

**MINUTES AND REPORT OF THE ENVIRONMENT & PLANNING COMMITTEE
HELD ON 19 DECEMBER 2024**

* Councillor Kiehl – Chair
* Councillor Crooks – Vice Chair

* Councillor Adam	* Councillor Holliday
0 Councillor Clayton	* Councillor Martin
* Councillor Crowe	0 Councillor PMA Rivers
0 Councillor C Downey	0 Councillor Steel
0 Councillor S Downey	* Councillor Thomson
* Councillor Duce	* Councillor Weightman
* Councillor Follows	* Councillor Williams
* Councillor Heagin	

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

388. MINUTES

The Minutes of the Meeting held on 28 November 2024 were signed by the Chair as a correct record.

389. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

390. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

Councillor Martin declared an other registerable interest in Agenda Item 8 – planning schedule WA/2024/02345 on the grounds that he is a friend of next door neighbour to the applicant site and left the Chamber when that agenda item was debated.

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 PMA Rivers

391. 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.

392. QUESTIONS BY MEMBERS

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

393. PLANNING APPLICATIONS – CONSULTATION

The Committee considered the following application(s) raised for discussion by committee members; the full schedule of planning applications received from the Local Planning Authority since the previous Environment & Planning Committee is attached to record minutes.

Natwest, 77 High Street, Godalming GU7 1AW

WA/2024/02351 - Installation of replacement external ATM.

WA/2024/02352 - Display of non-illuminated replacement ATM surround signage.

WA/2024/02353 - Listed Building consent for installation of replacement external ATM and associated internal works.

Members of Godalming Town Council had **No Objection** to this application and wished to acknowledge and welcome Natwest's continued commitment to providing branch and ATM services in Godalming.

WA/2024/02345 - 28 Town End Street Godalming GU7 1BH - Erection of extensions and alterations together with hip to gable and dormer extensions to provide habitable accommodation in roof space.

Godalming Town Council noted that it appeared that this development has already been completed under permission granted under a previous application WA/2023/02523 which was approved on 24/04/2024. As such Godalming Town Council requests that the case officer inform it of the reason for this current application

394. PLANNING APPLICATIONS – SUBJECTED TO AMENDMENT

There were no planning applications previously considered by this committee for which subsequent amendments had been submitted.

395. PLANNING APPEALS

Appeal Decisions

Members noted the outcome of the following appeals:

WA/2023/01272 – Summersby House, 1 Summersby Close GU7 3BG – Conversion of a single dwelling into two dwellings.

The appeal against the decision of WBC to refuse planning permission was allowed and therefore planning permission is granted.

WA/2024/00029 – Lakeside Dental Practice, 1 Shackstead Lane GU7 1RL – Erection of first floor extension and alterations.

The appeal against the decision of WBC to refuse planning permission was dismissed.

396. CLIMATE RESPONSE

On 9 December 2024, the National Association of Local Councils, a body that represents over 10,000 town and parish council's which serve 35 million people, announced the finalists for this year's [Star Council Awards](#), with Godalming Town Council having been selected as a finalist in the **Climate Response of the Year**, which recognises the Council's hard work, perseverance, and unique qualities in highlighting innovative projects that show an understanding of climate change and how its impact is being mitigated locally.

The other finalists are:

Chippenham Town Council, Wiltshire; Exmouth Town Council, Devon; Falmouth Town Council, Cornwall and West Monkton Parish Council, Somerset.

The winner of the award will be announced at a parliamentary reception at the House of Lords on 25 February 2025 (13.30-16.30) – Whilst the Mayor would normally be the proper

person to represent the Council at such events, on this occasion the Mayor wished it to be known that he felt the Chair of E&P should attend this event on behalf of the Council.

As such, Members agreed that the Cllr Kiehl should attend this event in his capacity as Chair of E&P.

397. CLIMATE & NATURE ACTION PLANS FOR PARISHES

Part four of the Council's Corporate Plan reaffirms GTC's declaration of a climate and ecological emergency, and sets out its aims and objectives over a number of areas including:

- biodiversity and ecology management measures;
- carbon reduction/energy management measures;
- water conservation/water management measures; and
- water management and other environmental management issues.

From these a range of actions were identified to meet the Council's Biodiversity Duty, including the need to establish a Green Space Strategy, analyse scope 3 emissions, baseline water usage and waste and the creation of appropriate management plans.

In support of the above, on 14 December 2023 Members created a Task & Finish Group to meet GTC's Biodiversity Duty (Min No 408-23 refers). The Members of that group being, Cllrs Adam, Clayton, Crowe and Thomson.

To support of the aim of creating a practical Climate & Nature Action Plan, Godalming Town Council, along with a small number of other local councils, has become a 'pilot' council to work with the Surrey County Council's Greener Future Group to create a 'Toolkit' to support Surrey's parishes in creating Climate Action and Nature Plans appropriate for their area. The pilot will run for 6 months.

In reading through the Toolkit, Members noted that the Council is already doing many of the toolkit's actions/suggestions such as identifying sources of emissions, carbon auditing, developing an emissions reduction plan (works programme to decarbonise GTC's buildings/transition to an electric vehicle fleet etc), setting targets for emission reduction, energy efficient buildings and improved land management for Biodiversity Net Gain (BNG). However, there is more GTC can do, especially in regard to waste and water management, land mapping and engaging with the community.

Members agreed that a parish Climate & Nature Action Plan could assist in the delivery of climate and ecological goals by providing a pathway for the Council to follow and resolved to approve that the Biodiversity Duty group be asked to review and utilise the 'toolkit' to create a Climate & Nature Action Plan for Godalming.

It was agreed that in the absence of Cllr Clayton, Cllr Weightman should join this group and that the Biodiversity Duty group's draft Climate and Nature Action Plan should be brought to this committee for consideration, alongside feedback on the useability of the toolkit to assist the Greener Future Group in refining it for future use.

Members of the Biodiversity Duty Task & Finish Group noted that it is important that they gain sight of the Waverley Biodiversity Action Plan to ensure compatibility across the area.

The Town Clerk was asked to schedule a meeting of the Biodiversity Duty Task & Finish Group for them to start the necessary work in producing the Parish Climate and Nature Action Plan.

398. LONGBOURNE GREEN PLAY AREA CONSULTATION

Members noted Waverley Borough Council's public consultation and subsequent tender for the refurbishment of Longbourne Green play area in Godalming. Additionally, Members noted that Waverley hopes to appoint the winning contractor in the new year with a view to having the refurbishment complete by April 2025.

399. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified no items from this meeting to be publicised.

400. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 9 January 2025 at 6.30pm.

401. ANNOUNCEMENTS

There were no announcements.

GODALMING TOWN COUNCIL

ENVIRONMENT & PLANNING – SCHEDULE OF PLANNING APPLICATIONS – 19 NOVEMBER-9 DECEMBER 2024

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 24/47				
WA/2024/02191	Godalming Binscombe & Charterhouse	Alterations to utilise existing flat roof as a balcony with access door replacing existing window; installation of a glazed balustrade.	Flat 4 Shadyhanger House 21 Shadyhanger Godalming GU7 2HS	No Observation
WA/2024/02244	Godalming Farncombe & Catteshall	Hip to gable and dormer extensions to provide habitable accommodation in roof space (retrospective).	55 George Road Farncombe Godalming GU7 3LU	No Observation
WA/2024/02218	Godalming Holloway	Erection of extensions and alterations, including extending the existing ridge line to form additional habitable accommodation, partial alteration of garage to provide habitable accommodation and alterations to elevations.	10 Maplehatch Close Godalming GU7 1TQ	No Observation
WBC Weekly List 24/48				
WA/2024/02274	Godalming Binscombe & Charterhouse	Change of use of land to residential curtilage; erection of outbuilding and boundary fence (retrospective).	Green Dolphins Ballfield Road Godalming GU7 2EZ	No Observation
WA/2024/02291	Godalming Binscombe & Charterhouse	Certificate of Lawfulness under Section 192 for alterations to reposition garage door and front doors.	12 Twycross Road Godalming GU7 2HH	No Observation
WA/2024/02273	Godalming Binscombe & Charterhouse	Alterations to elevations of existing garage to provide one flat.	95 Chapel Fields Godalming GU7 2AA	No Observation
TM/2024/02285	Godalming Binscombe & Charterhouse	APPLICATION FOR WORKS TO TREES SUBJECT TO TREE PRESERVATION ORDER 33/06	Woodcourt, Knoll Road, Godalming GU7 2EL	No Observation

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
TM/2024/02253	Godalming Central & Ockford	APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER WA238	4 Camargue Place Godalming GU7 1JQ	No Observation
WA/2024/02302	Godalming Central & Ockford	Erection of a single storey extension following demolition of existing conservatory.	Well Cottage 61 Catteshall Lane Godalming GU7 1JS	No Observation
WA/2024/02294	Godalming Farncombe & Catteshall	Application under Section 73 to vary Condition 1 (approved plans) of WA/2024/01564 to allow for reduction in size of 2 storage sheds.	The Manor Inn Guildford Road Godalming GU7 3BX	No Observation
TM/2024/02271	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 16/01	1 Tuesley Corner Godalming GU7 1TB	No Observation
WBC Weekly List 24/49				
WA/2024/02356	Godalming Binscombe & Charterhouse	Certificate of Lawfulness under Section 192 for hip to gable and dormer extensions and installation of rooflights to provide habitable accommodation in roof space.	39 Marshall Road Godalming GU7 3AT	No Observation
WA/2024/02358	Godalming Binscombe & Charterhouse	Erection of bay window extension.	39 Marshall Road Godalming GU7 3AT	No Observation
WA/2024/02361	Godalming Binscombe & Charterhouse	Erection of a single storey outbuilding.	29 Marshall Road Godalming GU7 3AT	No Observation
WA/2024/02343	Godalming Central & Ockford	Erection of a roof extension and dormer windows to allow loft conversion.	5 Old Lodge Close Godalming GU7 2LA	No Observation
WA/2024/02353	Godalming Central & Ockford	Listed Building consent for installation of replacement external ATM and associated internal works.	Natwest 77 High Street Godalming GU7 1AW	No Objection - Members of Godalming Town Council wished to acknowledge and welcome Natwest's continued commitment to providing branch and ATM services in Godalming
WA/2024/02352	Godalming Central & Ockford	Display of non-illuminated replacement ATM surround signage.	Natwest 77 High Street Godalming	No Objection

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WA/2024/02351	Godalming Central & Ockford	Installation of replacement external ATM.	Natwest 77 High Street Godalming	No Observation
WA/2024/02329	Godalming Holloway	Erection of extensions and alterations following demolition of existing conservatory.	27 Maplehatch Close Godalming GU7 1TQ	No Observation
WA/2024/02323	Godalming Holloway	Erection of single storey and two storey extensions and alterations following demolition of existing garage.	Woodleigh 35 Minster Road Godalming GU7 1SP	No Observation
WA/2024/02345	Godalming Holloway	Erection of extensions and alterations together with hip to gable and dormer extensions to provide habitable accommodation in roof space.	28 Town End Street Godalming GU7 1BH	Godalming Town Council noted that it appeared that this development has already been completed under permission granted under a previous application WA/2023/02523 which was approved on 24/04/2024. As such Godalming Town Council requests that the case officer inform it of the reason for this current application.
CA/2024/02344		MUNSTEAD CONSERVATION AREA REMOVAL OF TREES	1 Old Rectory Gardens Godalming GU7 1XB	No Observation
WA/2024/02356	Godalming Binscombe & Charterhouse	Certificate of Lawfulness under Section 192 for hip to gable and dormer extensions and installation of rooflights to provide habitable accommodation in roof space.	39 Marshall Road Godalming GU7 3AT	No Observation