



Windlesham Parish Council

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

Held on Wednesday 11th March 2026 11:00am at All Saints’ Church Hall, Broadway Road, Lightwater.

Bagshot Cllrs		Lightwater Cllrs			Windlesham Cllrs	
White	A	Turner		A	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

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PLAN/25/90	Apologies for absence Apologies were received from Cllr Turner and Cllr White.
PLAN/25/91	Declarations of interest No declarations of interest.
PLAN/25/92	Public question time No public questions.
PLAN/25/93	Exclusion of the press and public No Exclusions to the press and public.
PLAN/25/94	To consider planning applications and planning appeals received prior to this meeting:

	Bagshot Applications		
	No Applications		
	Lightwater Applications		
	No Applications		
	Windlesham Applications		
26/0145/DEM	<p>Ming, London Road, Windlesham, Surrey, GU20 6PG</p> <p>Application to determine if prior approval is required (under Class B, Part 11, of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)) for the demolition of the existing two storey building.</p> <p>Members resolved to COMMENT as follows: Planning permission has been granted twice for the development of this site, involving the demolition of this building and the construction of a block of flats and two 5-bedroom houses (23/0311/FFU and 24/0343/FFU). Both permissions have now lapsed, although we understand that the applicant was close to selling the site to a developer. The applicant now seeks to demolish the building, to avoid deterioration and vandalism and also because the applicant must pay Council Tax but has no use of or financial income from the site. SHBC is required to determine whether their prior approval is required for the method of demolition and the proposed restoration of the site.</p> <p>In our view, prior approval should be required. The level of detail provided in the Application Form is sparse. Due to the proximity to housing and the A30, comprehensive information should be provided relating to the proposed demolition, in particular regarding safety, access by demolition equipment and heavy lorries, working hours, and noise, vibration and dust management.</p> <p>The only information provided in relation to the restoration of the site is “Final site grading: After all debris is removed, the site is graded and levelled, leaving a clean, stable plot ready for new construction.” Again, this lacks detail. We are concerned that the site could become overgrown and unsightly or subject to incursions or fly tipping and we request that SHBC consider how this can be prevented.</p>	Demolition Consent	20 th March 2026

26/0162/FFU	<p>6 Woodlands Lane, Windlesham, Surrey, GU20 6AH Erection of a part single, part two storey rear extension, new entrance canopy, and fenestration changes</p> <p>NO OBJECTION</p>	FPA	26 th March 2026
26/0153/PMR	<p>Oakwood, Chertsey Road, Windlesham, Surrey, GU20 6HY Application under Section 73 of the Town and Country Planning Act to vary condition 2 (approved plans) and condition 3 (TPP) of planning permission 25/0979/FFU (Proposed alterations to driveway and car park).</p> <p>Members resolved NO OBJECTION subject to approval by SHBC's arboricultural officer.</p>	Relaxation/Modification	26 th March 2026
26/0126/NMA	<p>Building D Windlesham Campus London Road Windlesham Surrey GU20 6PP Application under S96a (non material amendment) to application ref: 25/0287/FFU to allow alterations to Building D.</p> <p>Members resolved NO OBJECTION with the following COMMENT: We understand the following to be the case: SHBC has provided pre-application advice at a meeting on 27 November 2025 and in writing on 22 January 2026, the advice was positive and a Section 96A application was advised to be appropriate. The proposed amendments will be located within the service yard, which is already characterised by plant and machinery and is hidden from view both within the Campus and from external views of the site. The most significant change appears to be the relocation of the Air Source Heat Pumps from the main roof to a raised deck in the service yard. We understand that the plant deck will be of similar height and massing to the adjacent buildings (we request that SHBC confirm the height) and of a character similar to the existing service yard. A Noise Impact Assessment Addendum by Arup dated 6 January 2026 confirms compliance with the noise limits secured under the original permission (25/0287/FFU). We have noted that the predicted total noise at the nearest residential NSR (NSR 1) appears to be the</p>	Non Material Amendment	11 th March 2026

	<p>maximum permitted level of 35 dB (LAr,Tr), as shown on the table on page 4.</p> <p>This Noise Impact Assessment Addendum is of a technical nature, and we rely on the expertise of SHBC to interpret it and ensure that the changes proposed by this application adhere to the agreed noise limits. We understand from the covering letter that Environmental Health have confirmed compliance, but this is not currently uploaded to the SHBC portal.</p>		
26/0150/NMA	<p>St Margarets Woodlands Lane Windlesham Surrey GU20 6AS</p> <p>Application for non-material amendment to application ref: 23/0581/FFU to alter rooflight above the ridge line and side and rear elevations eaves line.</p> <p>NO OBJECTION</p>	Non Material Amendment	19 th March 2026
26/0140/DTC	<p>Land East Of St Margarets Woodlands Lane Windlesham Surrey GU20 6AS</p> <p>Submission of details to comply with condition 14 (archaeological works) attached to permission 23/0080/FFU for Development of 20 affordable dwellings with new access from Woodlands Lane.</p> <p>Members resolved OBJECTION for the following reasons:</p> <p>The original Condition 14 provided that no development should take place until a programme of archaeological work had been implemented in accordance with a written scheme of investigation approved by SHBC. The stated reason was that “the site lies in an area of archaeological potential, particularly for, but not limited to, prehistoric remains”. Condition 14 was amended only last month, at the request of the applicant, in a decision on 6 February 2026 (26/0016/NMA). WPC objected to this application. Condition 4 of this new decision amended the trigger to Condition 14, allowing above ground works to take place prior to the implementation of the programme of archaeological works and written scheme of investigation. Consequently, most, if not all, the trees on this woodland site have been felled in recent days.</p> <p>It is unclear to us whether the applicant seeks to remove the new Condition 4 and dispense with all requirements in relation to archaeology, although this seems to us to be the case. This point should be clarified.</p>	Details to comply	19 th March 2026

	<p>Surrey County Council's Historic Environment Planning Team has submitted a response dated 9 March 2026, setting out arguments why Condition 14 should not be discharged. We support this position. The officer confirms that archaeological trial trenching was required in relation to the main Heathpark Wood site. They were not consulted on the applications or appeals for the neighbouring sites of St Margarets or The Ferns. However, they were consulted on an earlier application which covered both sites, which was withdrawn, and in relation to which they advised that an archaeological evaluation should be undertaken.</p> <p>It is argued that the presence of woodland is a constraint to the carrying out of archaeological investigation. This is no longer the case as the trees have been felled.</p>		
26/0166/DTC	<p>Land East Of St Margarets Woodlands Lane Windlesham Surrey GU20 6AS</p> <p>Submission of details to comply with condition 12 (surface water drainage) of planning 23/0080/FFU permission for the development of 20 affordable dwelling with new access from Woodlands Lane.</p> <p>Members resolved to COMMENT as follows: The information provided appears comprehensive but is of a technical nature and we rely on the expertise of SHBC to ensure that it meets the requirements of this condition. We have noted that the system relies on the discharge of surface water to a ditch at the site entrance on the southern boundary. However, we understand that this has been agreed with Surrey LLFA (the Flood Authority) as noted at cl 3.1.1 of the Drainage Statement.</p>	Details to Comply	26 th March 2026
26/0177/PMR	<p>Woodcote Lodge Snows Ride Windlesham Surrey GU20 6PE</p> <p>Application under Section 73 of the Town and Country Planning Act to vary condition 2 (approved plans and documents) of planning permission 25/0665/FFU (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 a dormer window in the rear roof slope, a basement extension and an entrance porch together with associated external alternations following demolition of existing side extension and front porch) to change sized of proposed basement.</p>	Relaxation/Modification	31 st March 2026

	<p>Members resolved NO OBJECTION with the following COMMENT:</p> <p>We understand the following to be the case: This is a Green Belt location. Increases in volume and floor space of up to 30% are generally considered to be proportionate additions. This proposal (to create a home cinema) will result in 93.8m³ additional volume and 40.8m² extra floorspace. Taking into account the already approved changes under permission 25/0665/FFU, we understand that the overall increase in volume will be 17.1% and floorspace 16.3%, which is well within the acceptable range.</p> <p>The basement would be entirely underground and not visible, thus not impacting the openness of the Green Belt.</p> <p>The proposed extra basement area would be the same size as the room above, so no additional excavations would be required out into the surrounding curtilage of the house.</p> <p>The Basement Planning Statement (cl 6.24) says that spoil extracted to create the basement will be removed by a fully licensed contractor. This should perhaps be conditioned or included in a Construction Method Statement, as suggested in the Planning Statement. It should not be left on site, potentially altering ground levels.</p>		
26/0178/FFU	<p>Rowena, School Lane, Windlesham, Surrey, GU20 6EY Erection of single storey rear/side extension.</p> <p>Members resolved NO OBJECTION with the following COMMENT:</p> <p>Due to the presence of mature trees in neighbouring gardens to the rear, this application should be considered by SHBC's arboricultural officer and any necessary tree protection measures implemented.</p> <p>School Lane is very narrow and there is therefore a need to ensure safe and unobstructed access during construction works. A condition might be appropriate to manage construction access, minimise construction noise and maintain clear access for residents during the works.</p>	FPA	1 st April 2026

26/0067/FFU	<p>18 Chertsey Road, Windlesham, Surrey, GU20 6EP</p> <p>Extension of existing driveway and dropped kerb with associated hardstanding.</p> <p>Members resolved to COMMENT as follows: There have been two previous recent applications for a dropped kerb in relation to this property, (one for permitted development, the other full planning permission) both of which were refused. WPC has previously objected and raised concerns about safety. WPC still has the same serious concerns regarding the safety aspects of dropping this kerb as stated before. This property is located on the B386 in the village centre on a busy and congested stretch of the road within the contraflow/traffic calming arrangements near to the shops. Vehicles would need to reverse into the parking spaces or out onto the road, which could be hazardous. The space seems tight for the parking of two vehicles, and it should be confirmed that it is adequate.</p>	FPA	2 nd April 2026
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There being no further business, the meeting closed at 11:18