

GODALMING TOWN COUNCIL

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28 May 2021

I HEREBY SUMMON YOU to attend the **ENVIRONMENT & PLANNING COMMITTEE** Meeting to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 3 JUNE 2021 at 6.30pm.

Andy Jeffery
Town Clerk

Due to Covid guidance on limits of the number of people within the Council Chamber the public gallery will not be open for general access, however, residents may view proceedings via the Town Council's Facebook page or if wishing to speak, residents will be able to join the meeting via Zoom.

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

If you wish to watch the council meeting's proceedings, please go to Godalming Town Council's [Facebook](#) page, alternatively please contact office@godalming-tc.gov.uk by 5.00pm on 3 June 2021 for alternative options.

Committee Members:

Councillor Crooks – Chair
Councillor Heagin – Vice Chair

Councillor Adam
Councillor Boyle
Councillor Duce
Councillor Follows
Councillor Martin
Councillor Purvis
Councillor PS Rivers
Councillor Williams

Councillor Ashworth
Councillor Cosser
Councillor Faraday
Councillor Hullah
Councillor Neill
Councillor PMA Rivers
Councillor Rosoman
Councillor Stubbs

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 20 May 2021, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. 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.

Councillor Follows
Councillor Heagin
Councillor Martin
Councillor PS Rivers
Councillor Rosoman
Councillor Williams

In accordance with Minute 401-19, Cllr Cosser has declared that, in order to avoid a personal conflict of interest, he will not take part in debates or votes on planning matters at meetings of this committee.

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

5. QUESTIONS BY MEMBERS

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

6. TELEPHONE KIOSK ADOPTION – ITEM FOR DECISION

At the meeting of the Policy & Management Committee of 23 January 2020 Members resolved to agree to support the adoption of telephone kiosks for community use and identified the following kiosks to be adopted (Min No 357-20 refers):

- Spring Grove, Farncombe
- Charterhouse Arms, Charterhouse

Members noted that upon adoption, the cost of maintaining the kiosks would be the responsibility of the Council. Members noted that funding for initial refurbishment would be allocated from the Emerging Projects Fund, with future maintenance and upkeep costs being added to the Land & Other Property budget.

Unfortunately the adoption process stalled throughout 2020 and the early part of 2021. However Officers have now re-established the process with British Telecom and should shortly be finalising contracts.

The next stage in the process will involve determining future use, identifying 'managers or custodians' and applying for change of use. In regards to the Charterhouse Arms kiosk, a prospective use as a 'Book Swap Library' has been identified, along with a potential 'manager/custodian'. Regarding the Spring Grove kiosk, when initial contact was made with BT the Council was informed that a local community group had applied to adopt it. That application is no longer being considered therefore in accordance with Min No 357-20, the

contract with BT will now also include that kiosk. At present no options for use of the Spring Grove kiosk have been identified.

It is recommended that:

Members resolve to authorise the Town Clerk, in consultation with the Binscombe Ward Members to approve any future use of the Spring Grove kiosk and likewise Charthouse Ward Members for the future use of the Charterhouse Arms kiosk. Additionally, once appropriate uses have been identified Members are requested to resolve that the Town Clerk be authorised to apply for any required change of use and arrange any required alterations and/or refurbishment.

Members will also wish to note that they had expressed a desire for the K6 red telephone kiosk in Crown Court, which was not subject to the consultation process used for the kiosks identified above, to be refurbished. Unfortunately, this will no longer be feasible as BT has removed the Kiosk.

7. PLANNING APPLICATIONS - CONSULTATION

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

8. COMMUNICATIONS ARISING FROM THIS MEETING

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

9. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 24 June 2021 at 6.30pm.

10. ANNOUNCEMENTS

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

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ENVIRONMENT & PLANNING - SCHEDULE OF PLANNING APPLICATIONS – 12 MAY 2021–24 MAY 2021

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 21/18				
WA/2021/01137	Godalming Binscombe Ward	Erection of single storey rear extension (revision of WA/2020/1018).	69 Oak Mead, Farncombe GU7 3RQ	
WA/2021/0328	Godalming Central and Ockford Ward	Outline application with all matters reserved for a 67 unit retirement scheme (including 30% affordable). (amended description)	Westbrook Mills, Borough Road, Godalming GU7 2AZ	
WA/2021/01140	Godalming Central and Ockford Ward	Certificate of Lawfulness Section 192 for erection of double bay garage following demolition of existing garage and alterations to elevations.	32 Upper Queen Street, Godalming GU7 1DQ	
PRA/2021/01125	Godalming Farncombe and Catteshall Ward	Prior Notification Application G.P.D.O. Schedule 2, Part 3, Class O - Change of use from Use Class B1a (offices) to Use Class C3 (residential) use to provide 3 dwellings.	Blue Graphics Ltd Lammas Gate 84 Meadow Godalming GU7 3HT	
WBC Weekly List 21/19				
WA/2021/01202	Godalming Binscombe Ward	Erection of extensions and alterations to elevations.	33 Loseley Road, Farncombe GU7 3RE	
WA/2021/01150	Godalming Binscombe Ward	Erection of a two storey side and rear extension following demolition of single storey side utility/store and erection of a single storey porch addition to the front of the property.	26 Spring Grove Farncombe Godalming GU7 3SS	
NMA/2021/01168	Godalming Binscombe Ward	Amendment to WA/2021/0035 to add a window on the ground floor in the garage.	20 Long Gore Farncombe Godalming GU7 3TE	
NMA/2021/01143	Godalming Binscombe Ward	Amendment to WA/2020/1068 to replace existing French doors with a window and to change the colour of the bi-fold doors.	22 Long Gore, Farncombe GU7 3TE	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
HRA/2021/01145	Godalming Central and Ockford Ward	Application under Regulation 77 of The Conservation of Habitats and Species Regulations 2017 for assessment of the proposal's effect on the integrity of the Special Protection site. The application relates to Prior notification application G.P.D.O. Part 3 class o - change of use of third floors of buildings 1 and 2 from use class b1a (office) to use class c3 (residential) use to provide 29 dwellings approved under CR/2018/0017.	Westbrook Mills, Borough Road, Godalming GU7 2AZ	
WA/2021/01160	Godalming Central and Ockford Ward	Erection of single storey extension following demolition of existing together with associated works.	21 Grove Road, Godalming GU7 1RE	
WA/2021/01159	Godalming Charterhouse Ward	Erection of extension and alterations to elevations.	Littlefield, Mark Way, Godalming GU7 2BD	
WA/2021/01196	Godalming Charterhouse Ward	Erection of extension and alterations (revision of WA/2020/1834).	56 Old Station Way Godalming GU7 3HA	
TM/2021/01156	Godalming Holloway Ward	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 42/99	26 The Paddock Godalming GU7 1XD	
WA/2021/01146	Godalming Holloway Ward	Erection of a rear single story conservatory	Uplands, Grosvenor Road, Godalming GU7 1NZ	

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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.