

**MINUTES AND REPORT OF THE ENVIRONMENT & PLANNING COMMITTEE
HELD ON 30 OCTOBER 2025**

0 Councillor Kiehl – Chair
0 Councillor Williams – Vice Chair

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

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

314. ELECTION OF A CHAIR

In the absence of the committee Chair and Vice-Chair, on the proposal of Cllr Weightman and seconded by Cllr Heagin, Cllr Follows was elected to chair the meeting. On the proposal of Cllr S Downey and seconded by Cllr Heagin, Cllr Weightman was elected as vice-chair for the meeting.

315. MINUTES

The Minutes of the Meeting held on 9 October 2025 were signed by the Chair as a correct record.

316. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

317. 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 PMA Rivers

318. 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.

319. QUESTIONS BY MEMBERS

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

320. 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.

Members considered the following applications.

WA/2025/01880

2 & 4 Victoria Road, Godalming, GU7 1JR

Erection of extensions and alterations including raising and replacement of pitched roofs to both 2 & 4 Victoria Road.

Members noted the application and raised **no objections**

WA/2025/02001

Thornbrook House, Weyside Park, Godalming, GU7 1AW

Erection of second and third floor extensions to Thornbrook House to provide 4 duplex flats with alterations to flats (nos. 7, 21 and 31); relocation and extension of the existing external staircase and existing bin stores; erection of 5 two-storey dwellings and associated works including erection of bin stores; installation of EV charging points.

Resolution:

On consideration of the above application, Members of Godalming Town Council **object** to the proposal and wish to make the following observations:

1. Quality of Submitted Information

Members noted that a number of the planning drawings and supporting documents were of poor visual quality, making it difficult to interpret the design intentions and assess the scale and relationship of the proposed development to the surrounding area.

2. Overdevelopment and Impact on the Street Scene

Members considered the proposal to represent overdevelopment of the site. The cumulative additions to Thornbrook House and the introduction of five further dwellings within the constrained northern car park area were seen as out of keeping with the established character and grain of development along Catteshall Lane. The overall form, height, and density were regarded as excessive, eroding the visual balance of the existing building and detracting from the wider street scene, contrary to Policies **TD1** of the Waverley Local Plan and **GOD1** of the Godalming & Farncombe Neighbourhood Plan

3. Highways, Traffic, and Parking Concerns

Members expressed strong concern regarding the cumulative impact of past and proposed development within the Catteshall Lane area. They considered that incremental intensification—both from earlier conversions and the new dwellings now proposed—has led to significant increases in local traffic and parking stress. Although the application demonstrates compliance with parking standards on paper, Members felt that parking provision for residents and visitors is inadequate in practice, likely leading to overspill parking on surrounding streets and worsening existing congestion.

4. Flood Risk

Members noted the Environment Agency's response (28 October 2025) which identified the need for strict adherence to the submitted Flood Risk Assessment and Drainage Strategy and imposed a series of mandatory flood-risk conditions, including finished floor levels and restrictions on development within modelled flood extents

Whilst the site lies in Flood Zone 1, Members shared the Agency's view that flood resilience and permeability measures must be incorporated. They remain concerned that the cumulative effects of development may exacerbate local surface water flooding in the Catteshall area.

If Waverley Borough Council is minded to grant permission, GTC requests that all Environment Agency conditions be imposed, and that enhanced flood-protection measures be secured through planning condition.

5. *Impact on the Natural Environment and SSSI*

Members also noted the consultation responses from Natural England (dated 29 October 2025), which identified potential impacts from recreational pressure on the Wealden Heaths Phase I & II SPAs and possible effects on the adjacent Sites of Special Scientific Interest (SSSIs)

Members are concerned that the development, when considered cumulatively with other nearby schemes, could adversely affect protected habitats and biodiversity, and they therefore support Natural England's recommendation that further assessment be undertaken by the Local Planning Authority before determination.

6. *Conditions if Approved*

Should the Planning Authority be minded to approve the application, GTC requests that:

- all Environment Agency conditions be incorporated, including those relating to flood mitigation, permeable boundary treatments, and maintenance of flood pathways;
- measures are secured to ensure biodiversity net gain and habitat protection as recommended by Natural England;
- construction management and drainage controls are conditioned to avoid further deterioration in surface water management;
- Construction Management Plan – to be agreed prior to commencement; and
- Lighting Scheme – to prevent ecological harm and light spill.

Decision:

That Godalming Town Council objects to application WA/2025/02001 on the grounds of overdevelopment, adverse impact on the character of the area, inadequate parking provision, flood risk concerns, and potential harm to nearby SSSIs and SPAs.

321. PLANNING APPLICATIONS – SUBJECTED TO AMENDMENT

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

322. SOUTH & SOUTH-EAST IN BLOOM AWARDS

Members received an update on the results of the 2025 South & South-East in Bloom competition and were pleased to note the continued success of Godalming Town Council's managed sites.

Small Cemetery of the Year – Nightingale Cemetery – Gold award

Large Cemetery of the Year – Eashing Cemetery – Gold award and Overall Category winner

Small Town Centre – Godalming Primary Retail Centre – Gold award

Workplace Well-being Garden – Broadwater Youth & Community Centre, entered under Godalming Youth Service – Gold award

Members formally recorded their thanks to the Grounds and Facilities Team for their hard work, care and commitment in maintaining the Council's cemeteries, open spaces and community gardens to such a high standard.

It was noted that Eashing Cemetery has now been voted the overall category winner in the Large Cemetery sector twice within the past five years, an outstanding achievement reflecting the consistent quality of management and presentation. Members also noted that Nightingale Cemetery had previously been recognised as the overall winner in the Small Cemetery category, demonstrating excellence across both sites.

Members further noted the first-time award for the Youth Service Garden, describing it as a *credit to all involved*, and expressed congratulations to the Farncombe Station Gardening Group for their dedication and ongoing efforts to make Farncombe Station a more welcoming, attractive, and biodiverse environment for the community and visitors alike.

The Committee acknowledged that the area covered by the South & South-East in Bloom competition is extensive and that Godalming Town Council, as a parish-level authority, competes successfully against much larger authorities — including those managing cemeteries and crematoria with significantly greater financial and staffing resources.

Members highlighted the environmental and biodiversity benefits of the Council's work in grounds maintenance and horticultural management, particularly the adoption of pollinator-friendly planting, sustainable maintenance practices, and wildlife habitat creation, all of which contribute positively to the town's ecological wellbeing and climate objectives.

Members resolved to agree:

That the Council's appreciation be formally recorded in the minutes and conveyed to the Grounds and Facilities Team, the Youth Service, and the Farncombe Station Gardening Group for their exceptional achievements in the 2025 South & South-East in Bloom competition.

323. COMMUNITY INFRASTRUCTURE LEVY (CIL) – POLICY CONSOLIDATION AND TEMPORARY MORATORIUM ON NEIGHBOURHOOD CIL AWARDS

Members considered the report proposing the consolidation of the CIL Policy and Funding Application Form Guide and the CIL Funding Application Form into a single document titled *Community Infrastructure Levy (CIL) Policy, Guidance & Application Form*, and the introduction of a temporary moratorium on the award of Neighbourhood CIL funding to allow funds to be replenished.

Following discussion, Members agreed the recommendations as set out in the report, subject to the following additions:

1. Planning applications and any other pre-commencement conditions associated with an award are to be met in full before any CIL funds are released.
2. Applicants are to provide proof of tenure, the acceptable length and type of which shall be determined by Members when considering each application.
3. In agreeing to a moratorium on CIL awards until at least October 2026, Members also agreed to set aside a contingency sum of £25,000, which may be awarded in exceptional circumstances of *urgent community need*. Any such award must continue to meet all existing CIL eligibility criteria.

Members further delegated authority to the Chief Executive Officer to incorporate any additional minor amendments or clarifications necessary to finalise the combined document prior to its submission for formal adoption by Full Council.

Members resolved to agree to:

- a. approve the consolidation of the CIL Policy and Funding Application Form Guide and CIL Funding Application Form into a single document titled *Community Infrastructure Levy (CIL) Policy, Guidance & Application Form*;

- b. to implement a temporary moratorium on Neighbourhood CIL awards until after the October 2026 contribution from Waverley Borough Council is received;
- c. adopt a revised process allowing submissions to be received and validated throughout the year, with validated applications to be considered collectively at the November 2026 meeting of the Environment & Planning Committee; and
- d. approve the additional provisions and delegation to the Chief Executive Officer as set out above.

324. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified no items from this meeting to be publicised.

325. DATE OF NEXT MEETING

Members noted that the date of the next meeting of the Environment & Planning Committee has been amended to be held in the Council Chamber on Thursday, 27 November 2025 at 6.30pm. Members noted the change is to enable council business to be conducted without the constraints imposed during an election period.

326. ANNOUNCEMENTS

Members were informed of the sign-up for supporting the poppy appeal at Sainsbury's on Saturday, 8 November.

GODALMING TOWN COUNCIL

ENVIRONMENT & PLANNING – SCHEDULE OF PLANNING APPLICATIONS – 30 SEPTEMBER TO 21 OCTOBER 2025

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 25/40				
TM/2025/01898	Godalming Binscombe & Charterhouse	APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER GOD12	Netherwood Court Filmer Grove Godalming GU7 3AF	No Observation
TM/2025/01897	Godalming Binscombe & Charterhouse	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER GOD 8	Newstead Close Godalming GU7 2AJ	No Observation
TM/2025/01911	Godalming Binscombe & Charterhouse	APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER WA94	Greenheys 24 Mark Way Godalming GU7 2BE	No Observation
WA/2025/01880	Godalming Central & Ockford	Erection of extensions and alterations including raising and replacement of pitched roofs to both 2 and 4 Victoria Road.	2 & 4 VICTORIA ROAD GODALMING GU7 1JR	No Objection
WA/2025/01913	Godalming Central & Ockford	Erection of single storey rear extension with associated works.	105 Ockford Ridge Godalming GU7 2NQ	No Observation
WA/2025/01899	Godalming Farncombe & Catteshall	Certificate of Lawfulness under Section 192 for alterations to roofspace including a dormer, rooflights and new window to provide habitable accommodation.	6 Broadwater Lane Farncombe Godalming GU7 3JQ	No Observation
WA/2025/01879	Godalming Holloway	Erection of extensions and alterations.	28 Quartermile Road Godalming GU7 1TJ	No Observation
WA/2025/01887	Godalming Holloway	Erection of a two storey dwelling, detached car port and bin/cycle store with associated amenity space and parking following demolition of existing garage.	Land At Glennie Ramsden Road Godalming GU7 1QE	No Observation

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 25/41				
WA/2025/01933	Godalming Binscombe & Charterhouse	Erection of single storey extension and alterations to elevations following demolition of existing outbuilding; alterations to integral garage to provide additional habitable accommodation.	44 Binscombe Lane Farncombe Godalming GU7 3PP	No Observation
TM/2025/01928	Godalming Binscombe & Charterhouse	APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 41/99	Land in Front of 14 and 15 Hillside Way Godalming GU7 2HN	No Observation
TM/2025/01927	Godalming Binscombe & Charterhouse	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 02/04	5 Dormers Close Godalming GU7 2QX	No Observation
WA/2025/01955	Godalming Holloway	Erection of a single storey extension.	7 Windy Wood Godalming GU7 1XX	No Observation
TM/2025/01938	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 07/03	12 Busbridge Lane Godalming GU7 1PU	No Observation
WBC Weekly List 25/42				
WA/2025/01983	Godalming Central & Ockford	Listing building consent for widening of round floor entrance together with works to existing staircases and other internal alterations; installation of secondary glazing to existing windows.	61-63 High Street Godalming GU7 1AW	No Observation
WA/2025/01981	Godalming Central & Ockford	Alterations to shopfront to provide dry water main inlet cabinet and associated works.	65 & 65a High Street Godalming GU7 1AW	No Observation
WA/2025/02001	Godalming Farncombe & Catteshall	Erection of second and third floor extensions to Thornbrook House to provide 4 duplex flats with alterations to flats (nos. 7, 21 and 31), relocation and extension of the existing external staircase and existing bin stores; erection of 5 two-storey dwellings and associated works including erection of bin stores; installation of EV charging points.	Thornbrook House Weyside Park Catteshall Lane Godalming	OBJECT – see comments below

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
		<p>Resolution: On consideration of the above application, Members of Godalming Town Council object to the proposal and wish to make the following observations:</p> <ol style="list-style-type: none"> 1. Quality of Submitted Information Members noted that a number of the planning drawings and supporting documents were of poor visual quality, making it difficult to interpret the design intentions and assess the scale and relationship of the proposed development to the surrounding area. 2. Overdevelopment and Impact on the Street Scene Members considered the proposal to represent overdevelopment of the site. The cumulative additions to Thornbrook House and the introduction of five further dwellings within the constrained northern car park area were seen as out of keeping with the established character and grain of development along Catteshall Lane. The overall form, height, and density were regarded as excessive, eroding the visual balance of the existing building and detracting from the wider street scene, contrary to Policies TD1 of the Waverley Local Plan and GOD1 of the Godalming & Farncombe Neighbourhood Plan 3. Highways, Traffic, and Parking Concerns Members expressed strong concern regarding the cumulative impact of past and proposed development within the Catteshall Lane area. They considered that incremental intensification—both from earlier conversions and the new dwellings now proposed—has led to significant increases in local traffic and parking stress. Although the application demonstrates compliance with parking standards on paper, Members felt that parking provision for residents and visitors is inadequate in practice, likely leading to overspill parking on surrounding streets and worsening existing congestion. 4. Flood Risk Members noted the Environment Agency’s response (28 October 2025) which identified the need for strict adherence to the submitted Flood Risk Assessment and Drainage Strategy and imposed a series of mandatory flood-risk conditions, including finished floor levels and restrictions on development within modelled flood extents. Whilst the site lies in Flood Zone 1, Members shared the Agency’s view that flood resilience and permeability measures must be incorporated. They remain concerned that the cumulative effects of development may exacerbate local surface water flooding in the Catteshall area. If Waverley Borough Council is minded to grant permission, GTC requests that all Environment Agency conditions be imposed, and that enhanced flood-protection measures be secured through planning condition. 5. Impact on the Natural Environment and SSSI Members also noted the consultation responses from Natural England (dated 29 October 2025), which identified potential impacts from recreational pressure on the Wealden Heaths Phase I & II SPAs and possible effects on the adjacent Sites of Special Scientific Interest (SSSIs) 		

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
		<p>Members are concerned that the development, when considered cumulatively with other nearby schemes, could adversely affect protected habitats and biodiversity, and they therefore support Natural England's recommendation that further assessment be undertaken by the Local Planning Authority before determination.</p> <p>6. Conditions if Approved</p> <p>Should the Planning Authority be minded to approve the application, GTC requests that:</p> <ul style="list-style-type: none"> • all Environment Agency conditions be incorporated, including those relating to flood mitigation, permeable boundary treatments, and maintenance of flood pathways; • measures are secured to ensure biodiversity net gain and habitat protection as recommended by Natural England; • construction management and drainage controls are conditioned to avoid further deterioration in surface water management; • Construction Management Plan – to be agreed prior to commencement; and • Lighting Scheme – to prevent ecological harm and light spill. <p>Decision:</p> <p>That Godalming Town Council objects to application WA/2025/02001 on the grounds of overdevelopment, adverse impact on the character of the area, inadequate parking provision, flood risk concerns, and potential harm to nearby SSSIs and SPAs.</p>		
CA/2025/01998		WEY AND GODALMING NAVIGATIONS CONSERVATION AREA WORKS TO TREES	Lammas Lands Godalming	No Observation
PRA/2025/01987	Godalming Binscombe & Charterhouse	The erection of a single storey side extension which would extend beyond the rear wall of the original house by 4m, for which the height would be 3m, and for which the height of the eaves would be 2.9m.	63 Binscombe Crescent Farncombe Godalming GU7 3RA	No Observation