

GODALMING TOWN COUNCIL

Tel: 01483 523575
Fax: 01483 523077
E-Mail: office@godalming-tc.gov.uk
Website: www.godalming-tc.gov.uk

Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

18 September 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, 24 SEPTEMBER 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 3 September 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 P Martin
Cllr T Martin
Cllr Welland
Cllr Thornton
Cllr Bolton

Cllr RA Gordon-Smith
Cllr Reynolds
Cllr Wheatley
Cllr Williams
Cllr Hunter

5. PLANNING APPLICATIONS - CONSULTATION

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

6. WAVERLEY BOROUGH COUNCIL – PLANNING DECISIONS

A list of Godalming applications considered by Waverley Borough Council (either by delegated authority or by the Area Planning Committee (Central)) where decisions were significantly different to the observations submitted by the Town Council is attached for the information of members.

7. UPDATE ON THE NEIGHBOURHOOD PLAN

Members to consider an update from the Town Clerk, report attached for the information of Members.

8. MEMBERSHIP OF THE NEIGHBOURHOOD PLAN WORKING GROUP

Members to confirm the revised membership of the Neighbourhood Plan Working Group as;

Councillor Bolton
Councillor A Bott
Councillor Hunter
Councillor Poulter
Councillor Walden
Councillor Williams
Town Clerk

Members of the Working Group are reminded that the next meeting of the Group (to be held jointly with the Neighbourhood Plan Steering Group) is scheduled to take place at 6pm on Friday, 9 October 2015 in The Pepperpot.

9. ITEMS FOR THE INFORMATION OF MEMBERS

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

10. DATE OF NEXT MEETING

The next meeting of the Planning & Environment Committee is scheduled to take place on Thursday, 15 October 2015 at 7.00 pm in the Council Chamber.

11. ANNOUNCEMENTS

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

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

<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT & NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
1. WA/2015/1646	Erection of a dwelling following the demolition of existing Laundrette (revision of WA/2014/1788). 35A Farncombe Street, Godalming S Roux	
2. WA/2015/1650	Certificate of Lawfulness under Section 192 for the erection of first floor front extension. 45 Maplehatch Close, Godalming P Clifford	
3. WA/2015/1651	Erection of side extension and alterations following demolition of existing garage and conservatory. 89 Farncombe Street, Godalming H Keanie	
4. WA/2015/1655	Erection of extensions and alterations. Willow View, Moss Lane, Godalming Mr & Mrs Steel	
5. WA/2015/1659	Change of use of building together with alterations to provide 4 flats. 98-99 Great George Street, Godalming P Papasodaro	
6. WA/2015/1660	Listed Building consent for alterations. 98-99 Great George Street, Godalming P Papasodaro	
7. WA/2015/1668	Erection of two storey side extension following demolition of existing attached garage. 1 Hillside Way, Godalming Y Le Clezio	
8. WA/2015/1670	Erection of single-storey rear extension and alterations together with associated works. 54 Fox Dene, Godalming Mr & Mrs J Larkin	

GODALMING TOWN COUNCIL

<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT & NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
9. WA/2015/1691	Erection of a dwelling together with associated works with access off Latimer Road. Land adjacent to Firbank, Croft Road, Godalming P Broggan	
10.WA/2015/1697	Erection of single-storey rear extension and alterations. 1 Carlos Street, Godalming M Goddard	
11.WA/2015/1711	Erection of extensions and alterations (revision of WA/2014/1604). 5 Beech Way, Godalming Mr & Mrs P Morris	
12.WA/2015/1712	Erection of raised decking. Former Panda House, Catteshall Lane, Godalming S Gossain – GKO Securities Ltd	
13.WA/2015/1722	Change of use, erection of extension and alterations to commercial office building (Class B1) to provide 2 dwellings (Class C3). 20 Riverside Chambers, Bridge Street, Godalming N Currie & R Aird	
14.WA/2015/1723	Listed Building Consent for erection of extension and alterations. 20 Riverside Chambers, Bridge Street, Godalming N Currie & R Aird	
15. TM/2015/0106	Application for works to a tree subject of Tree Preservation Order GOD13. 12 Mary Vale, Godalming Mrs Brown	
16. TM/2015/0111	Application for works to a tree subject of Tree Preservation Order God16a. Foxhill, The Close, Godalming A Mechesney	

GODALMING TOWN COUNCIL

<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT & NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
AF/2015/0001	Prior Notification Application, GPDO Schedule 2, Part 3, Class R – Change of use from Agricultural Building to Class A1 (retail) with an ancillary café (Class A3). Barn at land opposite Broadwater Lake, Guildford Road, Godalming I Whittock	
DW/2015/0046	The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.4m, for which the height would be 2.8m, and for which the height of the eaves would be 2.8m. 18 More Road, Godalming Mr & Mrs Bainbridge	
NMA/2015/0134	Amendment to WA/2015/0123 to provide alterations to rooflights. 63 Miltons Crescent, Godalming Mr & Mrs Radwanski	
NMA/2015/0141	Amendment to WA/2014/2178 to provide alterations to elevations. Water Tower, Knoll Road, Godalming N Skelton	
NMA/2015/0142	Amendment to WA/2015/0335 to provide additional rooflight. 34 Nursery Road, Godalming A Amesbury	
NMA/2015/0146	Amendment to WA/2014/1794 to provide alterations to elevations. 14 Appletree Close, Godalming G Turner	
NMA/2015/0149	Amendment to WA/2013/1965 to provide alterations to garage. 93 Farncombe Street, Godalming R Slot	

WAVERLEY BOROUGH COUNCIL – PLANNING DECISIONS

Godalming applications considered by Waverley Borough Council where decisions were significantly different to the observations submitted by the Town Council.

<u>Plan Ref.</u>	<u>Description</u>	<u>Town Council Observations</u>	<u>Waverley Decisions</u>
WA/2015/1336	Erection of first floor rear extension and alterations (revision of WA/2015/0625). Kosmos, 10 Wood Road, Godalming S Allgood	No objection	Refused

7. UPDATE ON THE NEIGHBOURHOOD PLAN

Neighbourhood Plan activity over the last three weeks has been connected to the distribution of the questionnaire to all households in Godalming & Farncombe and a publicity campaign to raise awareness of the questionnaire urging residents to complete and return it.

Questionnaire

The questionnaires were mailed to all residential addresses in the Town Council's area (using a distribution list supplied by Waverley Borough Council – addresses but no names) on the 16 September 2015 and started arriving on 18 September. A reply-paid envelope was included with each questionnaire.

Additional copies of the questionnaire are downloadable from the Town Council's website (home page and the Neighbourhood Plan page) as is a link to the same survey on-line (using Monkey Survey).

The published deadline for return of completed questionnaires is 16 October 2015 but all responses received by 23 October will be processed and the data included in the final report. The final report will be available at the meeting of this Committee to be held on 26 November and, its highlights will be shared with the volunteers at a social event to be held on 10 November 2015. (Completion of the full report by 10 November depends on the number of questionnaires returned – for planning and budget purposes a return rate of 20% - approx. 2,000 questionnaires – has been assumed – if it is significantly higher than this, which would be a good thing, then processing will take longer and, if necessary, involve the use of temporary staff).

All costs of the design, printing & dispatch of the questionnaire and return postage (assuming a 20% return rate) – total £7,500 – have been funded by a grant from Locality. Costs of preparation of the content of the questionnaire will be met from within the Neighbourhood Plan budget – processing costs should be contained within the existing staffing budget though if temporary staff are required this will be a charge to the Neighbourhood Plan budget.

Publicity Campaign

Banners, posters, printed media and social media have all been used to publicise the questionnaire with the emphasis being placed on the fact that it is a postal survey. An image of the distinctive envelope used to mail the questionnaire has been a consistent theme. Gratifyingly the Surrey Advertiser published details on the front page (though sadly the enlarged distinctive envelope turned out not to be so distinctive in the photograph). A "jotting" and an advert have been placed in the October edition of VantagePoint magazine to serve as a reminder to residents to return the questionnaire.

Costs of £1,380 for the publicity campaign have been met from within the Neighbourhood Plan budget

Looking Forward

A joint meeting of GTC's Neighbourhood Plan Working Group & the GOFARNP Steering Group is planned for 9 October 2015. It is also planned to explore amalgamating those two groups into one – possibly as a sub-committee of this Committee. On 15 October 2015 the Policy & Management Committee will discuss the changes to Standing Orders required to facilitate the formation of such a sub-committee with a view to Full Council adopting revised Standing Orders on 19 November 2015.

Chris Bowden from Navigus Planning will attend the volunteers' social event on 10 November 2015 and the meeting of this Committee on 26 November. He is unable to attend the joint working group/steering group meeting on 9 October 2015.

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.