



Windlesham Parish Council

Joanna Whitfield
Clerk to the Council
Tel: 01276 471675
Email: clerk@windleshampc.gov.uk
Website: www.windleshampc.gov.uk

The Council Offices
The Avenue
Lightwater
Surrey
GU18 5RG

MINUTES OF A MEETING OF WINDLESHAM PARISH COUNCIL'S PLANNING COMMITTEE

Held on Wednesday 16th July 2025 at 11:00am at All Saints' Church Hall, Broadway Road, Lightwater

Bagshot Cllrs		Lightwater Cllrs		Windlesham Cllrs	
White	P	Turner	P	Marr	P
Du-Cann	P	Stevens	p		

In attendance: Sarah Wakefield- Assistant Clerk

Cllr Stevens took the Chair

P - present A – apologies PA – part of meeting - no information

.....

PLAN/25/15	Apologies for absence No Apologies.
PLAN/25/16	Declarations of interest Cllr Marr declared a pecuniary interest in application no. 25/0649/LLB and stated that she will recuse herself from the meeting when this application is discussed. Cllrs Du Cann, Stevens, Turner and White declared a non-pecuniary interest in application no. 25/0649/LLB as they know the applicant.
PLAN/25/17	Public question time No public questions.
PLAN/25/18	Exclusion of the press and public No Exclusions to the press and public.
PLAN/25/19	To consider planning applications and planning appeals received prior to this meeting:

	Bagshot Applications	
25/0633/FFU	<p>16 Butler Road, Bagshot, Surrey, GU19 5QF Erection of a single storey front extension, conversion of garage to habitable accommodation, and alterations to driveway.</p> <p>Members resolved to comment as follows:</p> <p>The property in question is already an extended five-bedroom house. The proposed development would further alter the character of the street particularly given its location within Connaught Park.</p> <p>The proposed extension appears to extend right up to the boundary, which raises concerns about restricting access to a neighbouring property.</p> <p>Members request that SHBC follow up on the objections raised by neighbouring residents and conduct a site visit to properly assess the impact of the proposal and determine the validity of the concerns raised.</p>	FPA
25/0645/FFU	<p>7 Hawkesworth Drive, Bagshot, Surrey, GU19 5QY Part garage conversion, alterations to front hardstanding and fenestration changes.</p> <p>No Objection</p>	FPA
	Lightwater Applications	
25/0629/FFU	<p>Land Rear Of 20 And, 22 Junction Road, Lightwater, Surrey, GU18 5TQ Erection of a detached chalet bungalow, with garage, parking and private amenity space.</p> <p>Objection for the following reasons:</p> <p>While the revised proposal may appear more modest than the previous application, it remains a two-storey dwelling which would occupy a significant portion of the plot. The site is located on an unmade road, where on-street parking is already in regular use by existing residents. Access for construction vehicles is also likely to be problematic. Importantly, the fundamental reasons for the previous refusal still apply.</p>	FPA
25/0647/FFU	<p>151 Ambleside Road, Lightwater, Surrey, GU18 5UN Application for the part demolition of 3no. chimney breasts (retrospective), 100mm increase to the main dwelling ridge height (retrospective), change in colour of roof tiles (retrospective) and the erection of an enclosed front porch.</p>	FPA

	No Objection	
25/0670/FFU	18 The Avenue, Lightwater, Surrey, GU18 5RF Erection of a single storey front porch extension. No Objection	FPA
25/0671/DTC	Hook Mill House, Hook Mill Lane, Lightwater, Surrey, GU18 5UD Submission of details to comply with condition 2 (surface water drainage) attached to planning permission 25/0248/FFU for Erection of a detached outbuilding (Retrospective). Members noted the Details to Comply and rely on SHBC to determine if they are sufficient for the condition to be discharged.	Details to Comply
25/0689/FFU	6 Bluebell Rise, Lightwater, Surrey, GU18 5YN Erection of single storey side extension and conversion of garage to habitable accommodation with changes to fenestrations. No Objection	FPA
25/0693/FFU	28 Northfield, Lightwater, Surrey, GU18 5YR Replacement solid roof and glazing to existing rear conservatory. No Objection	FPA
25/0515/CES	19 Mount Pleasant Close Lightwater Surrey GU18 5TP Certificate of lawfulness for the proposed extension to existing dropped kerb. No Objection	Certificate Proposed Development
Windlesham Applications		
25/0604/DTC	St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS Details pursuant to conditions 4 & 5 (CEMP and CTMP) of appeal ref.APP/D3640/W/24/3343307 (application ref.23/0581/FFU) allowed on the 25 November 2024 Members resolved to Comment as follows: Commencement: There is a lack of clarity on when the provisions in the CEMP/CTMP take effect. Conditions 4 and 5 provide that the CEMP/CTMP “shall be adhered to throughout the construction period of the development”. However, it is not clear when the construction period is deemed to start. In our view, the CEMP/CTMP should cover the preparation period when demolition takes place and trees are removed and this should be made clear in the document. This would include the provisions relating to community liaison, communication and complaints. Noise, vibration and dust: It is noted that measures have been included to minimise and monitor noise, vibration and dust. This is	Details to Comply

	<p>essential as this is a residential area, and a major development is currently taking place on the neighbouring Heathpark Wood site, with other developments approved on further sites adjoining this one. Piling, in particular, should be undertaken using methodologies which minimise noise and vibration.</p> <p>Parking: There is a concern that staff and contractors' cars could be parked on surrounding residential roads, although it is noted that the CTMP specifies (clause 4.2) that no contractor/staff parking will be permitted on Woodlands Lane. It is stated (clause 4.1) that "the site compound will provide parking for approximately 4 vehicles, for staff and contractors". It is not clear whether there will be 4 parking spaces in totality or whether these 4 spaces will be in addition to staff and contractor parking spaces. This should be clarified. It is stated that there could be up to 15 staff on site on any given working day (clause 4.31).</p> <p>Vehicle routing: It should be ensured that all construction traffic follows the designated routes. Large and heavily laden construction vehicles can create safety hazards if they use routes which have not been assessed and approved or ignore the 7.5T weight limit on Updown Hill.</p>	
25/0628/DTC	<p>St Margarets Woodlands Lane Windlesham Surrey GU20 6AS Details pursuant to condition 3 (SuDS) of ref.APP/D3640/W/24/3343307 (application ref.23/0581/FFU) allowed on the 25 November 2024</p> <p>Members resolved to Comment as follows:</p> <p>Condition 3 provides that no development shall take place until a detailed surface water drainage scheme for the site has been submitted and approved by SHBC. The SuDS Maintenance Manual, plans and diagrams which have been submitted are of a technical nature and we rely on the expertise of SHBC to ensure that they meet requirements. Members have noted that the submitted information does not appear to include the details required by part (d) of Condition 3. This requires "details of how the drainage system will be protected during construction and how runoff (including any pollutants) from the development site will be managed before the drainage system is operational." Members request that SHBC consider this point.</p>	Details to Comply
25/0676/DTC	<p>St Margarets Woodlands Lane Windlesham Surrey GU20 6AS Submission of details to comply with condition 12 (trees) attached to planning permission 23/0581/FFU for Erection of nine dwellings following demolition of existing dwelling.</p> <p>Members resolved to Comment as follows:</p> <p>Condition 12 provides that no development shall take place until a scheme of monitoring/supervision of arboricultural protection measures has been submitted and approved by SHBC. Members</p>	Details to comply

	<p>state that they rely on the expertise of SHBC to review the Arboricultural Method Statement and Scheme of Monitoring/Supervision for Tree Protection prepared by Wood Consulting dated 18 June 2025, to ensure that the remaining trees are protected, especially as a tree preservation order is in place.</p>	
25/0646/FFU	<p>Ribsdon Holt, The Clockhouse, Chertsey Road, Windlesham, Surrey, GU20 6HT Erection of a detached double garage and extension to driveway.</p> <p>Members resolved to Comment as follows:</p> <p>Members noted that it seems that the conditions for permitted development are not satisfied in this case, possibly due to the size and/or location of the double garage within the site. The proposed garage does not appear to be replacing an existing building on site. There is, therefore, a concern that the proposal could constitute inappropriate development within the Green Belt, resulting in harm to the openness of the Green Belt. If approved, a condition should be applied to ensure that the garage is not used as residential accommodation. It should be retained within the curtilage of the host dwelling and no separate curtilage should be created. At no time should the garage be sold, sub-let or rented out independently of the main dwelling.</p>	FPA
25/0699/FFU	<p>Woodlands House, Westwood Road, Windlesham, Surrey, GU20 6LX Erection of a part two storey, part single storey side extension with first floor balcony, following the demolition of an existing swimming pool wing and link extension. Installation of an enlarged rear terrace and outside covered entertainment area, to include an outdoor kitchen.</p> <p>No Objection with the following Comments:</p> <p>Planning permission has already been granted for a very similar application (24/0708/FFU). In the Officer's report for the previous application, it was noted that the increases in floor space and volume were less than 30% (25.7% and 18.7% respectively). Therefore, the extensions were deemed to be proportionate additions to the original building and not inappropriate development within the Green Belt. It is unlikely that the calculations will be materially different for this new application, but members request that SHBC check this point.</p>	FPA
25/0649/LLB	<p>Pound Meadow, Pound Lane, Windlesham, Surrey, GU20 6BP Listed Building Consent for repairs to the structural timber frame of the listed building.</p> <p><i>Cllr Marr left the meeting at 11:25</i></p> <p>No Objection</p>	Listed Building Consent (Alter/Extended)

There being no further business, the meeting closed at 11:26