



Windlesham Parish Council

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The Council Offices
The Avenue
Lightwater
Surrey
GU18 5RG

7th June 2024

To: Cllrs Du Cann, Marr, Richardson, Turner, Stevens, White and Willgoss

And all members of Council as nominated substitutes

You are hereby summoned to attend a meeting of the Planning Committee to be held at All Saints' Church Hall, Broadway Road, Lightwater **12th June 2024 11:00am** to act upon the under-mentioned business.

Yours sincerely

**Joanna Whitfield
Clerk to the Council**

MEETING INFORMATION

Members of the public are invited to attend this meeting or alternatively, if you wish to submit any questions or comment on any of the items on this agenda without attending, please email clerk@windleshampc.gov.uk by 5pm on the 11th June 2024. Please note that submissions for public participation will be read aloud at the meeting, along with the name of the person submitting the comment. If you do not wish your name to be made public at the meeting you must specify this to the Clerk in writing at the time of submission.

AGENDA

- 1. Apologies for absence**
- 2. Declarations of interest:** Members to declare any interest, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any requests from members for dispensations that accord with the Localism Act 2011 S33(b-e)
- 3. Public question time**
- 4. Exclusion of the press and public.** To agree any items to be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960
- 5. Members to consider a response to the Application for Virginia Water Neighbourhood Forum and Virginia Water Neighbourhood Area – Proposed re-designation of the Forum and Area**
- 6. Members to consider a response to the Thorpe Conservation Area Appraisal and Management Plan**

7. **Members to consider a response to the the draft Runnymede Energy Supplementary Planning Document (SPD); and draft Runnymede Pitch and Plot Allocation Scheme for Gypsies, Travellers and Travelling Showpeople SPD (otherwise known as the ‘Allocation Scheme SPD’).**

8. **To consider planning applications and planning appeals received prior to this meeting:**

Bagshot Applications			
24/0492/FFU	3 Houlton Court, Bagshot, Surrey, GU19 5QQ Erection of first floor side extension.	FPA	27 th June 2024
24/0513/FFU	The Pavilion, Bagshot Crawley Rise Tennis Club , College Ride, Bagshot, Surrey, GU19 5ET Installation of two 8m tall columns with floodlights.	FPA	2 nd July 2024
Lightwater Applications			
24/0480/FFU	Land Adjacent To, 1 Catena Rise, Lightwater, Surrey Erection of a detached, two bedroom dwelling with associated parking.	FPA	19 th June 2024
24/0489/FFU	14 Shrublands Drive, Lightwater, Surrey, GU18 5QS Part garage conversion into habitable accommodation	FPA	27 th June 2024
24/0526/FFU	12 Deer Leap, Lightwater, Surrey, GU18 5PF Erection of single storey extension to provide conservatory and part garage conversion.	FPA	5 th July 2024
24/0502/FFU	Cotterbury , 5 Junction Road, Lightwater, Surrey, GU18 5TQ Retrospective application for rear patio and boundary fence.	FPA	5 th July 2024
24/0477/CES	69 Curley Hill Road Lightwater Surrey GU18 5YH Certificate of lawfulness (proposed) for the erection of a single storey side extension.	Certificate Proposed Development	
Windlesham Applications			
24/0467/FFU	Oakwood , Chertsey Road, Windlesham, GU20 6HY Erection of single storey rear and side extension (following associated demolition works) and alterations to fenestration. Single dormer on rear roof elevation	FPA	19 th June 2024
23/0486/FFU	The Ferns Woodlands Lane Windlesham Surrey GU20 6AS Demolition of existing dwelling and erection of seven dwellings with associated landscaping and parking. APP/D3640/W/24/3341569 If you wish to make comments, or modify/withdraw your previous representation, you can do so online at https://acp.planninginspectorate.gov.uk .	APPEAL	25 th June 2024
24/0494/FFU	58 Poplar Avenue, Windlesham, Surrey, GU20 6PW Erection of single storey rear extension.	FPA	1 st July 2024

24/0428/OOU	<p>Land At , Snows Ride, Windlesham, Surrey, GU20 6LA</p> <p>Outline planning application with all matters reserved other than means of access, for mixed residential development comprising up to 154 Integrated Retirement Community units (Use Class C2) and 33 dwellings (Use Class C3), together with a GP Surgery, the creation of Suitable Alternative Natural Greenspace, landscaping, car parking, access, maintenance workshop, refuse storage, and communal facilities.</p>	Outline	3 rd July 2024
24/0504/NMA	<p>Heathpark Wood, Heathpark Drive, Windlesham, Surrey</p> <p>Application for non-material amendment to conditions 1 and 3 attached to reserved matters approval 20/0318/RRM dated 5 April 2024 to allow for the substitution of fencing type to boundary of woodland. Post and rail fencing to be amended to 1.5m high V-mesh fencing, incorporating ecology gates and 3 no. pedestrian gates to allow authorised access to the woodland for maintenance and management purposes and alignment of proposed V-mesh fencing to be amended to follow the eastern (rear) boundary of the pond.</p>	Non Material Amendment	5 th July 2024

Item 5:

Application for Virginia Water Neighbourhood Forum and Virginia Water Neighbourhood Area – Proposed re-designation of the Forum and Area

Dear Sir/Madam

Application for Virginia Water Neighbourhood Forum and Virginia Water Neighbourhood Area – Proposed re-designation of the Forum and Area

An application has been received on 22 May 2024 by Runnymede Borough Council for the proposed re-designation of the Virginia Water Neighbourhood Forum and a Virginia Water Neighbourhood Area. This is because the Forum and Area were originally designated for five years (in line with the Forum's constitution and section 61F(8) of the Town and County Planning Act 1990), which expired on 26 March 2024, having originally been designated on 27 March 2019 by the Council's Planning Committee.

The proposed Neighbourhood Forum and Area is now the subject of public consultation for a period of six weeks until **5pm on Wednesday 10 July 2024**. During this time representations can be made in relation to the proposed re-designation.

The details of the application (including a map of the proposed area, which is unchanged from the original designation) can be viewed on the Council's website at <https://www.runnymede.gov.uk/planning-policy/neighbourhood-planning/3> or a paper copy can be viewed at the reception of the Civic Centre, Station Road, Addlestone during normal opening hours.

Representations can be submitted to the Council in writing either by email to planningpolicy@runnymede.gov.uk or by post to:

Planning Policy Team,
Runnymede Borough Council,
Runnymede Civic Centre,
Station Road,
Addlestone,
KT15 2AH

Representations received after this date will not be considered.

The application for designation of a Virginia Water Neighbourhood Forum and Virginia Water Neighbourhood Area, and any representations received will be considered and a decision made as to whether the designation should be made (or not) within 13 weeks of the date of application being publicised, the period for which starts on 29 May 2024 and therefore runs until 28 August 2024.

Item 6: Thorpe Conservation Area Appraisal and Management Plan

Dear Sir/Madam,

Thorpe Conservation Area Appraisal and Management Plan

Runnymede Borough Council is revising and updating its guidance on the Thorpe Conservation Area. To that end, we are keen to obtain your views about the Conservation Area as it currently stands, specifically in relation to the following:

- What positively contributes to the Conservation Area?
- What factors detract from the Conservation Area?
- What opportunities are there to enhance the Conservation Area?
- Are the current boundaries appropriate?
- Any other comments?

Information about the Conservation Area, including a map showing the area it covers can be found here: <https://www.runnymede.gov.uk/planning-policy/conservation-areas/7>.

After this first round of informal public consultation, we will take account of and incorporate any relevant comments into a Draft Conservation Area Appraisal document, as appropriate. This document will cover a number of areas including:

- what makes the Conservation Area special (in terms of historic interest);
- an assessment of the Area's character;
- an audit of the key historic buildings;
- the issues and opportunities facing the Area;
- proposed boundary changes to the Area and;
- a Management Plan (which relates to how development can be managed to help conserve and enhance the Area).

This Draft Conservation Area Appraisal will then be consulted upon with local people and other interested parties (subject to the agreement of Councillors) so we can seek your views on its contents. This feedback will be taken account of (where appropriate) prior to a final version being taken through the Council's Planning Committee for adoption.

If you have any comments you wish to make in response to the above questions, please email these to planningpolicy@runnymede.gov.uk by 30 June 2024.

Comments can also be posted to:

The Planning Policy Team,
Runnymede Borough Council,
Civic Centre,
Station Road,
Addlestone,
Surrey,
KT15 2AH

Item 7: Member to consider a response to the the draft Runnymede Energy Supplementary Planning Document (SPD); and draft Runnymede Pitch and Plot Allocation Scheme for Gypsies, Travellers and Travelling Showpeople SPD (otherwise known as the 'Allocation Scheme SPD').

Dear Sir/Madam,

I am writing to invite you to take part in Runnymede Borough Council's public consultation on two draft planning documents:

- the draft Runnymede Energy Supplementary Planning Document (SPD); and
- the draft Runnymede Pitch and Plot Allocation Scheme for Gypsies, Travellers and Travelling Showpeople SPD (otherwise known as the 'Allocation Scheme SPD').

Both documents have been produced to help developers, local communities, decision-makers and other built environment stakeholders get a better understanding of how certain policies in the [Runnymede 2030 Local Plan](#) should be interpreted and applied.

The draft Energy SPD seeks to support the implementation of energy-related criteria in Policy SD7: Sustainable Design; and the entirety of Policy SD8: Renewable and Low Carbon Energy. The SPD identifies the various energy-related planning policy requirements; sets out information which should be included within Energy Statements and energy information submitted with planning applications to demonstrate policy compliance; provides a questionnaire that can be used for non-major development proposals to demonstrate that energy and sustainable design issues have been fully considered; and provides detailed guidance on achieving energy efficient, low and net zero carbon development.

The draft Allocation Scheme SPD supports the implementation of Policy SL22: Meeting the Needs of Gypsies, Travellers and Travelling Showpeople. The SPD seeks to provide further clarity on how the part of the policy on p110 of the Local Plan, which is concerned with the provision of new pitches and plots on sites allocated through the Local Plan, should be implemented.

The consultation runs until **11.59pm on Wednesday 31 July 2024**.

For a more detailed description of each SPD, to view the draft SPDs and their supporting documents, and see how to make comments, please visit the relevant consultation website, both of which can be accessed at:

www.runnymede.gov.uk/say/consultations-surveys.

Public access computers are also available in the Borough's libraries: [Addlestone Library](#); [Egham Library](#); [Chertsey Library](#); [New Haw Community Library](#); and [Virginia Water Community Library](#); where you will also be able to view hard copies of the SPDs and pick up response forms. Hard copy documents are also available to view at the Council offices at the Civic Centre, 40-42 Station Road, Addlestone.

All comments received will be carefully considered as part of the process for preparing the final SPD documents. Please note that copies of comments received during the course of the consultation, or a summary of them, will be made available for the public to view on the Council's website. Responses must be attributable to named individuals or organisations, but personal details will be redacted prior to publishing.

Data will be processed and held in accordance with the Data Protection Act 2018 and the General Data Protection Regulations 2018. View our full Privacy Notice for further details – www.runnymede.gov.uk/council-local-democracy/privacy-statement.

If you need help with your representation, please contact the Customer Services team in the first instance on 01932 838383 or email planningpolicy@runnymede.gov.uk.

Thank you in advance for taking the time to respond.

Yours sincerely

The Planning Policy Team

Runnymede Borough Council