848	Godalming Charterhouse	Erection of extensions following demolition of existing conservatory.	1 Hillside Way Godalming GU7 2HN	No observation
WA/2022/00893	Godalming Charterhouse	Erection of extensions.	Corner House 52 Nightingale Road, Godalming GU7 2HP	No observation
WA/2022/00856	Godalming Charterhouse	Erection of covered balcony, alterations to elevations and extension to basement floor area to provide additional habitable accommodation.	105 Peperharow Road. Godalming GU7 2PN	No observation

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WA/2022/00811	Godalming Farncombe and Catteshall	Certificate of Lawfulness under Section 192 for alterations to roof including dormer extension and rooflights to provide additional habitable accommodation.	21 Hallam Road Farncombe Godalming GU7 3HW	<b>No Objection</b>
WA/2022/00853	Godalming Farncombe and Catteshall	Erection of extension and alterations to elevations.	5 Wood Road Farncombe Godalming GU7 3NN	No observation
PRA/2022/00832	Godalming Farncombe and Catteshall	General Permitted Development Order 2015, Schedule 2 Part 3 Class MA - Prior Notification Application for change of use from commercial, business and service (Use class E) to 4 dwellings (Use class C3).	8 & 8a Farncombe Street, Godalming GU7 3AY	<b>Object</b> - Godalming Town Council objects to this application on the grounds that the change of use of these properties is undesirable because of the location of the properties and the impact the change of use would have on the sustainability of the key shopping area of Farncombe Village. General Permitted Development Order 2015, Schedule 2, Part 3 Class M, Conditions M.2 (1) (d)(ii)
WA/2022/00809	Godalming Holloway	Erection of a single storey infill extension.	St Edmunds Catholic Primary School, The Drive, Godalming GU7 1PF	No observation
WA/2022/00825	Godalming Holloway	Installation of replacement windows.	Busbridge Church of England Junior School, Brighton Road, Godalming GU7 1XA	No observation
WA/2022/00895	Godalming Holloway	Erection of extensions and alterations following demolition of existing garage (resubmission of lapsed approval WA/2016/1484).	17 Duncombe Road Godalming GU7 1SF	No observation
<b>WBC Weekly List 22/12</b>				
WA/2022/00930	Godalming Central and Ockford	Construction of external staircase with integrated bin store.	21a Grove Road Godalming GU7 1RE	No observation
WA/2022/00924	Godalming Central and Ockford	Erection of an extension and alterations following demolition of conservatory.	9 Scizdons Climb Godalming GU7 1NL	No observation

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WA/2022/00966	Godalming Central and Ockford	Installation of heating, ventilation and air conditioning ducts on roof and front elevation together with associated works.	3 Godalming Business Centre Woolsack Way Godalming GU7 1XW	No observation
WA/2022/00912	Godalming Central and Ockford Ward	Application under Section 73A to vary condition 6 and 18 of WA/2014/1290 (restriction of use class and approved plans) removal of condition 7 (travel plan implementation) to allow the site to be used as Use Class B8 (self-storage).	Former Ingram and Glass Ltd Catteshall Lane Godalming GU7 1LB	No observation
WA/2022/00914	Godalming Charterhouse	Certificate of Lawfulness under Section 192 for construction of dormer extension to create a two storey dwelling.	Timberscombe Priorsfield Road Godalming GU7 2RG	<b>No objection</b>
TM/2022/00962	Godalming Charterhouse	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER WA174	Tramontana 22a Hurtmore Chase Godalming GU7 2RT	No observation
WA/2022/00928	Godalming Farncombe and Catteshall	Erection of two storey extension and alterations following demolition of existing single storey extension.	9 St Johns Street Farncombe Godalming GU7 3EH	<b>Object</b> of the grounds of loss of neighbours' amenity and significant overdevelopment due to scale and mass.
TM/2022/00929	Godalming Farncombe and Catteshall	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 27/02	Land At The Landings, Blackburn Way Godalming GU7 1JY	GTC has no objections to this application, however, it recommends that WBC rejects any further applications received for removal of trees where the requirement stated on the application to provide proposals for replanting is not met.
TM/2022/00951	Godalming Farncombe and Catteshall	APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 27/02	Land At The Landings, Blackburn Way Godalming GU7 1JY	GTC has no objections to this application, however, it recommends that WBC rejects any further applications received for removal of trees where the requirement stated on the application to provide proposals for replanting is not met.
WA/2022/00932	Godalming Holloway	Certificate of Lawfulness under Section 192 for alterations to roof to provide additional habitable accommodation, including hip to gable and dormer extensions with rooflights.	37 Crownpits Lane Godalming GU7 1PB	No observation