

GODALMING TOWN COUNCIL

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Godalming
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GU7 1AQ

18 November 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, 24 NOVEMBER 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

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 Crooks – Chair
Councillor Heagin – Vice Chair

Councillor Adam	Councillor Ashworth
Councillor Boyle	Councillor Cosser
Councillor Duce	Councillor Follows
Councillor Hullah	Councillor Kiehl
Councillor Martin	Councillor Neill
Councillor PMA Rivers	Councillor PS Rivers
Councillor Steel	Councillor Stubbs
Councillor Weightman	Councillor Williams

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 3 November 2022, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE 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 Cosser
Councillor Follows
Councillor Heagin
Councillor Martin
Councillor PMA Rivers

Councillor PS Rivers
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.

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 Chair of the meeting;
- a question shall not require a response at the meeting nor start a debate on the question. The Chair 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.

5. QUESTIONS BY MEMBERS

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

6. LOCAL CYCLING & WALKING INFRASTRUCTURE PLAN (LCWIP) – UPDATE FROM SCC – PRESENTATION

Members to receive an update on the Waverley LCWIP from SCC Officers.

7. BINSCOMBE AFFORDABLE HOUSING PROPOSAL – PRESENTATION

Members to receive a presentation from Rob Symons & Jonathan Walton from Opus Works.

Members should note that whilst views and opinions may be expressed as part of an early engagement process, Opus Works has been informed that whilst GTC welcomes early engagement on important developments, it does so without prejudice to any future considerations of formally submitted planning applications.

8. REQUEST FOR INCREASED NEIGHBOURHOOD CIL FUNDING FOR BUSBRIDGE JUNIOR SCHOOL MUGA PROJECT – ITEM FOR DECISION

Recommendation: Members to consider a letter (attached for the information of Members) from Busbridge Junior School, and if minded to support the request, are to resolve to agree a recommendation for consideration by Full Council.

Members will be aware as stated in the attached letter, that the Council has awarded £60,000 of Neighbourhood CIL funds to Busbridge Junior School for the provision of a Multi-Use Games Area. Subsequent to the original request, Members have agreed an extension for the start date of the project to ensure that the original Neighbourhood CIL award remained extant until December 2023.

Members will be aware that para 17 of the terms and conditions for CIL funding indicates that “There will be no obligation on the Council to increase its offer in the event of cost increases on eligible work. Any additional funding will be at the discretion of the Council and will only be considered in exceptional circumstances.”

It is for Members to determine what constitutes exceptional circumstances.

The Neighbourhood CIL fund currently stands at £241,522, of which £60,000 has been allocated to Busbridge Junior School and £23,000 to Godalming Junior School, leaving an uncommitted balance of £158,022. Members will also be aware of an application from Broadwater School deferred from 3 November to be considered on 12 January 2023 seeking funding of £69,400, whilst still to be considered, if it were to be approved the available balance currently held by GTC would be £88,622.

Although not yet received by GTC, a CIL demand was sent in October by WBC in respect of WA/2020/0682 (Westbrook Mill) of which £220,979 is due as Neighbourhood CIL and a CIL demand against WA/200/2123 (former Mole site) is due to be issued on 22 January 2023, of which an initial £101,956 should be allocated to Neighbourhood CIL. Collected funds are transferred to GTC every 6 months with the next transfer due at the end of March 2023.

9. PLANNING APPLICATIONS - CONSULTATION

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

10. COMMUNICATIONS ARISING FROM THIS MEETING

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

11. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 15 December 2022 at 6.30pm.

12. ANNOUNCEMENTS

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



Headteacher
Mr Richard Catchpole BSc (Hons) PGCE NPQH

Email: admin@busbridge-junior.surrey.sch.uk
Website: www.busbridge-junior.surrey.sch.uk

15th November 2022

Dear Members of the Environment and Planning Committee of Godalming Town Council,

Re: Request for increased Neighbourhood CIL funding for Busbridge Junior School MUGA project

Following your kind and generous agreement to provide £60,000 of funding for this project, we are writing to you today to ask for your consideration to increase the funding offered by a further £60,000 to a total of £120,000.

We have detailed below the reasons for this request resulting from increased costs within the project. We consider many of these to be due to exceptional circumstances regarding the project, as well as economic circumstances that have changed since we made our original request.

Total project costs:

Our original fundraising target was £95,000. Through changing to a one phase rather than a two phase project, and by engaging suppliers in more detailed discussions about what we aim to achieve and by when, our funding goal has had to increase. We are now looking to raise in the region of £160,000. This increase is due to several factors, including:

Change factor	Estimated cost
<p>1. MUGA location change The location of the MUGA has moved from the centre of the field to one corner to enable more of the natural field to continue to be utilised for football and athletics. The new site has a steeper gradient requiring more groundworks to be undertaken.</p>	£2,000
<p>2. Addition of fence surround This will now be included from the get-go. It is considered essential to avoid contamination of the artificial surface and facilitate the games being played on the MUGA and furthermore will increase the lifespan of the facility. As a result, we must apply for planning permission with all its associated costs for reports, surveys and the application itself.</p>	£25,000 £5,000
<p>3. VAT cost for the project We initially believed that we would not have to pay VAT on the project. Unfortunately, after clarification from our advisors at Surrey CC, it appears unavoidable. Although we will continue to investigate tax reduction opportunities that may become available.</p>	£25,000
<p>4. Rising material and labour costs These have risen significantly since our original request for funding in Oct 2021 and continue to rise in high double-digit percentages.</p>	£15,000
<p>5. Appointment of Sports Pitch Consultant Given the complexity and revised value of the project, we consider it prudent to appoint a consultant to oversee the tender process and build of the MUGA.</p>	£3,000



We will be going to tender on the project in early December, after which we will have a much clearer understanding of the anticipated final price. (An estimated breakdown of all the costs can be provided on request.) The school has reviewed the project and the costs very seriously, as this is a considerable sum to raise and spend. We feel that to do the project cheaper (for example, by not installing a fence) would result in a MUGA that will be less useful for both school and community and will result in higher maintenance costs.

Fundraising activities:

We have so far raised an incredible £85,000 towards the MUGA. Godalming Town Council (yourselves) have provided a grant of £60,000, with fundraising by parents, children and friends of the school adding another £25,000. This is a real achievement in a relatively short space of time. Clearly the generosity of the GTC has contributed the lion's share of this fundraising.

We have a pipeline of further fundraising activity, aside of our latest request to you, that we continue to pursue to reach our new target. These include, but are not limited to the following:

Source Funding	Amount raised	Amount rqstd/sought	Pipeline Total	Target date
'21/22 PTA Activities	£25,000		£25,000	Received
Godalming TC N'hood CIL	£60,000		£60,000	Received
'22/23 PTA Activities ongoing		£15,000	£15,000	Ongoing
Godalming TC N'hood CIL		£60,000	£60,000	Dec '22
Your Fund Surrey		£30,000	£30,000	Mar '23
Waverley BC Strategic CIL Funding		£60,000	£60,000	Apr '23
Smaller grants & local business donations		£15,000	£15,000	Ongoing
Total	£85,000	£120,000	£205,000	

As you will see from the above, the point at which several of the funding sources will confirm the allocation of grants is quite late for us if we are to be confident of starting the project in early summer 2023. Equally, if we achieve all the target amounts in our pipeline, we will have raised significantly more than what is required to undertake the project. With that in mind, we would welcome the committee considering a further contribution which is dependent on the outcome of the other grants we are seeking.

Other achievements:

For information, as a further update to the project status, below is a list of some of the other key activities we have undertaken in relation to this project:

- A pre-planning application has been submitted to Waverley Borough Council.
- We have appointed a sports pitch consultant to oversee the delivery of all site surveys, the contractor tender process and subsequent build.
- Topographical and Geotechnical surveys have been undertaken on the site.
- We have requested permission to build the MUGA from Surrey County Council as they are the land owner of the playing field.
- We have reached out to all the sports clubs we previously approached to update them on the status of the project and ask them to re-affirm or strengthen their commitment to use the MUGA.
- We have approached Waverley Borough Leisure team and Sport Godalming to identify more local community sports clubs to contact regarding community use of the facility. This has resulted in several new conversations with potential users.
- We have prepared a timetable for community use to share with local sports clubs.



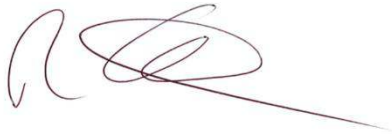
- We have prepared a revenue model for ongoing maintenance and replacement of the MUGA surface in time.

We would like to thank you in advance for your consideration of this request and trust that it will meet with your approval.

We would be more than happy to attend a meeting with the committee to answer any further questions you may have in relation to this letter or the project in general.

We look forward to hearing from you on the outcome of our request.

Yours sincerely



Richard Catchpole
Headteacher
Busbridge C of E Aided Junior School



GODALMING TOWN COUNCIL

ENVIRONMENT & PLANNING - SCHEDULE OF PLANNING APPLICATIONS – 31 OCTOBER TO 14 NOVEMBER 2022

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 22/44				
WA/2022/02699	Godalming Central and Ockford	Erection of extensions and alterations with associated works following demolition of garage and outbuildings.	26 Primrose Ridge Godalming GU7 2NY	
WA/2022/02714	Godalming Central and Ockford	Erection of a single storey extension and alterations including replacement decking following demolition of existing rear structure.	Little Russet Westbrook Road Godalming GU7 2QH	
TM/2022/02685	Godalming Central and Ockford	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 10/13	Caesars Place Ockford Road Godalming GU7 1QW	
WA/2022/02700	Godalming Central and Ockford	Erection of a two storey extension and alterations following demolition of existing outbuilding.	19 Holly Lane Godalming GU7 2LP	
NMA/2022/02711	Godalming Central and Ockford	Amendment to WA/2018/1239 for minor changes to the design of plots 161-164 and to join dormers on front elevation.	Land between New Way and Aarons Hill, Godalming	
WA/2022/02724	Godalming Holloway	Certificate of Lawfulness under Section 192 for the erection of an outbuilding following demolition of existing outbuilding.	24 Chestnut Way Godalming GU7 1TS	
CA/2022/02722		OCKFORD ROAD CONSERVATION AREA REMOVAL OF TREES	Lakeside Dental Practice, 1 Shackstead Lane, Godalming GU7 1RL	
WBC Weekly List 22/45				
WA/2022/02735	Godalming Central and Ockford	Installation of external acoustic louvres on the south-west and north-east elevations	B T Plc Telephone Exchange Ockford Road Godalming GU7 1QY	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WA/2022/02752	Godalming Charterhouse	Erection of single storey extension and alterations.	Hunters End Marshall Road Godalming GU7 3AS	
WA/2022/02739	Godalming Holloway	Erection of extensions and alterations with associated works following demolition of existing conservatory.	Blake House Greenhill Close Godalming GU7 1SD	
WBC Weekly List 22/46				
WA/2022/02794	Godalming Charterhouse	Certificate of lawfulness under Section 192 for extension and alterations to roof.	45 Peperharow Road Godalming GU7 2PL	
WA/2022/02806	Godalming Farncombe and Catteshall	Erection of a single storey extension and alterations to existing garage to provide habitable accommodation following demolition of existing extension.	Weyside St Annes Road Godalming GU7 1LP	
WA/2022/02793	Godalming Holloway	Alterations to roof to provide additional habitable accommodation including dormer extensions and installation of rooflights.	132 Busbridge Lane Godalming GU7 1QJ	

GODALMING TOWN COUNCIL

Disclosure by a Member¹ 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]² [a registerable interest (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 Interests	Other Registerable Interests (Non-Pecuniary Interests)	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 registerable interest (non-pecuniary interest) is defined by Section 9 of the Godalming Members' Code of Conduct.