



Windlesham Parish Council

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The Council Offices
The Avenue
Lightwater
Surrey
GU18 5RG

15th January 2025

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 Lightwater Library, Guildford Road, Lightwater **20th January 2025 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 19th January 2025. 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. **To consider a motion from Windlesham Village Councillors regarding the use of landfill material on the Heathpark Wood SANG Site**
6. **To consider a response to a Runnymede Borough Council consultation:** Potential Locally Listed Building Designations: revised list of Non-Designated Heritage Assets (NDHAs) in Englefield Green

7. **To consider a response to a Runnymede Brough Council consultation:** Thorpe Conservation Area: Conservation Area Appraisal and Management Plan
8. **To consider a response to a Bracknell Forest Council consultation:** update of the Thames Basin Heath Special Protection Area Supplementary Planning Document (SPA SPD)
9. **To consider planning applications and planning appeals received prior to this meeting:**

	Bagshot Applications		
25/0001/FFU	14 Cedar Close, Bagshot, Surrey, GU19 5AD Erection of a part single/part two storey side/rear extension, conversion of garage into habitable accommodation, changes to fenestration and internal alterations.	FPA	3 rd February 2025
	Lightwater Applications		
25/0013/FFU	20 Mount Pleasant Close, Lightwater, Surrey, GU18 5TP Erection of single storey rear extension following demolition of existing sun lounge.	FPA	7 th February 2025
25/0009/PMR	9 Fox Covert, Lightwater, Surrey, GU18 5TU Application to remove condition 4 (new windows) in relation to application 23/0421/FFU Erection of a first floor extension including ground floor alterations and erection of an outbuilding.	Relaxation/Mo dification	7 th February 2025
25/0008/FFU	112A Ambleside Road, Lightwater, Surrey, GU18 5UE Erection of single storey side extension and covered porch, roof lights to existing side extension and changes to fenestration.L	FPA	7 th February 2025
24/1284/DTC	160 Macdonald Road Lightwater Surrey GU18 5YB Submission of details to comply with condition 4 (tree protection plan) attached to planning permission 24/0776/FFU for Erection of single storey rear extension and garage conversion with insertion of rooflights.	Details to comply	
24/1267/FFU	110 Ambleside Road, Lightwater, Surrey, GU18 5UL Change of use of a private residential dwelling house (Class C3) to a small children's home with private residential house (Class C2) with no material changes internally or externally.	FPA	10 th February 2025
	Windlesham Applications		
25/0025/FFU	19 Updown Hill, Windlesham, Surrey, GU20 6DL Part garage conversion to create bathroom and utility.	FPA	10 th February 2025

Item 5: To consider a motion request from Windlesham Village Councillors regarding the use of landfill material on the Heathpark Wood SANG Site

Motion:

Windlesham Village Councillors request that the Planning Committee note the local concern regarding the use of landfill material on the HPW SANG site, as evidenced by the accompanying photos and consider the following motion.

1. The Committee is asked to consider writing to Surrey Heath Borough Council (SHBC) and Persimmon Homes, requesting:
 - An explanation of the circumstances leading to the use of landfill material.
 - Information on the actions being taken to address and remedy the issue.
2. Seek clarification from SHBC Planning Enforcement on any regulatory measures being undertaken to resolve the matter.





Key Points for Discussion

1. Permission's e-mail dated 7th January 2025

In response to an e-mail from Cllr Lewis, dated 7th January 2025, Permission confirmed that:

- The imported material is being used solely to construct a temporary haul road and is not intended for the construction of the noise bunds.
- The haul road will be excavated as the work progresses, with the material being transported to a licensed landfill site once it is no longer required.
- This imported material is brought to the site under the U1 exemption, which permits the use of suitable waste in construction as a recovery activity.
- Permission also referenced their pending planning application.

A copy of the email has been circulated to the Planning Committee for review.

2. Potential Issues/Questions to Address in correspondence

- What evidence is available to confirm that the deposited material is not contaminated (e.g., visible plastics in the photos)?
- Have SHBC conducted sample testing of the material? If not, can it be requested that they do so?
- Does the material fall under the U1 exemption referred to in Permission's email dated 7 January? Plastics, for instance, are not listed in the categories of permitted materials.
- What certification does the contractor have to release this material on-site? Who issued it, and has it been shown to Persimmon?
- Are Persimmon and their contractors permitted to commence work? Have all planning conditions been signed off by SHBC?

3. Correspondence

The Committee may want to consider writing to the Head of Corporate Enforcement, copying in the Head of Planning and the Environmental officer. However, members can share their preferences at the meeting.

Item 6: To consider a response to a Runnymede Borough Council consultation: Potential Locally Listed Building Designations: revised list of Non-Designated Heritage Assets (NDHAs) in Englefield Green

Members have been invited to respond to a Runnymede Borough Council consultation. Members are asked to read the communication from Runnymede Borough Council below and decide whether they wish to make representation:

The Council locally lists buildings and structures, in line with Policy EE8 (Locally Listed and other Non-Designated Heritage Assets) of the adopted Runnymede 2030 Local Plan, to ensure that the historic and architectural interest of buildings and structures that aren't statutorily listed but are nonetheless considered to be of 'local importance', are recognised in the planning process.

Local listing is a way of ensuring that owners and decision makers are aware that the building(s) is considered to make a positive contribution to its local character and sense of place because of its heritage value. Whilst local listing provides no additional planning controls, the fact that a building or structure is on a local list means that its conservation as a heritage asset can be a material consideration when determining planning applications i.e., one which is relevant to making the planning decision in question.

Englefield Neighbourhood Forum produced a Non-Designated Heritage Asset list to support policy HE2 of the Englefield Green Village Neighbourhood Plan. Runnymede Borough Council and Surrey County Council objected to this list as it was considered that a significant number of the assets proposed for designation lacked the special architectural, historic or local significance that merits and justifies such a designation.

As part of the Examination of the Englefield Green Village Neighbourhood Plan, the Examiner invited the Forum to review the content of the Non-Designated Heritage Asset list and to prepare a note identifying the eligibility of each of the assets against a set list of criteria. This review resulted in the Forum submitting a revised list of Non-Designated Heritage Assets in June 2023 which removed 71 assets from this original list.

RBC wrote to the Examiner in July 2023 to ask for an opportunity for officers to review this updated NDHA list. This was agreed and, as a result, officers met with the Forum in July 2023, to discuss the issue. At the meeting, it was agreed that an independent review of the list of NDHAs would be undertaken at the Council's expense and that the wording of Policy HE2 of the adopted Neighbourhood Plan (<https://www.runnymede.gov.uk/downloads/file/2240/egvnp-adoption>) would also be amended to reflect this change. The review of the NDHA list took place separately from the Neighbourhood Plan process so that it wouldn't result in delays to the adoption of the Neighbourhood Plan.

The Council undertook an initial desk-top review of the proposed list of Non-Designated Heritage Assets, and then asked the Council's heritage consultants (Essex County Council's Place Services) to do a more in-depth review, including site visits where required, of this initially reduced list of potential heritage assets. In September 2024 Essex Place Services provided the Council with their findings. Their report proposes listing 80 heritage assets as Non-Designated Heritage Assets.

The Council is seeking the views of the public on this [proposed list of additional Non-Designated Heritage Assets](#). There is also [a second list of potential assets that were assessed but were deemed to not be suitable for designation](#). More information about this consultation can be found on the Council's website: <https://www.runnymede.gov.uk/planning-policy/conservation-areas-listed-buildings/3>.

A hard copy of the assessment documents can be viewed at the Civic Centre in Addlestone upon request.

Consultation: seeking your views

The Council is seeking the views of local residents and other interested parties. If you have any comments on the proposed inclusion of your (or any other of the proposed) assets on the Locally Listed Buildings List, then you can respond to us via:

Email: planningpolicy@runnymede.gov.uk

Or

Post:

Runnymede Borough Council Planning Policy Team

Civic Centre,

Station Road,

Addlestone,

KT15 2AH

Questions you may wish to consider are:

- Do you agree that proposed list of assets are worthy of inclusion on this list? If not, please explain why you think that this asset shouldn't be included on this list.
- Do you think the information provided is correct or does any of it need to be amended? Please outline what you consider these amendments should be.
- Is all the relevant information contained in the assessments, or is there more that needs to be added? Please provide further information relating to the proposed change (s).

Other general comments are also welcome.

Responses should be received by Friday 21st February 2025. If you have any queries in relation to this matter, please contact the Planning Policy Team via the email address shown above or by calling 01932 425 239.

Yours faithfully,

Mike Corbett MRTPI | Principal Planning Policy Officer | Runnymede Borough Council

01932 838383 | Direct line: 01932 425239 | www.runnymede.gov.uk

Item 7: To consider a response to a Runnymede Brough Council consultation: Thorpe Conservation Area: Conservation Area Appraisal and Management Plan

Members have been invited to respond to a Runnymede Borough Council consultation. Members are asked to read the communication from Runnymede Borough Council below and decide whether they wish to make representation:

The Council is required, as per [section 69 of the Planning \(Listed Buildings and Conservation Areas\) Act 1990](#), from time to time to 'determine which parts of their area are areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. In addition, it is the duty of a local planning authority from time to time to review these past designations and determine whether any changes to the Conservation Area boundaries are required.

The draft Conservation Area Appraisal and Management Plan (CAAMP) and a map showing the potential Conservation Area (which can be viewed via this webpage:

<https://www.runnymede.gov.uk/planning-policy/conservation-areas/7>) identifies why the area is considered to be significant and provides the context to the development of the Thorpe Conservation Area, including its history. A hard copy of the CAAMP and map can also be viewed upon request at the Civic Centre in Addlestone.

It should be noted that if the proposed amendments to the Conservation Area are adopted, then this is a Local Land Charge that would appear in property searches within the Conservation Area and would also be a consideration when the Council determines planning applications both within the Conservation Area, and within nearby areas where proposals could affect the setting of the Conservation Area.

Consultation: seeking your views

The Council is seeking the views of local residents and other interested parties. If you have any comments on the proposed Conservation Area, then you can respond to us via:

Email: planningpolicy@runnymede.gov.uk

Or

Post:

Runnymede Borough Council Planning Policy Team

Civic Centre,

Station Road,

Addlestone,

KT15 2AH

Questions you may wish to consider are:

- Are the proposed changes to the boundaries suitable or should different / no changes be made?
- Is all relevant information contained in the CAAMP? If not, what additional information should be added in?

Other general comments are also welcome.

A public meeting featuring a presentation and question and answer session in relation to the CAAMP will be held on Thursday 23rd January 2025 at 7pm at:

The Rutherwyke Room,

St. Mary's Church,

Thorpe,

TW20 8TQ

Responses should be received by Friday 21st February 2025. If you have any queries in relation to this potential designation, please contact the Planning Policy Team via the email address shown above or by calling 01932 425 239.

Yours faithfully,

Mike Corbett MRTPI | Principal Planning Policy Officer | Runnymede Borough Council

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Item 8- To consider a response to a Bracknell Forest Council consultation: update of the Thames Basin Heath Special Protection Area Supplementary Planning Document (SPA SPD)

Members have been invited to respond to a Bracknell Forest Council consultation. Members are asked to read the communication from Bracknell Forest Council below and decide whether they wish to make representation:

Bracknell Forest Council is publishing a draft Thames Basin Heath SPA SPD which will provide further guidance to supplement policies LP31 and LP32 in the recently adopted [Bracknell Forest Local Plan \(2024\)](#).

The public consultation will run from **Wednesday 15th January 2025 at 10am until Wednesday 12th February 2025 at 5pm.**

All responses to the consultation will be considered in producing the final version of the SPD.

Options to comment are either:

Online: as part of the event

Email: the response form (attached) to development.plan@bracknell-forest.gov.uk

The draft SPD:

- Provides updated information on Suitable Alternative Natural Greenspace (SANG) capacity, SANG provision and SANG contributions
- Updates the information on SAMM contributions
- Includes updated maps and information about new SANGs (since 2018) and groupings of SANGs which form SANG networks.
- Brings the Natural England guidance on air quality effects on habitats sites (issued in 2021) into the SPD
- Provide other general and factual updates.

The consultation can be accessed from: <https://consult.bracknell-forest.gov.uk/kpse/event/A756E6EA-3910-4D70-962F-8D86540FC666>