

# GODALMING TOWN COUNCIL

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16 September 2016

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, 22 SEPTEMBER 2016 at 7.00 pm.

Louise P Goodfellow  
Town Clerk

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

Councillor P Martin  
Councillor Cosser  
Councillor T Martin  
Councillor Reynolds  
Councillor Noyce  
Councillor Welland  
Councillor Pinches  
Councillor Walden  
Councillor Purkiss

Councillor Gordon-Smith  
Councillor Wheatley  
Councillor A Bott  
Councillor S Bott  
Councillor Thornton  
Councillor Williams  
Councillor Gray  
Councillor Young

## AGENDA

### 1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 1 September 2016, 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. WAVERLEY LOCAL PLAN

Members to consider a final draft response to Waverley Borough Council's draft Local Plan (attached for the information of Members).

8. NEIGHBOURHOOD PLAN – CALL FOR SITES

Members will be aware that a call for sites was sent out on 1 September with a deadline of 30 September 2016. The call was for sites for infrastructure such as a new medical centre, an NHS dentist, small office space, employment land and affordable housing.

Members are asked to consider whether any of the Town Council's own land might be offered in response to the call for sites. Members to note that the decision on this matter rests with the Policy & Management Committee and ultimately with Full Council, however, the Policy & Management Committee does not meet until after the deadline for the call for sites. This Committee has authority to discharge the Council's functions relating to the local environment and infrastructure and therefore this Committee is asked to consider the matter and make recommendations to the Policy & Management Committee regarding the Town's infrastructure.

The emerging Neighbourhood Plan identifies the need for additional infrastructure within Godalming & Farncombe; these needs specifically include provision for an "extracare" facility, a new medical centre and better provision of NHS dentists. The Town Council owns allotment sites where the land might be used for the provision of the infrastructure that this community needs. Two of these sites are large enough and in a sustainable location such that a change of land use might be considered – these are the allotments at George Road (1.25 acres) and those at More Road (4 acres), the latter is significantly underused. Alternative sites for allotments have been identified.

Changing the use of allotment land is a difficult process that ultimately requires the approval of the Secretary of State. It is not a process that can be embarked upon lightly; however, at this stage all that is required is an indication from Members as to whether or not the community's need for additional infrastructure merits putting one or both of these sites forward into the call for sites and if so, a recommendation to the Policy & Management Committee to that effect.

9. UPDATE ON THE NEIGHBOURHOOD PLAN

Members to receive an update from the Chairman of the Neighbourhood Plan Ad Hoc Advisory Committee.

10. SURREY COUNTY COUNCIL PUBLIC FOOTPATH NO. 10 (GODALMING) – TEMPORARY CLOSURE ORDER 2016

Surrey County Council has issued a temporary closure order on Public Bridleway No. 10 (Godalming) which extends from its junction with Peperharow Road in a southerly direction for approximately 85 metres. In addition, another path leading to the Hell Ditch Weir (which is not a recorded public right of way) will be closed. This closure is necessary as works are to take place in the vicinity which might be of some danger to the public.

The order will be made on the 16 September 2016 and will be effective from Monday, 26 September 2016 for a period of two months, or until completion of the works if earlier. This might be extended by the Secretary of State for Transport, if necessary.

11. ITEMS FOR THE INFORMATION OF MEMBERS

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

12. DATE OF NEXT MEETING

The next meeting of the Planning & Environment Committee is scheduled to take place on Thursday, 13 October 2016 at 7.00 pm in the Council Chamber.

13. 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 &amp; NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
1. WA/2016/1650	Certificate of Lawfulness under Section 191 to establish lawfulness of hardstanding in front of property. Woodlands, 12 Charterhouse Road, Godalming P Thomas	
2. WA/2016/1677	Erection of first floor rear extension. 18 Molyneux Road, Farncombe L Eves	
3. WA/2016/1678	Display of illuminated signs (follows invalid application WA/2016/1448). Charterhouse School, Hurtmore Road, Godalming Charterhouse School	
4. WA/2016/1679	Erection of a dormer window. Highfield, 18 Hawthorn Road, Godalming J Berry	
5. WA/2016/1695	Erection of extensions and alterations. 36 Warren Road, Farncombe M C Chow	
6. WA/2016/1697	Erection of extensions and alterations. Siena, 21 Hawthorn Road, Godalming Mr & Mrs Jermys	
7. WA/2016/1715	Erection of extensions and alterations including a dormer window following demolition of existing conservatory. 187 Ockford Ridge, Godalming Mr & Mrs Hampshire	
8. WA/2016/1716	Certificate of Lawfulness under Section 192 for alterations to fenestration and elevations. Daviesites, Charterhouse, Queens Drive, Godalming E Humphreys – Charterhouse School	

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<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT &amp; NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
9. WA/2016/1721	Application for the display of non-illuminated signs. Rainbow Car Spa, Portsmouth Road, Godalming S Dragjoshi – Rainbow Car Spa	
10.WA/2016/1727	Erection of two storey rear and side extensions. 64 Ockford Ridge, Godalming G Stoa	
11.WA/2016/1729	Alterations to roof to provide habitable accommodation including a dormer window. 89 Kings Road, Farncombe A Curtis	
12.WA/2016/1735	Erection of extensions and alterations to bungalow to form a 2 storey dwelling following the demolition of an existing conservatory (revision of WA/2016/1203). 18 Hallam Road, Godalming J Willis	
13.WA/2016/1739	Erection of first floor extensions and alterations including a front dormer window following demolition of side dormer window. 14 Heathfield Close, Godalming Mr & Mrs Mackenzie	
14.WA/2016/1741	Application under Section 73 to vary Condition 6 of WA/2015/1204 (approved plan numbers) to allow alteration to design of lower ground floor. 140 High Street, Godalming J Westwood – Westwood Garguillo Partnership	
15. WA/2016/1765	Erection of 7 dwellings with access and associated works following demolition of existing dwelling and outbuildings. Stonehaven, Charterhouse Road, Godalming Mr & Mrs Comparone	
16. WA/2016/1774	Display of illuminated totem sign. The Square, 7 High Street, Godalming Cote Restaurants Ltd	

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<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT &amp; NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
17. WA/2016/1783	Certificate of Lawfulness under Section 192 for the erection of single storey rear and side extensions. Brambles, Hurtmore Road, Godalming A Farquhar	
18. WA/2016/1785	Erection of single storey rear extension. 66 Croft Road, Godalming J Richards	
19. WA/2016/1787	Erection of a singles storey extension. 20 Mary Vale, Godalming Mr & Mrs Turpin	
20. WA/2016/1799	Erection of single storey rear extension and alterations; alterations to garage to provide habitable accommodation. 55 Combe Road, Farncombe Mr & Mrs Northrup & Norris	
21. TM/2016/0138	Application for works to trees subject of tree preservation order WA192. Linden Cottage, Ashstead Lane, Godalming Mrs Elizabeth Lindsell	
22. TM/2016/0140	Application for works to trees subject of tree preservation order WA279. 122 Northbourne, Godalming Southern Housing Group	
23. TM/2016/0145	Application for works to tree subject of Tree Preservation Order GOD14. Sequoia House, 23 Shadyhanger, Godalming W Reynolds	
CA/2016/0113	Ockford Road Conservation Area Works to and removal of trees in accordance with annotated plan and photographs. Inn on the Lake, Ockford Road, Godalming Mitchells and Butlers	
DM/2016/0004	Demolition notification: GPDO Schedule 2 of Part 11. Demolition of 8 dwellings. 45-52 Ockford Ridge, Godalming Mr Mark Constable – Waverley Borough Council	

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<u>APPLICATION</u>	<u>PROPOSED DEVELOPMENT &amp; NAME OF APPLICANT</u>	<u>OBSERVATIONS</u>
DW/2016/0040	The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4m, for which the height would be 2.89m, and for which the height of the eaves would be 2.62m. 40 Cornfields, Farncombe E Parfitt	
NMA/2016/0148	Amendment to WA/2015/0417 for addition of fenestration. 50 Merrywood, Nightingale Road, Godalming K Briars	
NMA/2016/0152	Amendment to WA/2016/1185 for alterations to fenestrations. Hill Point, Mark Way, Godalming S Wilson	

## **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/2016/0790	Erection of 2 dwellings with attached car ports. Land to the Rear of 60-64 Turner Court, Ockford Road, Godalming Reside Developments Ltd	Object on the grounds of inadequate access and on the detriment to the existing occupants of Turner Court.	Full permission



7. WAVERLEY BOROUGH COUNCIL – DRAFT LOCAL PLAN

What follows is a draft of a response from Godalming Town Council to the Waverley Borough Council Draft Local Plan. This response incorporates all comments of this Committee from its meeting on 1 September 2016. A further document presenting a response in the format requested by Waverley will be tabled at the meeting.

**DRAFT RESPONSE**

**Chapter 4 - Local Plan Objectives**

Godalming Town Council has identified the following from the DLP objectives at Chapter 4 as being of particular importance to Godalming and Farncombe:

- (4) To support the development of suitable brownfield land, including a new settlement at the Dunsfold Aerodrome site subject to appropriate infrastructure and mitigation.
- (6) To support measures that promote sustainable transport including improvements to public transport and improved facilities for pedestrians and cyclists.
- (7) To maintain and protect all those areas of the Green Belt that fulfil the purposes of the designation.
- (10) To ensure that adequate provision is made for new or improved social, physical and green infrastructure to meet the needs of the increased population and additional demands arising from employment related development.
- (11) To deliver an increase in the overall stock of affordable housing and to ensure that as far as possible the type and tenure of affordable housing meets local needs identified in the Strategic Housing Market where it is viable to do so.
- (12) To support the delivery of a range of sizes and types of new homes and accommodation, including homes and accommodation to meet the needs of specific groups of the population, including older people and first-time buyers.
- (13) To safeguard existing employment accommodation and support the delivery of new and improved commercial premises, both within the main settlements and in rural areas, in order to meet flexibly the needs of a range of businesses in Waverley; in particular to accommodate the project growth in B1a/b (Offices/Research and Development) uses and the specific needs of small and medium-sized enterprises (SMEs).

The Town Council is in broad agreement with the objectives above but has some concerns, detailed in the following pages about how they can be achieved in Godalming and Farncombe. All other objectives are agreed without comment.

**Chapter 5 - Spatial Strategy**

Godalming Town Council supports the principle stated in Policy SP2 that 'non-strategic sites will be identified and allocated through Local Plan Part 2 and Neighbourhood Development Plans'. However, the Town Council would like clarity about how Waverley Borough Council (WBC) is defining a strategic site. Is the criterion simply housing numbers?

## **Chapter 6 – The Amount and Location of Housing**

Godalming Town Council notes the minimum number of 1,240 new homes allocated to this parish to accommodate in the period 2013 to 2032 and raises no objection.

## **Chapter 7 - Sustainable Transport**

Paragraph 7.9 of the DLP makes reference to the Waverley Cycling Plan Supplementary Planning Document (SPD) 2005 which identified a number of preferred cycle routes. Whilst Godalming Town Council welcomes the proposed update to this list, it feels that the DLP should provide clearer policy support for these routes and signpost the fact that Neighbourhood Plans could identify additional routes. The SPD dates from 2005 and in the intervening eleven years there has been little progress made in developing quality cycle routes in Godalming and Farncombe demonstrating that there needs to be a stronger commitment to achieving this. In the emerging Neighbourhood Plan for Godalming and Farncombe the focus for transport is on cycling and walking and, with the inevitable increase in traffic from Dunsfold as well as growth in Godalming and Farncombe, credible alternatives to the private car need to be provided.

Paragraph 7.10 of the DLP notes that measures to tackle traffic growth and address congestion hotspots and improve travel options and accessibility will be addressed through the Surrey Local Transport Plan and ‘...where appropriate, will be reflected in the Local Plan Part 2: Non-Strategic Policies and Sites.’ Godalming Town Council considers it vital that Neighbourhood Plans are also added to this because, as Policy SP2 (Spatial Strategy) notes, Neighbourhood Plans are one of the main ways that new development will be allocated. A coherent approach to such allocations should ensure that sustainable movement is addressed as well as part of the same plan. Similarly, in paragraph 7.25, commitment is made by WBC to work with Surrey County Council on improving the existing network of pedestrian and cycle routes; this should also include town and parish councils and Neighbourhood Plan groups.

Generally, therefore, Policy ST1 (Sustainable Transport) needs to make more explicit reference to the role that Neighbourhood Plans and town and parish councils should play in improving non-vehicular movement in particular. This should include particular reference in the first sentence as to who ‘key stakeholders’ include, i.e. town and parish councils and Neighbourhood Plan groups.

## **Chapter 8 – Infrastructure and Community Services**

Godalming Town Council supports Policy ICS1 with the caveat that the words “...or Neighbourhood Plans...” should be inserted at the end of the first sentence of paragraph 4, i.e. it should read, “The Council will support the development of new services and facilities where required and may safeguard land for infrastructure if identified through the Infrastructure Delivery Plan *or Neighbourhood Plans*.”

## **Chapter 9 - Affordable Housing and other Housing Needs**

Godalming Town Council wishes to see commuted sums for affordable housing focused on Godalming and Farncombe as one of the main settlements in Waverley. Policy AHN1 states that on small sites on 10 dwellings or fewer, affordable housing will be sought as commuted sums which will be used to deliver affordable housing off-site. Godalming Town Council believes it likely that much of the development in Godalming and Farncombe will be on small sites and therefore possible that our community will not see the provision of affordable housing that is needed if the commuted sums are used by Waverley Borough Council on sites it has elsewhere in the Borough that can deliver affordable housing.

Godalming Town Council finds the summary in Policy AHN3 (Housing Types and Size) overly general. The Town Council agrees with the policy as far as it goes - reflecting the findings of the West Surrey Strategic Housing Market Assessment (SHMA) and requiring the specific needs of older people, families with children and people with disabilities to be addressed. More specific requirements linked to the size of dwellings (by number of bedrooms) would be more helpful for example, 'families with children' could be seeking dwellings from anywhere between 2 and 5-beds; although the evidence in the emerging Neighbourhood Plan Godalming suggests that 3-bed homes are required for this group.

In the same way that Policy AHN1 (Affordable Housing) identifies a role for Neighbourhood Plans, Policy AHN3 would benefit from stating that Neighbourhood Plans should be able to identify alternative mixes in local areas where there is the appropriate evidence.

## **Chapter 10 - Employment and the Economy**

Godalming Town Council observes that at paragraph 10.20 the DLP notes that the Borough has lost a significant number of employment premises since the amendment to permitted development rights to allow conversion of such premises to residential use. We acknowledge that this arises from national policy and is not something that the DLP can necessarily counter but this issue is particularly pertinent to Godalming and Farncombe where 243 new dwellings are already expected as a result of this permitted development and the trend is expected to continue. It will erode the employment base and result in further windfall housing development.

Despite this problem, paragraph 10.28 states that employment development will be focused in the main settlements including Godalming. It is currently unclear where this development would be located in the town, therefore Godalming Town Council finds it rather disingenuous for the DLP to make this statement. However, the Council supports Policy EE2 (Protecting Existing Employment Sites) for its intention to protect, as far as it can, the existing employment base in the borough.

## **Chapter 11 - Town Centres and Shopping**

Godalming Town Council supports Policies TCS1 (Town Centres) and TCS2 (Local Centres).

## **Chapter 12 - Leisure, Recreation and Sport**

Godalming Town Council is concerned by the statement in Paragraph 12.13 that 'Detailed criteria for designating Local Green Spaces through local and neighbourhood plans will be provided as part of the Local Plan Part 2.' A Local Green Space designation affords the same level of protection as green belt. Whilst guidance on the criteria for being able to designate Local Green Spaces is generally helpful, this is already provided in the National Planning Policy Framework and Planning Practice Guidance. To suggest that any criteria as interpreted by Waverley Borough Council should be enshrined in policy is of concern.

The Town Council notes the observation in Paragraph 12.18 that Godalming is one of the places in Waverley borough that has a below-average level of equipped play provision and informal play space. This has been noted and will be picked up through the emerging Neighbourhood Plan.

Policy LRC1 (Leisure, Recreation and Cultural Facilities) states that the loss of existing facilities is acceptable subject to a series of criteria. One of these relates to alternative provision and ensuring this is of a suitable scale and type. Godalming Town Council recommends that added to this is the requirement for any re-provision 'to be in a location that is accessible to the community it serves'.

## **Chapter 13 – Rural Environment**

Godalming Town Council supports Policy RE3 (Landscape Character) with the caveat that the Council seeks early warning if the boundary of the Godalming Hillsides is likely to change.

The Town Council objects to the DLP recommendation of the removal of two pieces of land from the green belt around Godalming

- at land south-east of Binscombe (Paragraph 13.12); and
- land between Aaron's Hill and Halfway Lane (Paragraphs 13.13 to 13.15).

The Town Council is specifically concerned that these two pieces of green belt land should not be designated for housing. Any development on these sites should be considered as an exception to policy – and their use to meet the community's infrastructure needs such as a new medical centre or 'extracare' facility would be viewed more positively.

The Town Council further notes a particular issue for the Aaron's Hill/Halfway Lane land in that there is no defensible boundary, e.g. a road, river or other physical boundary at that site.

## **Chapter 14 – Townscape and Design**

Godalming Town Council supports Policy TD1 (Townscape and Design) and the role of Neighbourhood Plans in helping deliver it.

## **Chapter 15 – Heritage Assets**

Godalming Town Council supports Policy HA1 (Protection of Heritage Assets) and the role of Neighbourhood Plans in helping deliver it.

## **Chapter 17 – Climate Change and Flood Risk Management**

Godalming Town Council wholeheartedly supports Policy CC4 (Flood Risk Management).

## **Chapter 18 – Strategic Sites**

### **Policy SS7 – New settlement at Dunsfold Aerodrome**

Godalming Town Council supports the principle of significant development at Dunsfold. However, the principal concern with the Dunsfold policy is the lack of certainty that a proper and full evidence base has been assembled which demonstrates that this scale of development can be delivered along with the supporting infrastructure and in a way that does not have significant adverse impacts on neighbouring areas including Godalming and Farncombe.

There is a clear need for Waverley Borough Council to publish a strategic assessment of the impact of the Dunsfold proposals on Godalming and surrounding villages. The impact of the proposal on traffic and parking in Godalming and Farncombe is a specific concern.

Godalming Town Council believes that at 2,600 homes the proposal in the DLP for Dunsfold Park is the worst possible scenario. A strategic housing target of 7,000 to 8,000 homes in Dunsfold should be adopted, this settlement size is large enough to support a secondary school and would also attract the other major services that residents require, thereby drastically reducing the need for its residents to have to travel around Waverley. Indeed the prospective gain is in fact much greater than this, because the existing residents of Dunsfold, Alfold and Chiddingfold and intervening parishes such as Hambledon and Hascombe would then have an alternative main settlement focus with shorter journeys than at present, when currently a trip into Godalming or Cranleigh is necessary. This would offer the prospect of

actually reducing journeys on key roads such as the B2130, as well as alleviating some of the town centre congestion in Godalming and Cranleigh

A strategic housing target of 7,000 to 8,000 homes in Dunsfold would remove the need to allocate any green belt sites in Godalming and its neighbouring parishes of Busbridge, Hambledon, Hascombe, Peperharow and Witley.

**Policy SS8 – Strategic Mixed Use Site at Woodside Park**

Given the lack of previous dialogue about this site Godalming Town Council is surprised by the inclusion of Woodside Park as a strategic site.

We would understand the definition of a strategic site, as being a site that is 'important to delivering the strategic objectives of the plan'. We find the justification for the strategic role of this site to be unclear and would wish for clarification.

**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.