

## **GODALMING TOWN COUNCIL**

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107-109 High Street  
Godalming  
Surrey  
GU7 1AQ

22 August 2025

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, 28 AUGUST 2025 at 6.30pm.

*Andy Jeffery*

Andy Jeffery  
Chief Executive Officer

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)

Committee Members:	Councillor Kiehl – Chair Councillor Williams – Vice Chair
Councillor Adam	Councillor Holliday
Councillor Clayton	Councillor Martin
Councillor Crowe	Councillor PMA Rivers
Councillor C Downey	Councillor PS Rivers
Councillor S Downey	Councillor Steel
Councillor Duce	Councillor Thomson
Councillor Follows	Councillor Weightman
Councillor Heagin	

### **AGENDA**

1. **MINUTES**

To approve as a correct record the minutes of the meeting of the Committee held on the 7 August 2025, 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 PMA Rivers

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. PRESENTATION

Members to receive a presentation from Mr Leo Scarfe, Town Planning Manager, M&S Property relating to the proposed M&S Development at Unit 1 Woolsack Way, Godalming.

## 7. REQUEST FROM TRANSFORM HOUSING & SUPPORT

### **Summary:**

The Council has received correspondence from Transform Housing & Support (letter attached for the information of Members), a registered provider of supported housing for vulnerable people in Surrey, including within the Borough of Waverley.

Transform is seeking assistance in identifying opportunities within the Borough where circa 3,750m<sup>2</sup> (approx. 1 acre) of land may be made available, free of charge, for the purpose of delivering supported social-rented housing.

### **Officer Comment:**

Officers are not currently aware of any Godalming Town Council-owned land that would be suitable for consideration. Members who are aware of any potential land opportunities are asked to inform the Chief Executive Officer so that suggestions can be passed on to Transform Housing & Support.

## 8. PUBLIC RIGHTS OF WAY – CP 583 - FLAMBARD WAY TO WOOLSACK WAY VIA THE WHARF

### **Summary**

In September 2018 (Min No 148-18 refers) Godalming Town Council (GTC) resolved to support an application for a modification to the Definitive Map under the *Wildlife & Countryside Act 1981* in respect of a route informally referred to as "Natalie Way" (note: name not officially approved by Waverley Borough Council). The application, submitted to Surrey County Council (SCC), seeks to recognise the path CP 583 between Flambard Way and Woolsack Way at Godalming Wharf as a public Right of Way (RoW), a location plan showing the route is attached for the information of Members.

Following GTC's resolution, the Council assisted residents with evidence gathering and made a formal submission to SCC.

SCC has now confirmed that the case has reached the top of its RoW investigation list. On 18 & 19 August, GTC provided office space for SCC officers to speak with residents who had submitted evidence in support of the application.

The application claims that public access rights have been acquired through over 20 years' uninterrupted use "as of right" (without force, secrecy, or permission) by foot and by cycle. SCC has received:

- 145 witness statements in support,
- 66 individuals claiming over 20 years' use on foot,
- 15 individuals claiming over 20 years' use by cycle.

SCC's investigation will consider:

- Whether public access rights have been acquired in law (statutory dedication under the *Wildlife & Countryside Act 1981* or implied dedication under common law).
- Evidence for and against the claimed RoW, including any actions by landowners to prevent public access.
- Relevant 20-year period, likely 1998–2018 (if installation of signs and gates in 2018 is deemed first challenge to public use).

The route currently has no recorded status.

### **Current Position**

SCC is undertaking evidence assessment and will reach a determination. Its decision can only be based on legal tests relating to the acquisition of rights of way; wider planning, amenity or development considerations cannot be considered.

### **Recommendation**

That GTC:

- Notes the current stage of SCC's investigation into the claimed RoW.
- Authorises the CEO to continue to liaise with SCC and provide logistical or administrative assistance where reasonable and proportionate, including facilitation of further witness engagement if required.
- Considers, if the application is successful, opportunities for future, waymarking and integration of the route into local walking/cycling networks.

## **9. FRANKLYN ROAD OAK TREE – TREE PRESERVATION ORDER REQUEST AND RESPONSE FROM WAVERLEY BOROUGH COUNCIL**

Members will wish to note that further to the resolution of E&P on 17 July relating to the Seymour Road oak tree, the CEO wrote to WBC on 18 July to reiterate Members' concerns (Min No 136-25 refers). Following considerations within WBC, on 8 August the CEO was informed by the WBC Principal Arboricultural Officer that the Assistant Director for Planning authorised to make this subject to statutory protection, with the Order being served on Tuesday, 12 August. The Order came into force immediately for a period of six months. During this period Waverley Borough Council must decide whether to confirm the Order, after considering any duly made objections or representations. The TPO recommendation citing GTC's representation is attached for the information of Members.

## **10. PLANNING APPLICATIONS – CONSULTATION**

Members to consider the following applications:

### **WA/2025/01574 – UNIT 1 WOOLSACK WAY GODALMING GU7 1DR**

Application under section 73 to vary condition 1 (restriction on use) of WA/1992/0832 to allow for the sale of convenience goods (food) from unit 1.

### **WA/2025/01535 – UNIT 1 WOOLSACK WAY GODALMING GU7 1DR**

Erection of new front porch and service canopy to rear; installation of new plant machinery; alterations to elevations; alterations to car parking area including erection of trolley bays following demolition porch front dormer windows and canopy.

The full schedule of planning applications received from the Local Planning Authority since the last meeting is attached for the information of Members along with the Planning Application Summary Report.

11. PLANNING APPLICATIONS – SUBJECTED TO AMENDMENT

Members to consider planning applications previously considered by this committee for which subsequent amendments have been submitted.

12. COMMUNICATIONS ARISING FROM THIS MEETING

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

13. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 18 September 2025 at 6.30pm.

14. ANNOUNCEMENTS

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

RECEIVED

12 AUG 2025



Transform Housing & Support  
Bradmere House, Brook Way,  
Leatherhead, Surrey KT22 7NA

Telephone 01372 387100  
info@transformhousing.org.uk  
www.transformhousing.org.uk

7 August 2025

The Worshipful the Mayor of Godalming Town Council  
Godalming Town Council  
107-109 High Street  
Godalming  
GU7 1AQ

Dear Mr Mayor

Transform Housing & Support (Transform) provide supported housing for vulnerable people in Surrey, including the borough of Waverley.

We have partnered with a Haslemere landowner (the landowner) who is proposing to provide land, free of charge, adjoining the Haslemere Settlement Boundary for us to develop 8 supported apartments, to be let at a social rent to local people. The gift of land assures the schemes financial viability, making it attractive to our funding partners.

Earlier, Transform and the landowner submitted a joint planning application for 8 supported homes (and six self-build plots) to Waverley Borough Council – reference WA/2024/02460. The case officer, when recommending refusal of our plans stated, *"there are other similar sized sites within the Borough that do not fall within the National Landscape or an AGLV which are more suitable for residential development."*

Transform are of course happy to build homes anywhere in Waverley that economics permit. We therefore write to ask, if you know of any opportunities to acquire circa 3750 m2 of land in your district, free of charge, which will give us the opportunity to develop social-rented supported housing.

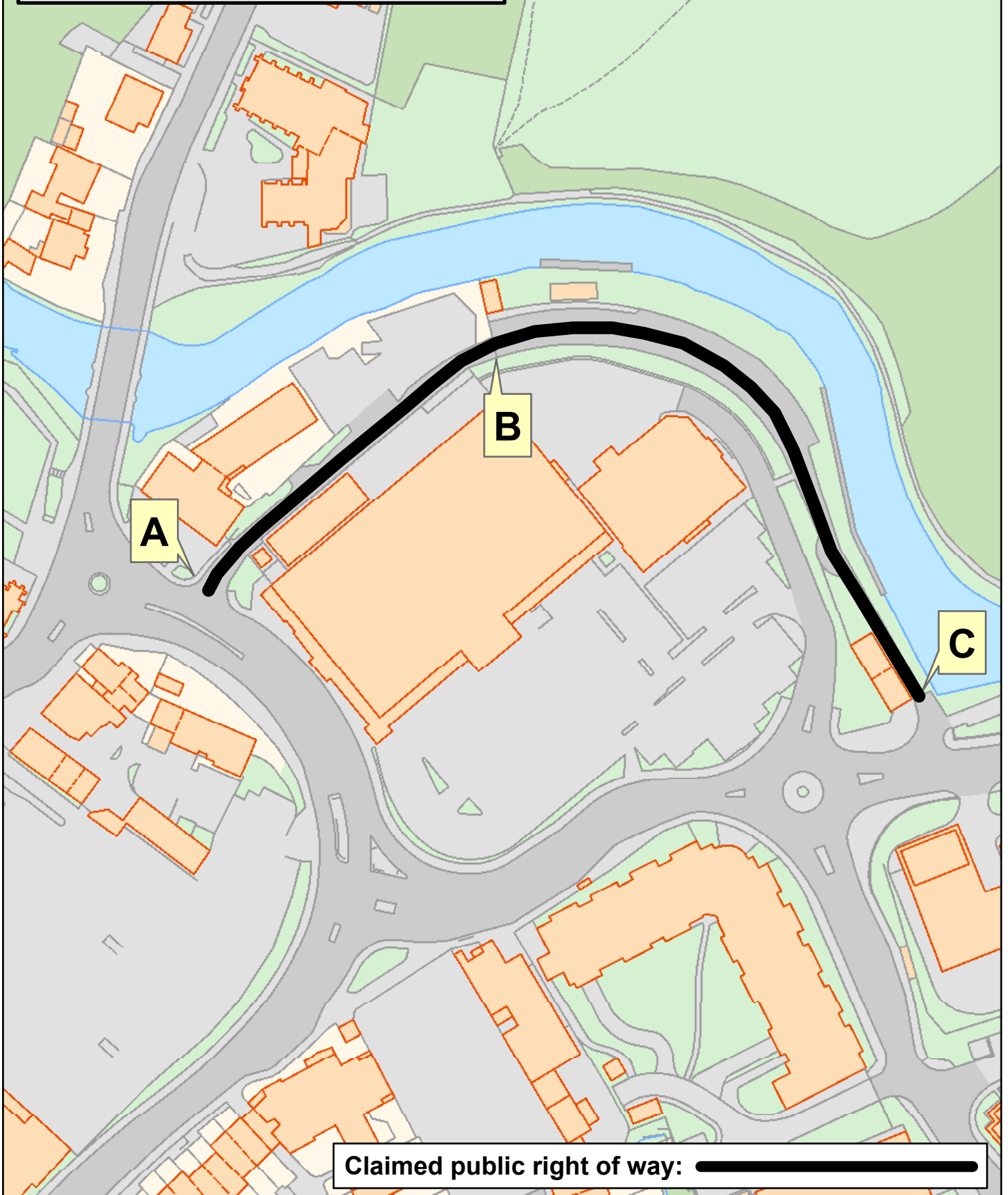
We thank you in anticipation of your help.

Kind Regards

Suzanne Edwards  
Development & Decarbonisation Manager

E: sedwards@transformhousing.org.uk

# Claimed public right of way: Godalming Wharf



Claimed public right of way: 

## **TPO Recommendation: TPO 12-25 Land at Open Space West of Hall Franklyn Road Godalming**

**Tree Officer:** D Frye

**Date:** 06/08/2025

**Address of TPO:** Land centred coordinates 495747 143444 west of Scout and Guide Hall, Seymour Road, Godalming, GU7 2LE

**Land owner:** Waverley Borough Council

**Affected properties:** SCC Highways (Franklyn Road and Seymour Road)  
Scout and Guide Hall, Seymour Road, Godalming, GU7 2LE  
10 Franklyn Road, Godalming, GU7 2LD

**Relevant Matters:** TPO requested by Godalming Town Council

**Plan scale:** 1:750 @ A4 (figure 1)

**No on plan/description:** T1 - Oak

**Situation:** As shown on plan

**Reason:** In the interests of public amenity and the preservation of trees within the area. The removal of and/or detrimental management of the oak tree (T1) would have a significant negative impact on the local environment and its enjoyment by the public. Protection of the tree would bring a reasonable degree of public benefit in the present and future.

**Justification:** The Council have received a request from Godalming Town Council's Environment & Planning Committee for the oak tree on the corner of Franklyn and Seymour Road to be made the subject of statutory protection. The request highlights the trees historic, ecological and community value and noted the tree's high level of public amenity.

The request acknowledges that while the tree is currently under council management and the unnecessary threat of removal is considered to be very low, thus not meeting the expediency test, however it highlights that the long-term retention of the tree cannot wholly be guaranteed should the tree fall under new ownership therefore a precautionary approach is being applied.

A site visit conducted by a Tree Officer identified that the tree is an exceptional specimen of high public amenity value. The tree sits on a small pocket of open space at the corner of Seymour Road and Franklyn Road. Whilst there is some moderate deadwood in the upper canopy on the Southwest aspect of the tree, the tree is in good condition with normal crown vitality and no obvious significant defects.

The Order will deter indiscriminate removal or lopping of the tree but will not restrict appropriate and proportional management of the tree subject to application.

<b>Prepared by:</b>	D Frye	06/08/2025
<b>Checked by:</b>	J. Adams	06/08/2025
<b>Authorised by:</b>	G Fitzpatrick	07/08/2025
<b>Confirmed by:</b>		



Figure 1 – Location Plan

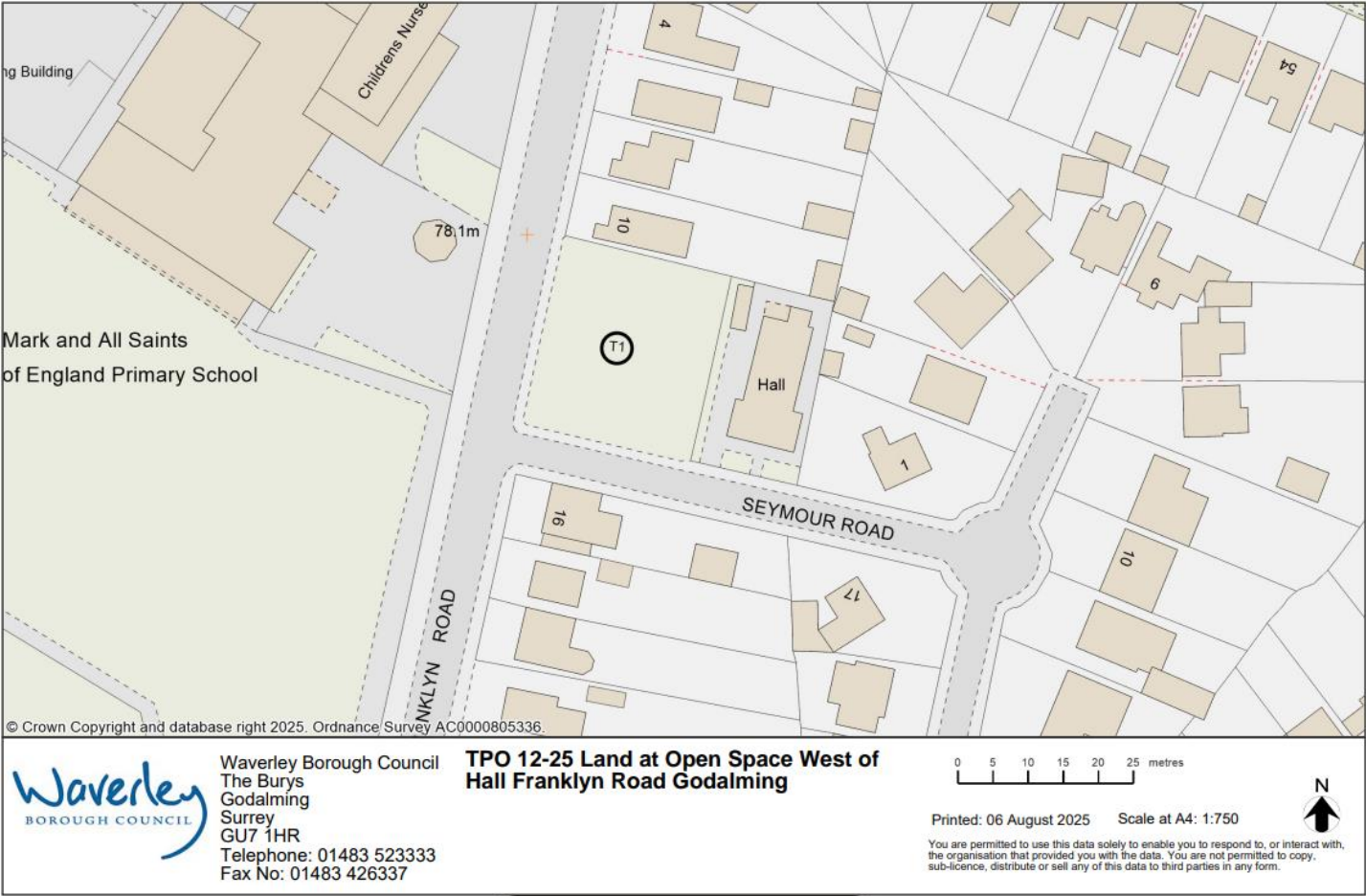




Figure 2 – Tree from South West





Figure 3 – Tree from South



10a. PLANNING APPLICATION - CONSULTATION SUMMARY REPORT

**Planning Application Reference: WA/2025/01574**

**Proposal:** Section 73 application to vary Condition 1 of WA/1992/0832 to allow the sale of convenience goods (food) from Unit 1, Woolsack Way, Godalming.

**Applicant:** Marks & Spencer Plc

**Location:** Unit 1, Woolsack Way, Godalming GU7 1DR

**Proposal Overview**

This Section 73 application seeks to amend a longstanding condition attached to the 1992 permission that prohibits the sale of food from Unit 1 (formerly Homebase). The amendment would enable Marks & Spencer to operate a Foodhall on-site.

A prior similar application was approved in 2021 (WA/2019/1200), but that permission has lapsed. This current submission is a re-application of that proposal, with updated evidence and supporting documents.

**Material Considerations**

**A. Principle of Development**

- The proposal is consistent with national policy to support the vitality of town centres (NPPF, para 87–91).
- The site is within a defined town centre boundary as identified in the local plan, making retail (including food) an appropriate town centre use.

**B. Retail Impact & Sequential Test**

- The applicant's retail assessment demonstrates compliance with the sequential test, identifying no preferable, available or viable units within Godalming town centre for a food store of this scale.

**C. Transport & Highways**

- A full Transport Assessment (TA) has been submitted.
- The Applicant's traffic modelling claims a negligible impact on highway capacity, with 2025 traffic levels lower than 2018 despite projected store usage.
- The site is well served by public transport, including nearby bus stops and proximity to Godalming railway station (900m).
- The Gross Floor Area (GFA) is stated as 2,926 sq m.
- 170 car parking spaces proposed: 150 Standard, 10 Disability, 10 Carers & Child.
- Applicants' Transport Statement (Tetra Tech, August 2025) finds no adverse impact on highway safety or parking capacity.
- The Waverley Borough Local Plan Part 2 (2023) defers to Surrey County Council (SCC) Vehicle Parking Standards (latest 2021 update).
- SCC Parking Guidance 2021 table 1-3 indicates the Parking Standard for A1 (food retail) is 1 space per 14sqm GFA = 209 spaces.
- Possibly 39 spaces under provision.
- As of 17 August, SCC have not commented on application.
- Bus service SP4 is a school bus service, not once per hour service as stated at table 3.2, meaning there are 4 hourly bus service serving the vicinity not 5 as stated.

**Members May wish to:**

- **Acknowledge that the car parking is technically underprovided but mitigated by location and public transport access.**
- **Members may consider requesting:**
  - **Real-time parking management system**

**D. Environmental & Flood Risk**

- A Flood Risk Assessment concludes the site is at low risk of fluvial flooding and proposes acceptable surface water drainage strategies.
- Climate Change Checklist and Biodiversity Checklist have been submitted. While not full Biodiversity Net Gain (BNG) statements, they identify no adverse ecological impacts.

**E. Contaminated Land**

- Environmental Health has noted the site is on potentially contaminated land due to historic industrial uses. However, no new landscaping or excavation is proposed. Advice provided includes monitoring and action in case of discoveries during works.

**F. Design & Layout**

- No external physical changes are proposed within this Section 73 application. A separate application addresses minor external alterations, not yet approved and not part of this application.

**G. Employment and Economic Benefits**

- The proposal would create 60+ new jobs, with training opportunities, apprenticeships, and local economic benefits outlined in the Operator Statement.

**Other Considerations (Less Weight)**

Issue	Status
Noise and disturbance	Controlled under Environmental Health regulation
Impact on local competition	Not a material planning consideration
Property values	Not a material consideration
Loss of private views	Not a material planning consideration

**Planning History**

Reference	Description	Outcome
WA/1992/0832	Original retail warehouse permission (excluded food sales)	Granted
WA/2019/1200	Section 73 to allow food sales	Granted
WA/2025/01574	Current application to renew lapsed 2019/1200 permission	Pending

**Officer Summary**

Based on current policy and material considerations, the proposal appears compliant with the Waverley Local Plan, NPPF (2024) and town centre first policy principles. Members are advised to assess the Parking Guidance, town centre vitality implications, and environmental assurances when forming their recommendation and may wish to make observations to WBC regarding options for real time car parking management on town centre approach roads.



## **Planning Application Reference: WA/2025/01535**

**Proposal:** Erection of a new front porch and service canopy to rear; installation of new plant machinery; alterations to elevations; alterations to car parking area including erection of trolley bays following demolition of porch, front dormer windows and canopy.

**Applicant:** Marks & Spencer Plc

**Location:** Unit 1, Woolsack Way, Godalming GU7 1DR

### **Overview of Development**

This proposal involves a series of physical alterations and upgrades to facilitate the repurposing of the former Homebase unit to a Marks & Spencer retail unit. These include:

- New front porch and rear canopy
- Replacement/installation of plant machinery
- External elevational changes
- Parking reconfiguration and trolley bays

Refer to the Planning Statement for further narrative on the design rationale and operational need.

### **Key Material Considerations**

#### **A. Design and Visual Impact**

- Elevational changes are modest and in keeping with the commercial setting.
- Located within Godalming & Farncombe Neighbourhood Plan (GFNP) area, and design must align with policies G2 (High Quality Design) and G5 (Character and Identity).
- Proposed materials appear sympathetic, but Members may wish to consider conditions to secure quality.

#### **B. Amenity Impact (Noise, Odour, Hours of Use)**

- **Noise Assessment** (Sharps Acoustics, July 2025) concludes low impact from mechanical plant and deliveries, relative to nearest noise-sensitive receptors (Southern House flats).
- Plant is sited at rear away from residential frontage.
- The **Environmental Health** team has not raised objections but may recommend conditions on operational hours and plant specifications.

#### **C. Highways and Access**

- The Gross Floor Area (GFA) is stated as 2,926 sq m.
- 170 car parking spaces proposed: 150 Standard, 10 Disability, 10 Carers & Child.
- Applicants' Transport Statement (Tetra Tech, August 2025) finds no adverse impact on highway safety or parking capacity.
- The Waverley Borough Local Plan Part 2 (2023) defers to Surrey County Council (SCC) Vehicle Parking Standards (latest 2021 update).
- SCC Parking Guidance 2021 table 1-3 indicates the Parking Standard for A1 (food retail) is 1 space per 14sqm GFA = 209 spaces.
- Possibly 39 spaces under provision.
- As of 17 August, SCC had not commented on application.
- Bus service SP4 is a school bus service, not once per hour service as stated at table 3.2, meaning there are 4 hourly bus service serving the vicinity not 5 as stated.

## Members May wish to:

- **Acknowledge that the car parking is technically underprovided but mitigated by location and public transport access.**
- **Members may consider requesting:**
  - **Real-time parking management system**

## D. Ecology and Biodiversity

- Bat Survey confirms building offers high potential for bat roosting; 17 potential roost features identified.
- Further nocturnal surveys are required before works proceed. Members should ensure conditions are imposed securing these surveys prior to demolition/refurbishment.

## E. Flood Risk

- Site lies partly within Flood Zones 2 and 3, but all proposed works fall within Zones 1 and 2.
- Environment Agency has deferred to Flood Risk Standing Advice, so no bespoke objections raised.
- Council must ensure that a flood risk assessment has been appropriately considered under NPPF Para 168–170.

## F. Waste and Servicing

- A Waste Management Plan has been submitted and details segregation and internal storage of recyclable and hazardous waste.
- This reduces environmental and public health risks.

## G. Sustainability and Climate Checklist

- Checklist completed with moderate detailing on materials and operational energy.
- Members may wish to encourage further enhancements under Local Plan Policy CC1 and GFNP Policy G3 (Sustainable Design).

## Summary of Further Potential Practical Enhancements:

Enhancement Category	Examples to Encourage under CC1 and G3
Renewable Energy	PV panels, air-source heat pumps
Biodiversity	Bat/bird boxes, green roofs/walls
Water Management	Rainwater harvesting, SuDS
Materials	Recycled/FSC-certified content
Building Performance	BREEAM target, EPC A rating

## Suggested Condition or Informative:

*“The applicant is encouraged to incorporate further sustainability enhancements in line with Local Plan Policy CC1 and GFNP Policy G3, including on-site renewables, sustainable drainage, and biodiversity features such as ecological habitat boxes.”*

## Planning History & Constraints

- The site has a long-standing history as a retail warehouse (granted under WA/1992/0832) and was permitted for food sale under WA/2019/1200.
- **Constraints include:**
  - Contaminated land designations (WBC Pollution Control input required)
  - SGN pipelines (medium/intermediate pressure pipelines nearby)
  - Neighbourhood Plan Character Area and CIL Charging Zone A



## Draft Member Consideration Summary

Theme	Material Consideration
Visual Impact	Consistent with existing built form; check materials and canopy design.
Residential Amenity	Low noise risk but hours of operation and delivery should be conditioned.
Parking Provision	Parking provision underprovided as per SCC standards. Mitigate via Real-time parking management system.
Flood Risk	Located in Zones 1/2; FRSA applies; EA has no objection.
Biodiversity	High bat roost potential – nocturnal survey and mitigation must be conditioned.
Environmental Health	Ensure waste management and plant noise mitigation measures are conditioned.
Planning Policy	Complies with Local Plan Parts 1 and 2 and Neighbourhood Plan; some sustainability shortfall.
Other Constraints	Contaminated land and SGN pipeline proximity to be noted for health and safety.

### Officer Summary

In making observations, Members may wish WBC to consider appropriate conditions, including ecological surveys and mitigation, operational hours, noise limits, flood risk and real-time parking management.

## GODALMING TOWN COUNCIL

### ENVIRONMENT & PLANNING – SCHEDULE OF PLANNING APPLICATIONS – 29 JULY TO 18 AUGUST 2025

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WBC Weekly List 25/31</b>				
<b>WA/2025/01471</b>	Godalming Central & Ockford	Listed Building Consent for installation of air conditioning equipment.	The Meath Westbrook Road Godalming GU7 2QH	
<b>WA/2025/01462</b>	Godalming Farncombe & Catteshall	Erection of a single storey extension; alterations to roofspace including dormer and rooflights to provide additional habitable accommodation.	37 Hallam Road Farncombe Godalming GU7 3HW	
<b>WA/2025/01461</b>	Godalming Farncombe & Catteshall	Erection of a single storey rear extension.	Holmdale Catteshall Lane Godalming GU7 1LJ	
<b>TM/2025/01469</b>	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 02/03	Little Normanhurst Summerhouse Road Godalming GU7 1PY	
<b>WBC Weekly List 25/32</b>				
WA/2025/01516	Godalming Binscombe & Charterhouse	Erection of a close boarded timber fence following removal of existing boundary wall.	8 Twycross Road Godalming GU7 2HH	
WA/2025/01547	Godalming Central & Ockford	Erection of two storey extension and alterations together with extension and alterations to existing entrance porch; creation of vehicle access and associated landscaping.	33 South Hill Godalming GU7 1JT	
WA/2025/01535	Godalming Central & Ockford	Erection of new front porch and service canopy to rear; installation of new plant machinery; alterations to elevations; alterations to car parking area including erection of trolley bays following demolition porch, front dormer windows and canopy.	Unit 1 Woolsack Way Godalming GU7 1DR	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
PRA/2025/01537	Godalming Holloway	The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 6.00 m for which the height would be 3.00 m and for which the height of the eaves would be 3.00 m.	Montee Croft Road Godalming GU7 1BS	
<b>WBC Weekly List 25/33</b>				
WA/2025/01565	Godalming Binscombe & Charterhouse	Erection of two storey extension and alterations together with construction of a vehicle access and parking area following demolition of detached garage.	44 Combe Road Farncombe Godalming GU7 3SL	
WA/2025/01574	Godalming Central & Ockford	Application under Section 73 to vary Condition 1 (restriction on use) of WA/1992/0832 to allow for the sale of convenience goods (food) from unit 1.	Unit 1 Woolsack Way Godalming GU7 1DR	
WA/2025/01567	Godalming Central & Ockford	Construction of pitched roof to replace existing flat roof.	Seymour House Lower South Street Godalming GU7 1BZ	
WA/2025/01558	Godalming Central & Ockford	Listed Building Consent for internal works.	Fords 134 Ockford Road Godalming GU7 1RG	
WA/2025/01577	Godalming Farncombe & Catteshall	Erection of single and two storey extensions and alterations with associated landscaping following demolition of detached outbuilding.	23 Warramill Road Godalming GU7 1LU	
TM/2025/01582	Godalming Holloway	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 43/99	Oak Holm Summerhouse Road Godalming GU7 1QB	

## 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** \_\_\_\_\_

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<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.