



**Windlesham Parish Council**

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The Council Offices  
The Avenue  
Lightwater  
Surrey  
GU18 5RG

29<sup>th</sup> April 2026

**To: Cllrs Du Cann, Harris, Marr, Turner and White**

**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 **6<sup>th</sup> May 2026 at 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](mailto:clerk@windleshampc.gov.uk) by 5pm on the 5th May 2026. 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. **To elect a Chair of the Committee for the ensuing year.**
2. **To elect a Vice Chair of the Committee for the ensuing year.**
3. **Apologies for absence**
4. **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)
5. **Public question time**
6. **To note the Committee's Terms of Reference**
7. **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

8. **To discuss a proposal from Surrey County Council: Surrey Heath District Transportation Office and Highway Depot, 2 London Road, Bagshot, Surrey, GU19 5HN**

Permanent retention of a single-storey building for mortuary and office uses which was granted temporary permission under ref: SU/21/0415/PCM dated 13 July 2021; installation of modular extension units comprising a post-mortem suite, digital autopsy unit, covered walkway and bin store; and the associated building and infrastructural works.

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

<b>Bagshot Applications</b>			
26/0258/FFU	<b>Windlesham Golf Club , Grove End, Bagshot, Surrey, GU19 5HY</b> Erection of a single storey glass structure extension for external dining, and associated works.	FPA	19 <sup>th</sup> May 2026
26/0279/ADV	<b>148 London Road, Bagshot, Surrey, GU19 5DF</b> Application for advertisement consent for the addition of 1x static led fascia sign, vinyl text to windows, poster fascia boards to windows, 1x non illuminated fascia sign to rear and replacement of 2x vinyl signs on totem pole.	Advert	19 <sup>th</sup> May 2026
26/0338/FFU	<b>134 London Road, Bagshot, Surrey, GU19 5BZ</b> Erection of a self-build detached dwelling with detached garage following subdivision of existing plot following demolition of existing garage.	FPA	20 <sup>th</sup> May 2026
26/0336/FFU	<b>Orchard Lodge, 32 Higgs Lane, Bagshot, Surrey, GU19 5DP</b> Erection of a replacement dwelling, conversion of retained garage into ancillary storage with insertion of roof lights and change to materials, relocation of access gates and associated hard and soft landscaping.	FPA	21 <sup>st</sup> May 2026
26/0341/CES	<b>109 London Road, Bagshot, Surrey, GU19 5DH</b> Certificate of lawfulness for the proposed erection of a side extension to form garage following partial demolition of existing timber garage.	Certificate Proposed Development	
<b>Lightwater Applications</b>			
26/0323/FFU	<b>29 Birchwood Drive, Lightwater, Surrey, GU18 5RX</b> Erection of a single storey rear extension, single storey side extension, first floor side extension over existing garage, part conversion of garage into habitable accommodation and new porch.	FPA	15 <sup>th</sup> May 2026
26/0327/DTC	<b>140 Guildford Road, Lightwater, Surrey, GU18 5RW</b>	Details to comply	

	Submission of details to comply with condition 3 (soil analysis) attached to planning permission 25/0788/FFU for Erection of raised decking and landscaping works including increased levels to the rear garden.		
26/0346/DTC	<b>162 Macdonald Road, Lightwater, Surrey, GU18 5YB</b> Submission of details to comply with condition 5 (foundation design) relating to 24/1087/FFU for the erection of a two-storey rear extension maintaining the existing eaves and main ridge height with rear roof dormer and balcony, enlargement of existing front dormers, insertion of roof lights, and erection of a detached double garage following demolition of existing rear extension and detached garage.	Details to comply	21 <sup>st</sup> May 2026
26/0347/FFU	<b>38 Broom Field, Lightwater, Surrey, GU18 5QN</b> Erection of a single storey rear extension following demolition of existing conservatory and fenestration changes.	FPA	21 <sup>st</sup> May 2026
26/0356/DTC	<b>Atv Go Karts Ltd, Blackstroud Lane East, Lightwater, Surrey, GU18 5XR</b> Submission of details to comply with condition 9 (CEMP) and condition 10 (lighting) relating to 24/1026/FFU for the demolition of the 3 existing buildings (Sui Generis), with the erection of two replacement buildings to be used as a flexible Class B8/E use.	Details to Comply	
<b>Windlesham Applications</b>			
26/0286/FFU	<b>1 Highwaymans Ridge, Windlesham, Surrey, GU20 6JY</b> Erection of single storey rear extension following demolition of existing conservatory.	FPA	11 <sup>th</sup> May 2026
26/0297/DTC	<b>Oakwood, Chertsey Road, Windlesham, Surrey, GU20 6HY</b> Submission of details to comply with condition 6 (surface water drainage) attached to planning permission 25/1137/FFU for Erection of an earth-sheltered structure and associated landscaping following demolition of existing pool house and swimming pool.	Details to comply	11 <sup>th</sup> May 2026
26/0321/FFU	<b>Hatton Court, Hatton Hill, Windlesham, Surrey, GU20 6AD</b> Part retrospective application for replacement of front porch, brick infill of garage door, installation of rooflights to first and second floor and alterations to existing wall piers and entrance gates.	FPA	19 <sup>th</sup> May 2026

26/0331/DTC	<p><b>Heathpark Wood, Heathpark Drive, Windlesham, Surrey</b></p> <p>Submission of details pursuant to Condition 30 (bus stops) of permission 15/0590 (relating to outline planning permission for the erection up to 140 dwellings and community facilities, with associated landscaping, open space, car parking and access from Woodlands Lane, and use of land to provide publicly accessible recreation space (SANG) - details of access only to be agreed)</p>	Details to comply	19 <sup>th</sup> May 2026
26/0317/DTC	<p><b>Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS</b></p> <p>Submission of details to comply with condition 14 (Archaeology) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane.</p>	Details to comply	
26/0328/DTC	<p><b>Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS</b></p> <p>Submission of details to comply with condition 4 (fenestration detail) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane.</p>	Details to comply	

# **Windlesham Parish Council**

## **Planning Committee – Terms of Reference 2026-2027**

**The role of the Planning Committee is to ensure that Windlesham Parish Council makes full representations on all planning matters that affect the Parish of Windlesham.**

1. Membership of the committee will consist of a maximum of 9 members, consisting of a maximum of 3 representatives from each village. To ensure that each village remains adequately represented in the event of a member's absence, any nominated substitute must be a member of the same village committee as the original appointed representative.
2. The Chairman and Vice-Chairman of the Council, if not nominated members of the committee, may attend as ex-officio members.
3. Membership of the committee will be determined at the Annual Meeting of the Council and casual vacancies shall be filled from the membership of Full Council.
4. Non-members of the Council may be appointed to serve on the Committee in an advisory capacity. Such appointments shall be made by recommendation to Full Council and confirmed by a resolution of the Council.

Non-councillor members, advisory members, subject-matter experts and other invited attendees shall withdraw from the meeting for any item of confidential or exempt business unless the Committee resolves that their continued attendance is necessary for that item. Any person permitted to remain must comply with the Council's confidentiality and data protection requirements and must not disclose confidential information or personal data without lawful authority.

### **FUNCTIONS:**

#### **The committee shall:**

- a) Operate in accordance with Local Government Law and in accordance with the Council's Standing Orders and Financial Regulations.
- b) Appoint sub-committees or working parties to undertake any specific project work as required.
- c) The committee shall have spending powers to a maximum of £500. The committee shall make recommendations to Full Council on all expenditure in excess of this sum.
- d) Consider and make representations on planning applications.
- e) Make representations on planning appeals notified to the Parish Council and attend public inquiries if considered necessary.
- f) Represent the Council upon all matters relating to local authority development plans.
- g) To recommend all matters in relation to street naming to Full Council.
- h) Manage the Neighbourhood Planning and Village Design Statement processes.
- i) Develop and maintain a list of Community Assets for nomination to SHBC.

- j) Manage the Planning budget (if any) and vire, where necessary, between budget lines held and managed by the committee.
- k) Undertake project work outside of the above remit as directed by Full Council.
- l) Review the Terms of Reference annually and make recommendations to Full Council.

**The Chairman of the Committee shall:**

- a) Agree the minutes of the Planning Committee at each Full Council meeting, subject to approval.

**Item 8- To discuss a proposal from Surrey County Council: Surrey Heath District Transportation Office and Highway Depot, 2 London Road, Bagshot, Surrey, GU19 5HN** Permanent retention of a single-storey building for mortuary and office uses which was granted temporary permission under ref: SU/21/0415/PCM dated 13 July 2021; installation of modular extension units comprising a post-mortem suite, digital autopsy unit, covered walkway and bin store; and the associated building and infrastructural works.

**Members are asked to decide if they wish to submit comments regarding the following proposal from Surrey County Council.**

Our ref: /SCCRef-2026-0049/SU/

Your ref:

27 April 2026

Dear Mr Price

**TOWN AND COUNTRY PLANNING ACT 1990  
CONSULTATION ON CURRENT APPLICATION**

**SITE: Surrey Heath District Transportation Office and Highway Depot, 2 London Road, Bagshot, Surrey, GU19 5HN**

**PROPOSAL: Permanent retention of a single-storey building for mortuary and office uses which was granted temporary permission under ref: SU/21/0415/PCM dated 13 July 2021; installation of modular extension units comprising a post-mortem suite, digital autopsy unit, covered walkway and bin store; and the associated building and infrastructural works.**

**APPLICANT: SCC Property**

**GRID REF: 491393 163975**

The above application for planning permission has been received in this department and falls to be determined by the County Planning Authority.

The planning application documents/plans will need to be downloaded from our website:

<https://planning.surreycc.gov.uk/Planning/Display/SCCRef-2026-0049>

I would be glad to receive any observations which you may wish to make so that these can be taken into account when the proposals are formally considered by the County Planning Authority. Could you please let me have a reply **within 21 days** of the date of this letter. If no response is received within 21 days it will be assumed that you have no objection to the proposal.

You can now send your comments via our website using this link (unique to you and this round of consultation): <https://planning.surreycc.gov.uk/Planning/Consultee/48B5950F-3EB5-4E88-935F-794B12A7C004 2>