

# GODALMING TOWN COUNCIL

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Municipal Buildings  
Bridge Street  
Godalming  
Surrey GU7 1HT

7 August 2015

I HEREBY SUMMON YOU to attend the **PLANNING & ENVIRONMENT COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 13 AUGUST 2015 at 7.00 pm.

Louise P Goodfellow  
Town Clerk

Committee Members: Councillor Poulter – Chairman  
Councillor Bolton – Vice Chairman

Councillor P Martin  
Councillor Cosser  
Councillor T Martin  
Councillor Woodham  
Councillor Hunter  
Councillor Thornton  
Councillor Williams  
Councillor Gray  
Councillor Young

Councillor Gordon-Smith  
Councillor Wheatley  
Councillor Reynolds  
Councillor S Bott  
Councillor Noyce  
Councillor Welland  
Councillor Pinches  
Councillor Walden

## AGENDA

### 1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 23 July 2015, a copy of which has been circulated previously.

### 2. APOLOGIES FOR ABSENCE

### 3. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman to allow members of the public to ask the Council questions, make a statement or present a petition. This forum to be conducted in accordance with Standing Order 4.

### 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.

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

Cllr RA Gordon-Smith  
Cllr T Martin  
Cllr Hunter  
Cllr Welland  
Cllr Williams

Cllr P Martin  
Cllr Reynolds  
Cllr Thornton  
Cllr Wheatley  
Cllr Bolton

5. PLANNING APPLICATIONS - CONSULTATION

To consider a schedule of planning application attached at Appendix A.

6. UPDATE ON THE NEIGHBOURHOOD PLAN

Members to receive an update from Councillor Walden and a written report from the Neighbourhood Plan Working Group (report attached for the information of Members).

7. ITEMS FOR THE INFORMATION OF MEMBERS

Members are asked to note the items which are tabled for their information.

8. DATE OF NEXT MEETING

The next meeting of the Planning & Environment Committee is scheduled to take place on Thursday, 3 September 2015 at 7.00 pm in the Council Chamber.

9. ANNOUNCEMENTS

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

## 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.

SCHEDULE OF PLANS SUBMITTED FOR  
COMMENTS OF GODALMING TOWN COUNCIL'S PLANNING & ENVIRONMENT COMMITTEE

<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT &amp; NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
1. WA/2015/1335	Erection of a rear first floor extension and alterations. 2 College Hill, Godalming S Dyer	
2. WA/2015/1336	Erection of first floor rear extension and alterations (revision of WA/2015/0625). Kosmos 10, Wood Road, Godalming S Allgood	
3. WA/2015/1337	Erection of a single storey extension to provide enlarged shop unit following demolition of existing single storey outbuildings. 76 High Street, Godalming A Batten Riverdore Ltd	
4. WA/2015/1338	Listed Building Consent for erection of a single storey extension to provide enlarged shop unit following demolition of existing single storey outbuildings. 76 High Street, Godalming A Batten Riverdore Ltd	
5. WA/2015/1345	Erection of extensions and alterations following demolition of existing extension and conservatory. Hill Point, Mark Way, Godalming. A Wilson	
6. WA/2015/1352	Certificate of Lawfulness under Section 192 for the erection of a single storey rear extension. 21 PULLMAN LANE, GODALMING,. Mr Astles & Mrs Jones	
7. WA/2015/1363	Consent to display an illuminated advertisement. Godalming College, Tuesley Lane, Godalming. Mr M McCarthy	

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<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT &amp; NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
8. WA/2015/1368	Certificate of Lawfulness under Section 192 for the erection of hip to gable roof extension and alterations. 53 Peperharow Road Godalming. Mr & Mrs R Bulpitt	
9. WA/2015/1369	Alterations to elevations and fenestration; erection of ground floor extension and alterations; alterations to paving (follows invalid application WA/2015/1259). Godalming United Church, Bridge Road, Godalming Trustees for Methodist Church	
10.WA/2015/1378	Erection of extensions and alterations. Bryn Tor, 14 Deanery Road, Godalming P Hacking	
11.WA/2015/1379	Erection of extensions and alterations following demolition of existing conservatory; conversion of loft to provide habitable accommodation including a dormer window. 25 Nursery Road, Godalming Mr & Mrs Luff	
12.WA/2015/1391	Erection of new church building together with associated works following demolition of existing building. Binscombe Church, Loseley Road, Farncombe Binscombe Church	
13.WA/2015/1396	Erection of single-storey rear extension. 169 Brighton Road, Godalming Mr Read	
14.WA/2015/1405	Erection of extensions and alterations following demolition of existing garage. 20 The Paddock, Godalming Mr & Mrs Bottger	
15. WA/2015/1410	Certificate of Lawfulness under Section 192 for the erection of a single storey rear extension. 26 Shackstead Lane, Godalming R Marler	

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<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT &amp; NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
16. WA/2015/1411	Erection of two storey extension, first floor extension and porch. Thistledown, Tuesley Lane, Godalming Mr & Mrs Marshall	
17. WA/2015/1417	Erection of an extension together with alterations to existing conservatory. Yew Tree House, 1 Birchanger, Godalming Mr & Mrs Hughes	
18. WA/2015/1423	Listed Building Consent for internal alterations. 51 High Street Godalming Mr A Patel	
19. WA/2015/1440	Certificate of Lawfulness under Section 192 for the erection of rear extensions and alterations following demolition of existing conservatory. The Gables, Upper Manor Road, Godalming N Foreman-Peck	
20. WA/2015/1441	Erection of a two storey extension including dormer window following demolition of existing garage (revision of WA/2015/1119). 31 Park Road, Godalming S Irving	
21. WA/2015/1445	Erection of single storey side extension. 73 Minster Road, Godalming Mr & Mrs Standing	
22. WA/2015/1449	Erection of extensions and alterations. 14 Langham Close, Godalming S Hacker	
23. WA/2015/1467	Erection of replacement cricket nets (follows invalid application WA/2014/2139). Farncombe CC Pavilion, Broadwater Park, Summers Road, Godalming T Jaggard Farncombe Cricket Club	

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<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT &amp; NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
24. NMA/2015/0106	Amendment to WA/2014/1604 to provide alterations to garage roof; addition of porch canopy; alterations to fenestration. 5 Beech Way, Godalming P Morris	
25. NMA/2015/0110	Amendment to WA/2015/0392 to increase width of front window to lounge by one casement and insert one new high level window to side elevation. 101 Aarons Hill Godalming Mr & Mrs Davis	
26. CA/2015/0068	GODALMING CONSERVATION AREA. Works to and removal of trees. 77 High Street, Godalming A Holloway	
27. CA/2015/0075	CROWNPITS GODALMING CONSERVATION AREA. Works to one Eucalyptus tree. 103 Brighton Road, Godalming P Tallant	
28. DW/2015/0043	The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.7m, for which the height would be 2.9m, and for which the height of the eaves would be 2.9m. 61 Binscombe Crescent, Godalming B Farrell	
29. TM/2015/0088	Application for works to a tree subject of Tree Preservation Order 2/01. 3 Mayen Place, Nightingale Road, Godalming I Kent	
30. TM/2015/0093	Application for works to a tree subject of Tree Preservation Order God12. Watco House, Filmer Grove, Godalming Mr Jackman	
31. TM/2015/0096	Application for works to a tree subject of Tree preservation Order God13. 22 Mary Vale, Godalming. Mr K Glennon	

GODALMING TOWN COUNCIL

APPLICATION

PROPOSED DEVELOPMENT &  
NAME OF APPLICANT

OBSERVATIONS



## **GOFARNP – Working Group update report**

The working group met for the first time this year (as a new administration) on July 27 to review progress of the Neighbourhood Plan development process and to agree any actions required.

Simon Thornton (apologies)  
Stefan Reynolds (apologies)  
Anne Bott  
Nick Williams  
David Hunter  
Kirsty Walden  
Louise Goodfellow

Points of discussion and actions agreed:

- The distribution of the questionnaire has slipped from the previous target date of the end of June and will now be sent out at the end of August 2015. The group agreed that the return date should be set as three weeks from distribution. A revised timetable for the GOFARNP was agreed based on this new date.
- The costs for distributing the questionnaire will depend on whether the questionnaire is sent to all households or a sample of households (this option would be still be statistically valid)  
**Action: LG to advise cost calculations of the different distribution options**
- All questionnaires should be returned by the end of September. The collation and analysis of the survey results will be completed by the end of October (temporary additional resource may be required to achieve this (depending on the volume of responses received))
- The questionnaire will be widely publicised across Godalming and Farncombe with boards and banners in high-traffic and high visibility area (same location as the recent Staycation advertising)
- If possible a copy of the questionnaire will be available as a preview for residents at the GOFARNP stand at the Farncombe Family Fete on Saturday 8 August  
**Action: LG to provide copy of questionnaire when available**
- The results from the questionnaire will be shared with all the volunteer Working Groups in early November at an evening social event, this event will be hosted, by the Council's Working Group and the Steering Group and will provide feedback on the Survey outcomes. It was agreed that our Consultant, Chris Bowden should present the feedback on the survey outcomes at this event  
**Action: LG- to book time with Chris Bowden, organise suitable**

**venue, catering and advise the volunteer working group members of this plan**

- This November social event will also be used to address any outstanding issues with the SWGs ahead of the groups preparing their final reports ready to submitted at the end of the month
- Following the November social event, Chris Bowden (Consultant) will present the Survey outcomes to the P&E Committee for review and discussion

**Action: LG- to book time with Chris Bowden and put item on relevant P&E meeting agenda**

- The new target date for the referendum on the GOFARNP Neighbourhood Plan is November 2016
  - Regular dates for the Council's Working Group will be scheduled for the next twelve months around the expected dates for key milestones to maintain progress against the revised timetable
  - Some concern was expressed during the meeting that some of the volunteer groups are running with reduced membership number. We discussed scheduling a Steering Group meeting to understand how much has been delivered/developed to date by each group and identify where additional resource and support may be required
- Action: Town Councillors to recruit further volunteers (if required)  
LG- to organise Steering Group Meeting to share revised timetable and discuss any additional resource required**

**SUMMARY DIAGRAM OF MILESTONES/PROCESSES – GODALMING NEIGHBOURHOOD PLAN – REVISED JULY 2015**

	<b>2013</b>		
	Oct	Nov	Dec
	Planning Public Meeting		
	Developing Community Engagement Strategy		

<b>2014</b>											
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
◆ Public Meeting											
Developing Community Engagement Strategy											
	Setting up working groups										
			Working groups active in their subject/theme areas								

<b>2015</b>											
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Working groups active in their subject/theme areas											
								Questionnaire			
										◆ Working groups report	
											Bringing the first draft plan together

