

**MINUTES AND REPORT OF THE ENVIRONMENT & PLANNING COMMITTEE  
HELD ON 25 MAY 2023**

- \* Councillor Kiehl – Chair
- \* Councillor Clayton – Vice Chair

0	Councillor Adam	*	Councillor Martin
*	Councillor Clayton	*	Councillor PS Rivers
*	Councillor Crooks	*	Councillor PMA Rivers
0	Councillor Crowe	*	Councillor Steel
*	Councillor Downey	*	Councillor Taylor
*	Councillor Follows	*	Councillor Thomson
*	Councillor Heagin	*	Councillor Weightman
0	Councillor Holliday	0	Councillor Williams

\* Present            # Absent & No Apology Received            0 Apology for Absence            L Late

31. ELECTION OF CHAIR

On the proposition of Councillor Follows, seconded by Councillor Heagin, Councillor Kiehl was nominated to be elected as the committee Chair; there being no other nominations it was resolved unanimously that Councillor Kiehl be elected as Chair of the Environment & Planning Committee for the local government year 2023/24.

32. ELECTION OF A VICE-CHAIR

On the proposition of Councillor Weightman, seconded by Councillor Follows, Councillor Clayton was nominated to be elected as the committee Vice-Chair; there being no other nominations it was resolved unanimously that Councillor Clayton be elected as Vice-Chair of the Environment & Planning Committee for the local government year 2023/24.

33. MINUTES

The Minutes of the Meeting held on 20 April 2023 were signed by the Chair as a correct record.

34. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

35. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is 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 were preliminary ones prior to consideration at Borough Council level and were based on the evidence and representations to the Town Council.

Councillor Follows  
Councillor Martin  
Councillor PMA Rivers  
Councillor PS Rivers

36. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

No petitions/statements/questions had been received from members of the public in accordance with Standing Order No 4.

37. QUESTIONS BY MEMBERS

No questions from Councillors were submitted in accordance with Standing Order 6.

38. CLIMATE COMMITMENT

The Chair introduced this item and explained to new Members that it is intended to reaffirm the new administration's recognition of the climate and ecological emergency.

Following an proposal by Cllr Follows, seconded by Cllr Crooks, Members resolved to agree to amend point a) of the original proposal and subsequently reaffirmed Godalming Town Council's commitment relating to the climate and ecological emergency by unanimously agreeing to approve the amended proposal set out below:

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 co-operate with organisations promoting active and sustainable transport methods that seek to minimise carbon emissions;
- b) reductions in energy use in homes, shops, businesses and elsewhere and a public education campaign in order to facilitate this;
- 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.

Additionally, Members requested the Town Clerk seek clarification on the SCC policy for use of pesticides on roadside verges.

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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/)

39. PLANNING APPLICATIONS – CONSULTATION

The Chair outlined the procedure by which Members are able to seek committee scrutiny of specific planning applications published on the agenda's planning application schedule.

The Committee considered the applications listed on the attached schedule and commented on them as shown in the fifth column.

40. 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 was 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, having reconsidered the amended application, Members agreed the following observation should be sent to the planning authority:

“Godalming Town Council objects to this application as amended by Block Plan-04236b on the grounds of 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. The lack of parking provision within the application fails to meet the minimum requirements of the Godalming & Farncombe Neighbourhood Plan Policy GOD6 B.”

41. COMMUNICATIONS ARISING FROM THIS MEETING

Members wished that the Council's continued commitment to the climate and ecological emergency be publicised.

42. 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.

43. ANNOUNCEMENTS

There were no announcements.

**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	No observation
WA/2023/00870	Godalming Central and Ockford	Construction of decking area and provision of landscaping.	2 Firgrove House Ockford Road Godalming GU7 1QX	No observation
WA/2023/00893	Godalming Central and Ockford	Display of illuminated and non-illuminated signage.	110 High Street Godalming GU7 1DP	No observation
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	No observation
WA/2023/00863	Godalming Charterhouse	Erection of extensions and alterations to two semi-detached dwellings.	29 & 31 Peperharow Road, Godalming GU7 2PH	<b>No objection</b>
WA/2023/00909	Godalming Charterhouse	Erection of a porch.	Weston Lodge 1 Weston Close Godalming GU7 2EY	No observation
WA/2023/00856	Godalming Holloway	Erection of detached garage/studio following demolition of existing garage.	Bryn Mawr Waterside Lane Godalming GU7 1RN	No observation
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	No observation

<b>Ref</b>	<b>Ward</b>	<b>Proposal</b>	<b>Site Address</b>	<b>GTC Observations</b>
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	No observation
<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	No observation
<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	No observation
<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	No observation
<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	No observation
<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	No observation
<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	No observation
<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	No observation

<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	No observation
<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	No observation
<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	No observation
<b>Amendment to WA/2023/00683</b>				
<p>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.</p> <p>GTC was 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.</p> <p>GTC previously considered this application on 20 April, having reconsidered the amended application, Members agreed the following observation should be sent to the planning authority:</p> <p>“Godalming Town Council objects to this application as amended by Block Plan-04236b on the grounds of 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. The lack of parking provision within the application fails to meet the minimum requirements of the Godalming &amp; Farncombe Neighbourhood Plan Policy GOD6 B.”</p>				