



Windlesham Parish Council

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The Council Offices
The Avenue
Lightwater
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GU18 5RG

16th September 2026

To: Cllrs Du Cann, Harris, Marr, Stevens, Turner, Wheeler 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 The Church Centre, St Anne's Church, Church Road, Bagshot **22nd September 2026 6:30pm** 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 12pm on the 22nd September 2026. Please note that the name of the person submitting the representation will be read aloud at the meeting unless anonymity is requested in writing at the time of submission. All public representations, whether written or verbal, are limited to 450 words or a maximum of three minutes.

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 participation 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 Runnymede Local Plan Scoping Consultation**
- 6. To consider a Surrey Heath Borough Council Planning Policy Consultation regarding the Local Plan Review Scoping and Engagement**

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

	Bagshot Applications		
26/0801/DTC	47 Guildford Road, Bagshot, Surrey, GU19 5JW Submission of details to comply with condition 4 (landscaping), condition 6 (LEMP), condition 8 (surface water drainage), condition 9 (contamination) pursuant to application 23/0256/FFU for the demolition of existing public house (Sui Generis) and construction two detached and one pair of semi detached 4 bed houses with associated vehicle parking, landscaping, bin and cycle stores.	Details to comply	
	Lightwater Applications		
26/0776/CES	Lightwater War Memorial, Guildford Road, Lightwater, Surrey Certificate of lawfulness for the proposed repairs to existing war memorial.	Certificate Proposed Development	
26/0821/DTC	Holly Lodge, Catena Rise, Lightwater, Surrey, GU18 5RD Submission of details to comply with condition 4 (landscaping) and condition 7 (tree protection) attached to planning permission 25/1008/FFU (appeal reference 6002682) for the erection of part single, part two storey side extension and subdivision of residential unit to form two residential dwellings following demolition of existing extension and garage.	Details to comply	
	Windlesham Applications		
26/0771/NMA	Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS Non-material amendment to planning permission 23/0080/FFU for minor amendments to the consented site layout and alterations to the external envelope of buildings.	Non Material Amendment	
26/0809/CEU	Windlesham Garden Centre, London Road, Windlesham, Surrey, GU20 6LL Certificate of lawfulness for the existing use of land for agriculture, garden centre, car wash, commercial/retail and ancillary car park (Sui Generis).	Certificate of Existing Use	
26/0810/CEU	Windlesham Garden Centre, London Road, Windlesham, Surrey, GU20 6LL Certificate of lawfulness for the existing use of land for agriculture, garden centre, car wash, commercial/retail and ancillary car park (Sui Generis).	Certificate of Existing Use	

8. Exclusion to the press and public – To exclude members of the public, including the press, for consideration of items excluded under s1(2) of the Public Bodies (Admission to Meeting) Act 1960.

9.To consider reasons for Councillor absences.

Item 5 – To consider a Runnymede Local Plan scoping consultation

Members have been invited to respond to a Runnymede Borough Council Planning Consultation regarding their new Local Plan and asked if they would like to submit a response.



Good afternoon,

Runnymede Local Plan Scoping Consultation

Runnymede Borough Council is preparing a new Local Plan covering a minimum 10-year period, and is now inviting views as part of a 'scoping consultation' to help shape its future content.

The Local Plan will guide how Runnymede grows and develops over the coming years, including where new homes, workplaces, infrastructure and community facilities should be located. It will be the area's main planning document and used to help determine planning applications.

What is a scoping consultation and why should you get involved?

At this very early stage of preparing the Local Plan, this consultation provides an initial opportunity for residents, businesses, landowners, developers and other stakeholders to help identify the key issues, opportunities and challenges that the new Local Plan should address.

The consultation seeks views on:

- the matters relevant to the preparation of the Local Plan, including what the Plan should contain;
- which organisations and bodies should be consulted, and how the Council should engage with stakeholders during the preparation of the Local Plan.

It should be noted that at this stage, the Council is not making decisions about specific development sites.

The consultation is open from Monday 7th September 2026 until 11.59pm on Monday 12th October 2026.

Consultation documents

As part of the consultation, we are making the following documents available for comment:

- The Local Plan Scoping Consultation Document
- The Draft Engagement Strategy
- The Strategic Cross-Boundary Matters Scoping Statement
- The Sustainability Appraisal (incorporating Strategic Environment Assessment) Scoping Report

How to get involved

You can view all of the above listed documents and respond to the consultation at the following website:

www.runnymede.gov.uk/local-plan/scoping

You do not have to comment on the content of every document, and whilst there are a series of questions available to respond to within the Local Plan Scoping Consultation Document, it is up to you which ones and how many you choose to respond to. After the consultation closes, all feedback will be reviewed and used to inform the next stage of Plan preparation.

We encourage comments to be submitted via the online response form. There is also a Word version of the form available on the website which you can download, and you can also:

- Email your comments to planningpolicy@runnymede.gov.uk. Please include "Runnymede Local Plan Scoping Consultation Response" in the subject line.

- Write to: The Planning Policy Team, Runnymede Borough Council, Civic Centre, Station Road, Addlestone, Surrey, KT15 2AH.

More information about the consultation and the new Local Plan is available on the [FAQs page](#)

The Council has also published a range of [evidence base documents](#) since plan preparation began, which provide important evidence on a range of matters which will help underpin future site allocations and local policies. The Council is also happy to receive comments on any parts of the evidence base during the course of this consultation, under '**Any other views**' in the response form.

Call for Sites (including Local Green Space nominations)

Alongside this consultation, we are also inviting submissions through our Call for Sites process.

The Call for Sites gives landowners, developers, residents, agents and other interested parties the opportunity to suggest land that may be suitable for future development. Sites submitted will be assessed by the Council as part of the preparation of the next Strategic Land Availability Assessment and Local Green Space Assessment.

The following website provides more details, and describes the variety of different uses (e.g. housing, employment, retail, green space) we're interested in received submissions for:

[Call for sites and local green spaces](#)

We're also inviting nominations for 'Local Green Space (LGS)'. This designation offers a high degree of protection to areas of importance to the local community against certain forms of development, providing that they

meet certain criteria. More details about the nomination process, and the form, are available at the website above.

Availability of documents

Paper copies of the consultation documents are available on request or can be viewed at:

- the Runnymede Borough Council Offices, Civic Centre, Station Road, Addlestone, KT15 2AH, during normal opening hours
- the Borough's libraries in Addlestone, Chertsey, Egham, Virginia Water, and New Haw.

Drop-in events

Would you like to speak to a council officer about the preparation of the next Local Plan? We are holding a number of drop-in events at different times and locations across the Borough during the consultation period:

- Wednesday 9 September 11am - 2pm: The Literary, Institute, High Street, Egham
- Tuesday 15 September 11am - 1pm: Chertsey Hall Heriot Road, Chertsey
- Thursday 17 September 6 - 8pm: Runnymede Civic Centre Station Road, Addlestone
- Tuesday 29 September 4 - 6pm: Virginia Water Community Centre, Beechmont Avenue, Virginia Water

Stay informed

We will regularly update the new Local Plan pages on our website, including the [timetable and key milestones](#), so that you can keep up to date with the progress of the plan.

You are receiving this notification because your details are held on the Council's Planning Policy consultation database, or you are considered to be a

'consultation body' or statutory consultee in accordance with planning regulations.

If you no longer wish to receive updates about planning policy consultations and Local Plan preparation, please email planningpolicy@runnymede.gov.uk and we will update our records.

Equal opportunities and other assistance

If you require documents in an alternative format, need assistance taking part in the consultation, or require any other information, please contact the Planning Policy Team by email at planningpolicy@runnymede.gov.uk, by post or by telephone on 01932 838383.

Yours sincerely,

The Runnymede Planning Policy Team

Privacy statement/data protection

The information you provide as part of this consultation will be used to inform the preparation of the new Runnymede Local Plan. We comply with the principles of the Data Protection Act 2018 and UK General Data Protection Regulation and UK GDPR.

Consultation responses will be used to support evidence-based decision making and may be summarised in reports published as part of the Local Plan process. Personal information will be handled in accordance with our data protection policies.

We will only retain personal data for as long as necessary and in accordance with the Council's retention and information security procedures.

Please refer to our [Privacy Notice](#) for further details on how we collect, use and protect your personal data.

Item 6 – To consider a Surrey Heath Borough Council Local Plan Review Scoping and Engagement Strategy Consultation

Members have been invited to respond to a Surrey Heath Borough Council Planning Consultation regarding the Local Plan Review Scoping and Engagement and asked if they would like to submit a response.



Surrey Heath Borough Council Planning Policy Consultations

Local Plan Review Scoping and Engagement Strategy Consultation

You've been invited to participate in the **Local Plan Review Scoping and Engagement Strategy Consultation** by the consultation manager, Surrey Heath Borough Council.

This consultation is open for the submission of representations from 14 Sep 2026 at 12:00 to 19 Oct 2026 at 12:00.

Dear Consultee,

Surrey Heath Local Plan Review Consultation

We are writing to notify you of a new planning policy consultation seeking your early input into the type of development which should take place and where it should take place in the Borough up to 2040. We will also be undertaking a 'Call for Sites' exercise as set out below.

The Council has started work on preparing a new local plan to be called the Local Plan Review 2040. Local Plans help guide future development across an area and set out planning policies and site allocations against which planning applications are decided.

The Council is required by Government to start this Local Plan Review even though we are still progressing the Surrey Heath Local Plan 2019 – 2038 which we anticipate will be adopted by the end of this year.

Scoping and Engagement documents

To help inform decisions on what the Local Plan Review should contain we are seeking views on the key planning matters that you think that the Review should address through consultation on a Local Plan Review Scoping document. Alongside this, we are also seeking your views on how you would like to be engaged in the local plan review process and have published a Draft Local Plan Engagement Strategy for comments.

The deadline for comments is noon on **Monday 19th October 2026**.

The consultation documents can be viewed via our [Consultation](#) webpage which will take you to our [consultation portal](#) where you can register to make comments. This is the Council's preferred method for receiving representations. However, if you are unable to use the consultation portal you may submit your comments by email to planning.consultation@surreyheath.gov.uk or by post to Planning Policy and Sustainability Team, Surrey Heath Borough Council, Surrey Heath House, Knoll Road, Camberley, GU15 3HD

Please see our [Planning Policy Privacy Notice](#) for details as to how we will treat your data.

We have published a [Notice of Scoping](#) which is also set out below. This sets out where hard copies of the documents can be viewed across the Borough and also that you may request to be notified when future stages in the plan-making process take place.

Further information on the Local Plan Review including our timetable and a set of Frequently Asked Questions can be found from our [Local Plan Review](#) webpage.

Call for Sites

Alongside the Scoping consultation, the Council will also be undertaking a Call for Sites exercise whereby we are inviting landowners, developers, businesses, community groups and other interested parties to suggest land or sites that may have potential for future development for housing, employment or other uses.

Further information can be found on our [Call for Sites](#) webpage. The Call for sites will open on 21st September and the deadline for submitting sites is 2nd November 2026.

If you have any queries regarding the above please contact the Planning Policy and Sustainability Team by email at planning.policy@surreyheath.gov.uk or by telephone on 01276 707100.

Yours sincerely,

Surrey Heath Planning Policy and Sustainability Team

Surrey Heath Local Plan Review 2040

Notice of Scoping Consultation

Surrey Heath Borough Council is preparing a new Local Plan known as the Local Plan Review 2040.

The Scoping Consultation is the first consultation in preparing the Local Plan Review, and is being carried out under [Regulation 20](#) of the Town and Country Planning (Local Planning) (England) Regulations 2026.

Consultation period

The consultation opens 14th September and closes noon 19th October 2026.

Consultation matters

This consultation is seeking views on matters relevant to the preparation of the local plan including:

- What the Local Plan Review should contain, and
- How we should engage in preparing the Local Plan Review.

How to view the consultation materials

Consultation documents can be viewed via the Surrey Heath website [Local Plan Review](#) consultation page or directly on our [Consultation portal](#) page.

Hard copies are available to view at:

Surrey Heath Borough Council Offices, Surrey Heath House, Knoll Road, Camberley, GU15 3HD

- Opening times: Monday to Friday 9am to 1pm for face-to-face visits.

[Bagshot Village Community Library](#), High Street, Bagshot, GU19 5AH.

- Opening times: Monday, Tuesday, Wednesday, Friday, 2pm until 5pm; Thursday and Saturday, 10am until 1pm.

[Camberley Library](#), Knoll Road, Camberley, GU15 3SY.

- Opening times: Monday, Wednesday, Thursday, Friday, 9:30am until 5:30pm; Tuesday, 9:30am until 7pm; Saturday, 9:30am until 5pm.

[Frimley Green Library](#), Beech Road, Frimley Green, Camberley, GU16 6LQ.

- Opening times: Monday 1pm until 5pm. Tuesday, Thursday, Friday, 10am until 1pm and 2pm until 5pm.

[Lightwater Library](#), 83A Guildford Road, Lightwater, GU18 5SB.

- Opening times: Tuesday and Friday - 10am until 1pm and 2pm until 5pm; Saturday – 10am until 1pm.

Opening times may change so please check first.

How to respond

We would encourage responses to be made via our [on-line consultation portal](#)

You can also email your responses to planning.consultation@surreyheath.gov.uk or send them by post to:

Planning Policy and Sustainability Team

Built Environment and Regulation

Surrey Heath Borough Council

Surrey Heath House

Knoll Road

Camberley Surrey, GU15 3HD

Request to be notified

You can request to be notified when one or more of the following steps occur during the preparation of the Local Plan Review. If you are registered on our local plan database, we will automatically notify you of the consultation on the proposed local plan content and evidence ((i) in the list below), and on the proposed local plan ((iii) in the list below).

In this list:

‘Regulations’ refer to the [Town and Country Planning \(Local Planning\)\(England\) Regulations 2026](#)).

‘the Act’ refers to the [Planning and Compulsory Purchase Act](#) 2004 (as amended)

- (i) When the Council publishes the consultation on the proposed local plan content and evidence (the second formal public consultation on the Local Plan (under Regulation 23(1)(b) of the Regulations))
- (ii) When the Council publishes observations or advice received from a person appointed by the Secretary of State (under section 15CA(5) of the Act). This is also known as the Gateway 2 Assessment.
- (iii) When the Council consults on the proposed local plan (the third formal consultation on the Local Plan (under regulation 27(1)(b) of the Regulations)).
- (iv) When the Council submits the proposed local plan to the Secretary of State for independent examination (under section 15D(1) of the Act);
- (v) When the date, time and place of the Examination hearings and the name of the Examiner is published (under regulation 35(2) and regulation 35(1)(a) of the Regulations).
- (vi) If the local plan examination is paused by the Examiner so that further work can be carried out (under section 15D(7) and section 15DA of the Act);
- (vii) When a document or evidence is sent to the Examiner and/or published whilst the Examination is paused (under section 15DA(6) and 15DA(7) of the Act);
- (viii) When the Council publishes the Examiner’s recommendations and reasons (under section 15 D or 15DA and in accordance with section 15D(13) or section 15DA(10) of the Act);
- (ix) When the Council adopts the local plan (under Part 2 of Act).

Further Information

If you have any questions regarding the consultation or would like any further information, please contact the Planning Policy and Sustainability Team at the email above or on 01276 707100.