



### **Windlesham Parish Council**

Joanna Whitfield  
Clerk to the Council  
Tel: 01276 471675  
Email: [clerk@windleshampc.gov.uk](mailto:clerk@windleshampc.gov.uk)  
Website: [www.windleshampc.gov.uk](http://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 29<sup>th</sup> July 2025 at 6:30pm at the Briars Centre, Briar Avenue, Lightwater.

<b>Bagshot Cllrs</b>		<b>Lightwater Cllrs</b>		<b>Windlesham Cllrs</b>	
White	P	Turner	P	Marr	P
Du-Cann	P	Stevens	P		

**In attendance:** Joanna Whitfield - Clerk

Cllr Stevens took the Chair

P - present

A – apologies

PA – part of meeting

- no information

.....

<b>PLAN/25/20</b>	<b>Apologies for absence</b>  No Apologies.
<b>PLAN/25/21</b>	<b>Declarations of interest</b>  None
<b>PLAN/25/22</b>	<b>Public question time</b>  No public questions.
<b>PLAN/25/23</b>	<b>Exclusion of the press and public</b>  No Exclusions to the press and public.
<b>PLAN/25/24</b>	<b>To consider making a response to a Surrey Heath Borough Council Planning Policy Consultation: Chobham Neighbourhood Plan 2024-2038</b>  <b>Members welcomed the publication of the Chobham Neighbourhood Plan and commended the work undertaken to develop a comprehensive document. The Plan demonstrates a clear commitment to managing future development sensitively and includes welcome commentary on flood risk, which is a significant concern in the local area.</b>  <b>However, Members noted that while the Plan offers limited support for development and includes consideration of flooding issues, it does not adequately address the ongoing and well-documented parking challenges</b>

	<p>within Chobham village centre. Further emphasis on sustainable transport and localised parking solutions would enhance the Plan's overall effectiveness and community benefit.</p> <p>In particular, the Council supports Policy CH1, point 2(f), which seeks to protect the Green Belt. This point is especially welcomed as it reflects the shared priority across rural parishes to safeguard open space and preserve the character of the local environment.</p>
<b>PLAN/25/23</b>	<b>To consider planning applications and planning appeals received prior to this meeting:</b>

	<b>Bagshot Applications</b>	
25/0722/CES	<p><b>Caldicot 6 Waverley Road Bagshot Surrey GU19 5JL</b>  Certificate of lawfulness for the proposed enlargement of existing side window, replacement of existing rear double doors to new bifold door and installation of new skylight on existing flat roof.</p> <p><b>NO OBJECTION</b></p>	Certificate Proposed Development
25/0738/DTC	<p><b>Solstrand, Station Road Bagshot, Surrey, GU19 5AS</b>  Submission of details to comply with Condition 4 (Trees) attached to planning permission 21/1176/FFU for demolition of dwelling and all associated buildings and structures and erection of 3 detached three bedroom dwellings with associated car parking, refuse storage and collection point and landscaping.</p> <p><b>Members resolved to COMMENT as follows:</b></p> <p><b>Windlesham Parish Council defers to the expertise of Surrey Heath Borough Council, as the Local Planning Authority, to determine whether the single submitted plan meets the necessary requirements.</b></p>	Details to comply
	<b>Lightwater Applications</b>	
25/0694/NMA	<p><b>99 - 101 Guildford Road Lightwater Surrey GU18 5SB</b>  Non-material amendment to planning permission 24/0136/FFU to alterations to the design of the front and rear elevation of plot type H.</p> <p><b>Members noted that Surrey Heath Borough Council issued a decision on this application on 19th July.</b></p>	Non Material Amendment
25/0713/DTC	<p><b>99 - 101 Guildford Road Lightwater Surrey GU18 5SB</b> Submission of details to comply with condition 19 (drainage) attached to planning permission 24/0136/FFU for Development of site to provide 21no. dwellings with associated access, hardstanding, landscaping and parking.</p> <p><b>Members resolved to COMMENT as follows:</b></p> <p><b>Windlesham Parish Council defers to the expertise of Surrey Heath Borough Council, as the Local Planning Authority, to determine whether the submitted documents satisfy the requirements of Condition 19</b></p>	Details to comply

25/0706/CES	<p><b>41 Macdonald Road Lightwater Surrey GU18 5XY</b> Certificate of lawfulness for the proposed erection of a single storey side extension.</p> <p><b>NO OBJECTION – however, Members queried whether the proximity to the boundary might necessitate a full planning application.</b></p>	Certificate Proposed Development
25/0712/NMA	<p><b>Lightwater Leisure Centre Lightwater Country Park The Avenue Lightwater Surrey GU18 5RG</b> A non-material amendment to planning permission 24/0156/FFU (for the erection of a canopy for the development of padel tennis courts, pickle ball courts with associated customer kiosk, toilet, means of enclosure, lighting and associated infrastructure) to provide an alternative elevation finish to the canopy and revised arrangements for the kiosk</p> <p><b>Members resolved to COMMENT as follows:</b></p> <p><b>Windlesham Parish Council defers to the professional judgement of Surrey Heath Borough Council as the Local Planning Authority in determining whether the proposed alterations constitute non-material amendments within the meaning of the planning legislation.</b></p>	Non Material Amendment
25/0684/FFU	<p><b>32A Ambleside Road, Lightwater, Surrey, GU18 5TA</b> Retrospective planning permission for the installation of new boundary gates.</p> <p><b>NO OBJECTION</b></p>	FPA
	<b>Windlesham Applications</b>	
25/0664/FFU	<p><b>Land East Of New Place, London Road, Sunningdale, Ascot, Windsor And Maidenhead</b> Erection of self build detached two storey dwelling with associated landscaping and parking.</p> <p><b>OBJECTION</b></p> <p><b>Members resolved to object for the following reasons:</b></p> <p><b>The Environment Agency has objected to this application for two reasons. Firstly, they consider that the site is within Flood Zones 2 and 3 (medium and high risk of flooding respectively) and that part of the site is located within Flood Zone 3b (functional floodplain). Secondly, the Environment Agency has stated that a Flood Risk Assessment is required. There is an anomaly in that the applicant believes the site to be within Flood Zone 1, therefore with a low risk of flooding (Design and Access Statement point 4.2). WPC requests that SHBC confirm the position, but assuming that the Environment Agency is correct, we support their objections.</b></p>	FPA

	<p>An identical application was previously refused on appeal (21/1133/FFU) on the basis that it constituted inappropriate development in the Green Belt. The site is essentially a field surrounded by trees with an access road running through it. Members queried whether it meets the conditions for “previously developed land” or “grey belt land”.</p>	
25/0716/GPS	<p><b>Windlesham Garden Centre , London Road, Windlesham, Surrey, GU20 6LL</b>  Installation of Solar PV equipment on the roofs of 7 buildings located at Lavershot Barns.</p> <p><b>Members resolved NO OBJECTION</b> with the following <b>COMMENT</b>:</p> <p>The applicant is seeking a Certificate of Lawfulness for the installation of solar panels on commercial premises. We ask that SHBC confirm that none of the panels are to be installed on any of the buildings which are subject to enforcement. WPC requests that SHBC confirm that the solar panels will not protrude more than 0.2 metres beyond the plane of the roof slopes (one of the conditions). The Application Form confirms that they will not protrude more than 0.2 metres, whereas the supporting report by Lewandowski Architects dated June 2025 states the opposite at point 1. It is suspected this might be a typo in the report.</p>	Class J Part 14
25/0715/ADV	<p><b>Windlesham Garden Centre London Road Windlesham Surrey GU20 6LL</b>  Application for advertisement consent for the display of Installation of Non-Illuminated Aluminium V Signage on Three Aluminium Posts with Bolted Panels.</p> <p><b>Members resolved to COMMENT:</b></p> <p>WPC requests that SHBC take into account the neighbours' comments, in particular concerning the size and style of the sign. It was noted (from the Application Form) that the applicant does not own the land on which it will be placed, which borders the highway. The applicant seeks permission to install the sign on this land as part of this application. Members felt that this aspect could be outside the scope of an application for advertisement consent.</p>	Advert
25/0665/FFU	<p><b>Woodcote Lodge , Snows Ride, Windlesham, Surrey, GU20 6PE</b>  Erection of single storey side/rear extensions, following demolition of existing side extension and erection of new front porch following demolition of existing front porch. Erection of two storey rear/side extensions to first and second floor. Conversion of loft with roof alterations including partial increase in ridge height and insertion of dormers. Extension to basement to provide habitable accommodation with associated works and landscaping.</p> <p><b>Members resolved to COMMENT as follows:</b></p>	FPA

	<p><b>This property is not a Listed Building, but it is locally listed. A Heritage Report has been submitted which considers the property to be of low to medium historic interest (criterion A) and of moderate architectural and artistic interest (criterion C). We request that SHBC consider whether this is a reasonable application of the heritage significance criteria.</b></p> <p><b>As this is a locally listed historic property, Members are concerned about aspects of the proposals, in particular the 3 dormer windows at the front of the property and the substantial amount of glazing within the rear extensions, to be used as new breakfast and garden rooms.</b></p> <p><b>This property is set within the Green Belt. Increases in floorspace and volume of up to 30% are generally considered to be proportionate and thus acceptable. The figures provided are well within this range (12.3% for floorspace and 13.2% for volume).</b></p> <p><b>It is noted that there is evidence of bats in the roof space and that further investigative work will be required. WPC asks for the neighbours' concerns to be considered in relation to potential highway issues during construction and potential damage to the neighbours' property.</b></p>	
25/0665/FFU	<p><b>Woodcote Lodge, Snows Ride, Windlesham, Surrey, GU20 6PE</b> Erection of single-storey side and rear extensions, a two storey rear/side extension, raising the ridge height of part of the existing roof, insertion of four dormer windows in the roof, a basement extension and an entrance porch together with associated external alternations following demolition of existing side extension and front porch.</p> <p>Amendment: Amended description  <b>**You were originally consulted on this planning application and given the opportunity to submit written comments. I am writing to inform you that we have now received revisions to this submission (as detailed above) and you are invited to provide any further comments relating to the proposal and to these revisions.**</b></p> <p><b>This appears to be the initial wording of the description of the works. WPC's response to this application (to be submitted to SHBC) is set out above, beneath the slightly longer description of the works, immediately preceding this item in the agenda and minutes.</b></p>	FPA
25/0672/FFU	<p><b>Oakwood, Chertsey Road, Windlesham, Surrey, GU20 6HY</b> Erection of single storey rear extension and alterations to the fenestration. (Retrospective)</p> <p><b>NO OBJECTION</b></p>	FPA
25/0731/CEU	<p><b>Oakwood Barn, Woodlands Lane, Windlesham, Surrey, GU20 6AT</b> Certificate of lawfulness for the existing 4 bay detached garage, outdoor swimming pool including plant room and garden summer house.</p> <p><b>Members resolved to OBJECT as follows:</b></p>	Certificate of Existing Use

	<p>It is a concern that development on this scale has taken place on the Green Belt without planning permission. There is a quadruple garage (13.035m x 6m), a summer house (7.2m x 5m), a swimming pool (10.8m x 6m) and a plant room (4.8m x 3m). A Certificate of Lawfulness is sought on the basis that the works are stated to have been completed more than 4 years ago. The application is supported by a statutory declaration, emails relating to the commissioning of the pool and plant room, a photo of the completed garage dated 1 February 2021, a photo of the garden room dated 29 September 2020, and a photo from Google Earth dated 16 July 2021.</p> <p>Members requested that SHBC review the material provided and confirm authenticity. In our view, a site visit would also be appropriate.</p>	
--	--	--

There being no further business, the meeting closed at 19:05