

## GODALMING TOWN COUNCIL

Tel: 01483 523575  
E-Mail: [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)  
Website: [www.godalming-tc.gov.uk](http://www.godalming-tc.gov.uk)

107-109 High Street  
Godalming  
Surrey  
GU7 1AQ

20 May 2022

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, 26 MAY 2022 at 6.30pm.

Andy Jeffery  
Town Clerk

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

**Where possible proceedings will be live streamed via the Town Council's Facebook page.** If you wish to watch the council meeting's proceedings, please go to Godalming Town Council's [Facebook](#) page.

### Committee Members:

|                      |                       |
|----------------------|-----------------------|
| Councillor Adam      | Councillor Ashworth   |
| Councillor Boyle     | Councillor Cosser     |
| Councillor Crooks    | Councillor Duce       |
| Councillor Follows   | Councillor Heagin     |
| Councillor Hullah    | Councillor Martin     |
| Councillor Neill     | Councillor PMA Rivers |
| Councillor PS Rivers | Councillor Steel      |
| Councillor Stubbs    | Councillor Weightman  |
| Councillor Williams  |                       |

## AGENDA

### 1. ELECTION OF CHAIR

To receive nominations for the Chair of the Committee and to elect said Chair.

### 2. ELECTION OF A VICE-CHAIR

To receive nominations for the Vice-Chair of the Committee and to elect said Vice-Chair.

### 3. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 21 April 2022, a copy of which has been circulated previously.

### 4. APOLOGIES FOR ABSENCE

5. 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 Min No 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.

6. 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 principal councils or other authorities, the person making representations will be informed of the appropriate contact details.

7. QUESTIONS BY MEMBERS

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

8. PRIMARY RETAIL AREA INFRASTRUCTURE TRANSPORT SCHEME – ITEM FOR DECISION

**Recommendation: Members to resolve to agree that Officers seek proposals and costings from appropriate consultants to meet the aims of the Motion on Notice recorded at Min No 479-21 and prepare a funding report for Members' consideration.**

On 10 March 2022, Members resolved to pass a Motion on Notice that, in short, sought to:

- Create a 20mph zone within the Godalming Primary Shopping Area.
- Create a partial Prohibition of Entry into Godalming High Street.
- Create designated loading and unloading bay(s) and Blue Badge Holder disabled bays within Godalming town centre.
- Allow for contra-flow cycling along the length of Godalming High Street and the provision of appropriate information signage.
- Allow for contra-flow cycling along the length of Bridge Street and the provision of appropriate signage.

- Allow for contra-flow cycling along the length of Church Street and the provision of appropriate signage.
- The painting of double yellow lines with provision for loading by way of kerb marking yellow lines on the south side of Godalming High Street between its junction with Wharf Street and Queen Street.
- The painting of double yellow lines with provision for loading by way of kerb markings in the layby on the north side of High Street outside No 6.

In pursuant of the Motion (Min No 479-21 refers) the Town Clerk contacted SCC who responded on 5 May 2022 with the following information:

*“Local Committee no longer makes decisions on Highways.*

*The Highways team receive many requests from Parish and Town Councils, and if these are supported by the County Member they will try to assist in delivery if they are funding the project. This is similar to their approach to CIL funded projects.*

*The best way for a Parish or Town Council to raise a request for a new ITS scheme is to send the request to [@Highways/EAI/SCC](#). They would then contact the County Councillor to see if the request is one of their local priorities to be considered. They will also coordinate/collaborate with colleagues who are working on other schemes in a locality, including Placemaking/Major Projects etc.*

*The process for making requests for ITS schemes through [@Highways/EAI/SCC](#) has not changed. The change going forward for 23/24 FY is that the County Councillor could choose to prioritise that request over others within their division and, after wider engagement with the community, have a technical appraisal carried out. They can support with a Highway Engagement Meeting if that is useful for the County Councillor to determine their local priorities.*

*If the request is deliverable, then the County Councillor could put that scheme forward for consideration and prioritisation for funding from the Countywide ITS budget for 23/24 FY. Since the Cabinet decision on 22 February, the ITS Forward Programmes are not agreed by the Local/Joint Committee. Also, there will be a new streamlined TRO process from 1 April so decisions on TROs for speed limits etc will then not go through the Local/Joint committees. The Road Safety / Speed limits team should be contacted regarding TROs.*

*Community support, including from hard-to-reach groups, and links to Greener Futures are likely to have a significant influence on the new prioritisation process for ITS schemes.”*

Whilst the Motion on Notice of 10 March 2022 provided an aspiration and indicated where similar schemes had been implemented, from the information provided by SCC proposals for the Godalming Primary Retail Area such as speed restrictions, traffic prohibition orders, parking restrictions and designated areas, require evidence of community support, including from hard-to-reach groups and links to Greener Futures.

Whilst Godalming Town Council had asked SCC to undertake consultation to achieve the aims of the Motion, the reality is that to enable GTC to submit a viable proposal for consideration by SCC, additional work will first need to be undertaken to be able to provide the detail required to form a basis for public consultation with residents, businesses, and community groups within the area.

If Members wish to progress the Motion of 10 March, they are asked to consider appointing suitably qualified and experienced consultants to consider the outline proposals, report on their feasibility and desirability and, following further approval by Members, support future public consultation in preparation for a submission to SCC.

At this stage, Members are asked whether Officers should continue to pursue the aim of the Motion, seek proposals and costings from appropriate consultants and prepare funding options for their engagement and any subsequent public consultation.

9. PLANNING APPLICATIONS - CONSULTATION

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

10. WAVERLEY AFFORDABLE HOMES DELIVERY STRATEGY – ITEM FOR DECISION

**Recommendation: Members to resolve to agree that the Town Clerk and Cllr Boyle, meet with WBC officers to determine how GTC might be able to support the delivery of affordable homes, reporting back to this committee as appropriate.**

Members will wish to know that the [Waverley Affordable Homes Delivery Strategy](#) as reported to this committee on 10 March (Min No 480-21 refers) was revised following consultation and adopted on 26 April by the Full Council of Waverley Borough.

As previously stated, Waverley believes that town and parish councils are key partners in delivering the action plan and are committed to improving the way we work in partnership with local councils. As part of this process, it is proposed that the Town Clerk and Cllr Boyle, as the Member named on the [Godalming Town Council Programme 2019-2023](#) document as the lead for “Supporting Waverley Borough Council in improving the provision of affordable housing” meet with WBC officers to determine how GTC might be able to support the delivery of affordable homes.

11. COMMUNICATIONS ARISING FROM THIS MEETING

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

12. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 9 June 2022 at 6.30pm.

13. ANNOUNCEMENTS

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

**GODALMING TOWN COUNCIL**  
**ENVIRONMENT & PLANNING - SCHEDULE OF PLANNING APPLICATIONS – 12 APRIL TO 16 MAY 2022**

| <u>Ref</u>                   | <u>Ward</u>                   | <u>Proposal</u>  | <u>Site Address</u>  | <u>GTC Observations</u> |
|------------------------------|-------------------------------|--|--|-------------------------|
| <b>WBC Weekly List 22/16</b> |                               |  |  |                         |
| WA/2022/01185                | Godalming Central and Ockford | Display of non-illuminated signage including 1 projecting sign, 1 house name letters, 1 menu case, 1 lantern, 1 logo sign and installation of 4 floodlights, 6 lanterns and 4 globe lights.                            | The Kings Arms Royal Hotel<br>22-26 High Street<br>Godalming GU7 1EB |                         |
| WA/2022/01186                | Godalming Central and Ockford | Listed Building Consent for external refurbishment with installation of 1 projecting sign, 1 house name letters, 1 menu case, 1 lantern, 1 logo sign and installation of 4 floodlights, 6 lanterns and 4 globe lights. | The Kings Arms Royal Hotel<br>22-26 High Street<br>Godalming GU7 1EB |                         |
| WA/2022/01191                | Godalming Central and Ockford | Erection of a block of 12 flats together with associated parking and bin store.  | Woodside Park<br>Catteshall Lane<br>Godalming GU7 1LG                |                         |
| WA/2022/01190                | Godalming Central and Ockford | Erection of a detached outbuilding to provide storage/home studio/study following demolition of existing detached garage.  | 66 Croft Road<br>Godalming GU7 1DD                                   |                         |
| TM/2022/01165                | Godalming Charterhouse        | APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 07/07  | Mark End, Mark Way,<br>Godalming GU7 2BE                             |                         |
| TM/2022/01167                | Godalming Charterhouse        | APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 33/06   | Hurstbridge, Knoll Road, Godalming<br>GU7 2EL                        |                         |
| WA/2022/01164                | Godalming Holloway            | Erection of extensions and alterations.  | 11 Park Road<br>Godalming GU7 1SQ                                    |                         |
| TM/2022/01187                | Godalming Holloway            | APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 43/99   | Land South of Montee, Croft Road, Godalming<br>GU7 1BS               |                         |

| <u>Ref</u>                   | <u>Ward</u>                        | <u>Proposal</u>  | <u>Site Address</u>                                    | <u>GTC Observations</u> |
|------------------------------|------------------------------------|--|--|-------------------------|
| <b>WBC Weekly List 22/17</b> |                                    |  |  |                         |
| WA/2022/01207                | Godalming Farncombe and Catteshall | Erection of a conservatory.  | 30 Alderbank Drive<br>Godalming GU7 1GB                |                         |
| NMA/2022/01212               | Godalming Farncombe and Catteshall | Amendment to WA/2021/01798 for reducing the footprint slightly of the rear extension.  | The Godalming Arms,<br>1 Meadow<br>Godalming GU7 3HJ   |                         |
| WA/2022/01243                | Godalming Farncombe and Catteshall | Replacement roof tiles.  | 9 Meadow<br>Godalming GU7 3HJ                          |                         |
| WA/2022/01244                | Godalming Farncombe and Catteshall | Listed Building consent for replacement roof tiles.  | 9 Meadow<br>Godalming GU7 3HJ                          |                         |
| TM/2022/01202                | Godalming Holloway                 | APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 07/03   | Rellen House<br>20 Busbridge Lane<br>Godalming GU7 1PU |                         |
| TM/2022/01224                | Godalming Holloway                 | APPLICATION FOR WORKS TO TREES SUBJECT TO TREE PRESERVATION ORDER GOD 16A  | Woodside, The Drive<br>Godalming GU7 1PH               |                         |
| TM/2022/01229                | Godalming Holloway                 | APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 42/99   | Rustington<br>15 Crownpits Lane<br>Godalming GU7 1NY   |                         |
| <b>WBC Weekly List 22/18</b> |                                    |  |  |                         |
| NMA/2022/01262               | Godalming Binscombe                | Amendment to WA/2021/0035 Changing the window to garage in previous Non Material Amendment (NMA/2021/01168) into a door and changing the garage door in planning application WA/2021/0035 into a window. Converting the garage into a front room and store room. | 20 Long Gore,<br>Farncombe GU7 3TE                     |                         |
| WA/2022/01272                | Godalming Central and Ockford      | Erection of a first floor extension and alterations.   | 5 South Street<br>Godalming GU7 1BF                    |                         |

| <u>Ref</u>                   | <u>Ward</u>                   | <u>Proposal</u>  | <u>Site Address</u>                              | <u>GTC Observations</u> |
|------------------------------|-------------------------------|--|--|-------------------------|
| WA/2022/01269                | Godalming Charterhouse        | Erection of detached garage and log store following demolition of existing detached garage.  | Penhaliday<br>Hurtmore Road<br>Godalming GU7 2RB |                         |
| WA/2022/01256                | Godalming Holloway            | Erection of extensions and alterations to existing conservatory and garage.  | 6 Mary Vale<br>Godalming GU7 1SW                 |                         |
| <b>WBC Weekly List 22/19</b> |                               |  |  |                         |
| WA/2022/01289                | Godalming Central and Ockford | Erection of single storey extension and alterations to attached garage to provide additional habitable accommodation.  | 37 Coopers Rise<br>Godalming GU7 2NH             |                         |
| WA/2022/01300                | Godalming Central and Ockford | Erection of single storey extension and alterations.   | 9 Bargate Rise<br>Godalming GU7 2LR              |                         |
| TM/2022/01279                | Godalming Holloway            | APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 42/99   | 17 The Paddock<br>Godalming GU7 1XD              |                         |
| <b>WBC Weekly List 22/20</b> |                               |  |  |                         |
| WA/2022/01323                | Godalming Binscombe           | Erection of extensions and alterations.  | 77 Long Gore<br>Farncombe<br>Godalming GU7 3TW   |                         |
| WA/2022/01340                | Godalming Binscombe           | Erection of a single storey rear extension following demolition of existing extension.   | Bywoner<br>110 Binscombe<br>Godalming GU7 3QJ    |                         |
| NMA/2022/01324               | Godalming Central and Ockford | WA/2021/02643 Marginal reduction in the size of the apertures to the front dormer windows; 2. Simplification of fenestration in the rear dormer window; and 3. Changes to the finish of both the front and rear dormer windows to incorporate grey aluminium cladding, roof and flashings Design lead requirements | 2 Bircholt Grove<br>Godalming GU7 1GD            |                         |
| WA/2022/01339                | Godalming Charterhouse        | Erection of extensions.  | 6 Davies Close<br>Godalming GU7 2HW              |                         |

| <b><u>Ref</u></b> | <b><u>Ward</u></b>                 | <b><u>Proposal</u></b>   | <b><u>Site Address</u></b>              | <b><u>GTC Observations</u></b> |
|-------------------|------------------------------------|--|---|--------------------------------|
| WA/2022/01338     | Godalming Charterhouse             | Erection of new bin shed together with extensions and alterations to two existing bin sheds with associated works. | 1 Chapel Fields<br>Godalming GU7 2BS    |                                |
| WA/2022/01363     | Godalming Farncombe and Catteshall | Alterations to attached garage to provide additional habitable accommodation.                                      | 48 Alderbank Drive<br>Godalming GU7 1GB |                                |
| TM/2022/01352     | Godalming Farncombe and Catteshall | APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 26/02  | 17 Streeters Close<br>Godalming GU7 1YY |                                |



## GODALMING TOWN COUNCIL

Disclosure by a Member<sup>1</sup> of a disclosable pecuniary interest or other registerable interest (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 registerable interest (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 Interests | Other Registerable Interests<br>(Non-Pecuniary Interests) | Reason |
|------------|---------|---------------------------------|---|--------|
|            |         |                                 |   |        |
|            |         |                                 |   |        |
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|            |         |                                 |   |        |

**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 registerable interest (non-pecuniary interest) is defined by Section 9 of the Godalming Members' Code of Conduct.