

## 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

19 May 2023

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, 25 MAY 2023 at 6.30pm.

*Andy Jeffery*

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:                   – Chair  
  – Vice Chair

Councillor Adam  
Councillor Clayton  
Councillor Crooks  
Councillor Crowe  
Councillor Downey  
Councillor Follows  
Councillor Heagin  
Councillor Holliday

Councillor Kiehl  
Councillor Martin  
Councillor PS Rivers  
Councillor PMA Rivers  
Councillor Steel  
Councillor Taylor  
Councillor Thomson  
Councillor Weightman  
Councillor Williams

### AGENDA

1. ELECTION OF COMMITTEE CHAIR

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

2. ELECTION OF COMMITTEE 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 20 April 2023, a copy of which has been circulated previously.

4. APOLOGIES FOR ABSENCE

5. 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 Crowe  
Councillor Follows  
Councillor Martin  
Councillor PMA Rivers  
Councillor PS Rivers  
Councillor Williams

## 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 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.

## 7. QUESTIONS BY MEMBERS

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

## 8. CLIMATE COMMITMENT

In recognition of the global climate and ecological emergency and to facilitate the reduction of carbon emissions, Godalming Town Council resolves to:

- 1) continue its previous commitment to becoming a carbon-neutral organisation by 2030, to cover scope 1, 2 and 3 emissions<sup>1</sup>, including an earlier target of 2025 for all scope 1 and 2 emissions;
- 2) continue to provide an annual carbon audit report to include the Council's carbon footprint;
- 3) continue to support ways to facilitate and encourage our community to reduce direct and indirect CO<sup>2</sup> emissions and conserve and enhance biodiversity in order to become resilient to changes caused by the changing climate.

GTC will support active steps where possible to encourage:

- a) increased use of sustainable transport; and
- b) reductions in energy use in homes, shops, businesses and elsewhere and a public education campaign in order to facilitate this;

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<sup>1</sup> 2. "Scope 1 and 2 cover direct emissions sources (e.g., fuel used in company vehicles and purchased electricity), scope 3 emissions cover all indirect emissions due to the activities of an organization."  
[www.carbontrust.com/resources/faqs/services/scope-3-indirect-carbon-emissions/](http://www.carbontrust.com/resources/faqs/services/scope-3-indirect-carbon-emissions/)

- c) co-operation with organisations seeking to build sustainable developments that minimise carbon emissions;
- d) development and use of renewable energy sources;
- e) production, sale and consumption of locally sourced and sustainably produced food;
- f) any other methods of achieving the aims above; and
- g) adoption of wildlife friendly land and water management practices.

9. PLANNING APPLICATIONS - CONSULTATION

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

10. CONSULTATION ON AMENDMENT TO WA/2023/00683

WA/2023/00683 Pound House, Pound Lane, Godalming, GU7 1BX - Change of use and alterations to first floor office space to provide a 2-bedroom flat.

GTC has been informed that an amendment to this application has been submitted which removes previous reference to parking space. The amended plans can be viewed on the [WBC planning portal](#) The relevant amended drawing is Amended Block Plan-04236b.

GTC previously considered this application on 20 April and made the following observation:

“Object on the loss of commercial premises and on lack of parking provision, along with the potential impact on viability of existing businesses and amenity of existing and future neighbouring residents”

WBC requests that any observations following the amendment are submitted by GTC by 31 May 2023.

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, 1 June 2023 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 – 8 MAY 2023**

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WBC Weekly List 23/16</b>				
WA/2023/00858	Godalming Central and Ockford	Erection of a single storey extension.	Windy Ridge Primrose Ridge Godalming GU7 2ND	
WA/2023/00870	Godalming Central and Ockford	Construction of decking area and provision of landscaping.	2 Firgrove House Ockford Road Godalming GU7 1QX	
WA/2023/00893	Godalming Central and Ockford	Display of illuminated and non-illuminated signage.	110 High Street Godalming GU7 1DP	
PRA/2023/00889	Godalming Central and Ockford	General Permitted Development Order 2015, Schedule 2 Part 3 Class MA - Prior Notification application for change of use of first and second floor from commercial business and service (Use Class E) to 4 dwellinghouses (Use Class C3) (revision of PRA/2022/02837).	The Old Print House 18b Bridge Mews Bridge Street Godalming GU7 1HZ	
WA/2023/00863	Godalming Charterhouse	Erection of extensions and alterations to two semi-detached dwellings.	29 & 31 Peperharow Road, Godalming GU7 2PH	
WA/2023/00909	Godalming Charterhouse	Erection of a porch.	Weston Lodge 1 Weston Close Godalming GU7 2EY	
WA/2023/00856	Godalming Holloway	Erection of detached garage/studio following demolition of existing garage.	Bryn Mawr Waterside Lane Godalming GU7 1RN	
WA/2023/00899	Godalming Holloway	Erection of extensions and alterations; alterations to attached garage and roof space to provide habitable accommodation including dormer windows.	2 Rectory Close Godalming GU7 1TT	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
NMA/2023/00887	Godalming Holloway	Amendment to WA/2019/1851 - 500mm diameter porthole window - changes to bifold doors/windows - changes to planned skylight - to mirror the neighbour's property - to improve the space and access - to improve light in rear of property.	28 Duncombe Road, Godalming GU7 1SF	
<b>WBC Weekly List 23/17</b>				
<b>WA/2023/00930</b>	Godalming Binscombe	Erection of an extension and alterations (revision of WA/2022/02535).	Chimneys 24 Farncombe Hill Godalming GU7 2AU	
<b>WA/2023/00935</b>	Godalming Central and Ockford	Certificate of Lawfulness under Section 192 for dormer extension, installation of rooflights and alterations to roof space to provide habitable accommodation.	33 Eashing Lane Godalming GU7 2JZ	
<b>WA/2023/00931</b>	Godalming Charterhouse	Listed Building Consent for replacement of existing internal doors in C Block, New Block and Hall.	Charterhouse School Charterhouse Hurtmore Road Godalming GU7 2DF	
<b>WA/2023/00975</b>	Godalming Farncombe and Catteshall	Listed Building consent for erection of extension with internal alterations following demolition of existing extension.	The Cottage Meadow Godalming GU7 3JA	
<b>WA/2023/00974</b>	Godalming Farncombe and Catteshall	Erection of extension and alterations following demolition of existing extension.	The Cottage Meadow Godalming GU7 3JA	
<b>WA/2023/00933</b>	Godalming Farncombe and Catteshall	Certificate of Lawfulness under Section 192 for erection of a dormer extension to provide habitable accommodation in roofspace.	10 Warramill Road Godalming GU7 1LU	
<b>WA/2023/00925</b>	Godalming Farncombe and Catteshall	Erection of single storey extension and alterations to attached garage to provide habitable accommodation and alterations to elevations following demolition of existing chimney stack; creation of vehicle crossover and dropped kerb.	21 Molyneux Road Farncombe Godalming GU7 3NJ	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WA/2023/00970</b>	Godalming Holloway	Certificate of Lawfulness under Section 191 for the erection of an outbuilding and its continued use as a recording and rehearsal studio.	Lesslands Lodge 26 Busbridge Lane Godalming GU7 1PU	
<b>WA/2023/00966</b>	Godalming Holloway	Certificate of Lawfulness under Section 192 for construction of a dormer window and 4 roof lights to form habitable space in loft.	5 Rectory Close Godalming GU7 1TT	
<b>NMA/2023/00912</b>	Godalming Charterhouse	Amendment to WA/2022/00528 - to free standing garage new pitch roof with dormer window from height +4800mm to Roof Ridge to +5500mm to Roof Ridge and redesign of Playroom roof replacing the existing flat roof with an open gable roof with glazed gables revised to a conventional tiled hip roof without glazed gables.	Fyfield, Mark Way Godalming GU7 2BJ	

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