



**Windlesham Parish Council**

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 GU18 5RG

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

Held on Wednesday 15<sup>th</sup> April 2026 11:00am at All Saints’ Church Hall, Broadway Road, Lightwater.

| Bagshot Cllrs |   | Lightwater Cllrs |  |   | Windlesham Cllrs |   |
|---------------|---|------------------|--|---|------------------|---|
| White         | A | 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

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| <b>PLAN/25/100</b> | <b>Apologies for absence</b><br><br>Apologies were received from Cllr White.   |
| <b>PLAN/25/101</b> | <b>Declarations of interest</b><br><br>No declarations of interest.  |
| <b>PLAN/25/102</b> | <b>Public question time</b><br><br>No Public Questions.  |
| <b>PLAN/25/103</b> | <b>Exclusion of the press and public</b><br><br>No Exclusions to the press and public.   |
| <b>PLAN/25/104</b> | <b>To consider submitting a representation to the Bracknell Forest Biodiversity and Green Infrastructure SPD Consultation</b><br><br><b>Members unanimously resolved not to submit a response to the consultation.</b> |

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| PLAN/25/105 | To consider submitting a representation to the Bracknell Forest Planning Obligations SPD 2026 Consultation<br><br>Members unanimously resolved not to submit a response to the consultation.                    |
| PLAN/25/106 | To consider submitting a representation to the Bracknell Forest draft Masterplan Supplementary Planning Document Consultation<br><br>Members unanimously resolved not to submit a response to the consultation. |
| PLAN/25/107 | To consider planning applications and planning appeals received prior to this meeting:  |

|             | Bagshot Applications   |     |                             |
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| 26/0249/FFU | <p><b>Casa Mia, Bridge Road, Bagshot, Surrey, GU19 5AT</b><br/>Creation of new vehicle access with dropped kerb, boundary treatment works and associated hard and soft landscaping. (Part retrospective)</p> <p><b>Members resolved to COMMENT as follows:<br/>Members re iterated their response from 25<sup>th</sup> June 2025 where they resolved no objection, subject to confirmation from the Highways Authority that the proposals, including the relocated boundary treatment and new vehicle access, do not adversely impact pedestrian or vehicular safety. Additionally, the Parish Council requests that particular attention can be given to sightlines and the safe manoeuvring of vehicles.</b></p> | FPA | 5 <sup>th</sup> May 2026    |
| 26/0257/CES | <p><b>5 Connaught Road, Bagshot, Surrey, GU19 5EL</b><br/>Certificate of lawfulness for the proposed erection of a single storey rear extension</p> <p><b>NO OBJECTION</b></p>   | CES |                             |
|             | Lightwater Applications  |     |                             |
| 26/0233/FFU | <p><b>77 Grasmere Road, Lightwater, Surrey, GU18 5TL</b><br/>Erection of single storey rear and side extensions.</p> <p><b>NO OBJECTION</b></p>  | FPA | 21 <sup>st</sup> April 2026 |
| 26/0246/FFU | <p><b>59 Grasmere Road, Lightwater, Surrey, GU18 5TL</b></p>   | FPA | 21 <sup>st</sup> April 2026 |

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|             | <p>Erection of single storey rear extension following demolition of existing, conversion of loft to habitable accommodation with front and rear dormers and creation of new access gates to rear boundary.</p> <p><b>NO OBJECTION</b></p>   |                   |                             |
|             | <b>Windlesham Applications</b>  |                   |                             |
| 26/0259/DTC | <p>Heathpark Wood, Heathpark Drive, Windlesham, Surrey</p> <p>Application to agree details within Clauses 3.2.3, 3.2.4 and 3.2.5 of Schedule 1 (affordable housing strategy) of S106 obligation relating to outline planning permission 15/0590 [for the erection of 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> <p><b>Members resolved to COMMENT as follows:</b></p> <p><b><u>Late agreement:</u></b> It is noted that these details should have been agreed prior to commencement of development, which is well under way. Cl 3.1 of Schedule 1 contains a covenant by the owners/developers “Not to cause or permit Commencement of Development of the Land until they have submitted to and received approval in writing from the Council to the Affordable Housing Strategy.”</p> <p><b><u>Insufficient detail:</u></b> As a general observation, and considering the significance of this matter, the information provided lacks detail, consisting of a two-page letter.</p> <p><b><u>Connection with Surrey Heath:</u></b> It is a concern that there does not appear to be a requirement for the households allocated either affordable rented or shared ownership units to either live or work in the Borough of Surrey Heath. For affordable rented units, it is stated that eligible households will comprise households living or working in the Borough of Surrey Heath but can include <u>any</u> households approved by SHBC’s housing needs department with a recognised housing need. No requirements are stated for the shared ownership units.</p> <p><b><u>Role of SHBC:</u></b> There is no mention of SHBC having any control or involvement as to who is allocated the shared ownership units, which</p> | Details to comply | 21 <sup>st</sup> April 2026 |

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|             | <p><b>we find concerning. The situation appears to be different for the affordable rented units, where there will be a 100% nomination agreement with SHBC.</b></p> <p><b>Income levels:</b> No detail is provided as to qualifying income levels, which is described in loose terms as being not sufficient to afford decent and appropriate housing on the open market.</p> <p><b>Enforcement of identity criteria:</b> No information is provided, as is required by clause 3.2.5, as to “the means by which occupancy shall be enforced” in terms of the identity of occupiers.</p>   |                         |                             |
| 26/0234/PMR | <p><b>Oakwood, Chertsey Road, Windlesham, Surrey, GU20 6HY</b></p> <p>Application under Section 73 of the Town and Country Planning Act to vary conditions 2 (approved plans) 7 (arboricultural method statement) of planning permission 25/1137/FFU (Erection of an earth-sheltered structure and associated landscaping following demolition of existing pool house and swimming pool.) to make changes to car park.</p> <p><b>Members resolved to COMMENT as follows: It appears that this was an earlier description of this application. The words “to make changes to car park” have been replaced with “to reposition the development”. Our comments on the proposed repositioning of the development are set out under the item below, which has the same reference number.</b></p> | Relaxation/Modification | 21 <sup>st</sup> April 2026 |
| 26/0234/PMR | <p><b>Oakwood , Chertsey Road, Windlesham, Surrey, GU20 6HY</b></p> <p>Application under Section 73 of the Town and Country Planning Act to vary conditions 2 (approved plans) and 7 (arboricultural method statement) of planning permission 25/1137/FFU (Erection of an earth-sheltered structure and associated landscaping following demolition of existing pool house and swimming pool.) to reposition the development.</p> <p><b>Members resolved to COMMENT as follows: It appears that the proposal is for the development to be located a few metres away from the agreed position (as shown in proposed GF plan with site context). However, this will have an impact on several trees, and it is noted</b></p>  | Relaxation/Modification | 15 <sup>th</sup> April 2026 |

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|             | <p>that the site is covered by a Tree Protection Order (TPO 3/98).</p> <p>There is a particular concern in relation to four oak trees (T1, T2, T3 and T13), which are all stated to be 6 metres tall and which it is proposed to transplant. We have no objection in principle to the new location of the development, subject to assessment of the proposal by SHBC's arboricultural officer, confirmation that it is possible to transplant these trees successfully and the methodology for doing so without damaging the trees.</p>  |     |                             |
| 26/0281/DTC | <p><b>Oakwood, Chertsey Road, Windlesham, Surrey, GU20 6HY</b></p> <p>Application under Section 73 of the Town and Country Planning Act to vary conditions 2 (approved plans) and 7 (arboricultural method statement) of planning permission</p> <p><b>Members resolved to COMMENT as follows:</b><br/> <b>The Arboricultural Development report by Wood's Tree Consultancy dated 10.3.2026 appears to be comprehensive. However, WPC has the same concerns as in relation to application 26/0234/PMR. It is proposed to reposition the earth sheltered structure, which will have an impact on several trees. It is noted that the site is covered by a Tree Protection Order (TPO 3/98).</b></p> <p>There is a particular concern in relation to four oak trees (T1, T2, T3 and T13), which are all stated to be 6 metres tall and which it is proposed to transplant. A pencil cedar (T11) which is 9 metres tall might also need to be transplanted. We request that SHBC's arboricultural officer considers whether it will be possible to transplant these trees successfully and the methodology for doing so without damaging the trees.</p> | DTC |                             |
| 26/0235/FFU | <p><b>The Windmill, London Road, Windlesham, Surrey, GU20 6PJ</b></p> <p>External alterations including new festoon and bollard lighting, timber gates and other associated works.</p> <p><b>Members resolved to COMMENT as follows:</b><br/> <b>Lighting:</b> The proposed lighting scheme includes new bollard lights between the car park and main entrance area, festoon lighting on posts in the rear patio and feature wall lights either side of the main and patio entrances. It is also proposed to replace the existing car park</p>   | FPA | 21 <sup>st</sup> April 2026 |

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|             | <p>flood lights to LED where necessary and allow for new LED floodlights on and around the building (details in proposed external sketch scheme).</p> <p>We request that SHBC consider the number and lumens of the lights to ensure that they are reasonable to enable the running of the public house without causing unnecessary light pollution. This is a particular concern in relation to the floodlights. We suggest that there should be conditions regarding the timing of the lighting and that it should be switched off at night.</p> <p><b>Noise:</b> We support local businesses, appreciate their contribution to the local economy and understand the need to attract customers and remain commercially viable. However, there are concerns that increased use of the outdoor space and patio area could lead to more customer noise, especially if it occurs late into the evening. There is a particular concern that music will be played on the patio (point 51 of the proposed external sketch scheme). Although the premises are situated on the A30, it is a Green Belt location with houses opposite. If this application is approved, we suggest that a Noise Management Plan should be required.</p> |                   |                             |
| 26/0166/DTC | <p><b>Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS</b></p> <p>Submission of details to comply with condition 12 (surface water drainage) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane.</p> <p><b>Members resolved NO OBJECTION with the following COMMENT:</b></p> <p>WPC has previously commented on this application. In the intervening period, Surrey County Council, the Lead Local Flood Authority, initially responded stating that they were not satisfied that sufficient information had been provided to discharge all elements of Condition 12 (13.3.2026). However, following the provision of further documents, SCC have confirmed that they are now satisfied that Condition 12 can be discharged (26.3.2026). We therefore have no further comments and rely on SHBC/SCC to ensure that the proposed discharge of surface water to a ditch is a workable solution.</p>  | Details to comply | 22 <sup>nd</sup> April 2026 |

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| 26/0202/FFU | <p><b>Keith Cottage, Chertsey Road, Windlesham, Surrey, GU20 6HT</b></p> <p>Erection of first floor extension, ground floor side extension and erection of a 2m acoustic boundary fence. Widening of existing access with new gate and addition of pergola.</p> <p><b>Members resolved to COMMENT as follows:</b><br/> <b>Extensions to properties within the Green Belt are not deemed to be inappropriate provided over and above the size of the original building. Increases of up to 30% are generally considered acceptable. This property has previously been extended with the addition of a ground floor kitchen and breakfast room. This proposal involves a ground floor side extension (utility room), a first-floor side/rear extension (ensuite bathroom) and a rear pergola. We request that SHBC carry out calculations to establish the proposed increase in floorspace and volume, taking into account the existing extension, to ensure that the additions would not be disproportionate.</b></p> <p><b>There is very little information provided in relation to the pergola. In the application form, it is described as “a glazed veranda to rear to cover doors and only sitting on posts”.</b></p> <p><b>However, it is fairly sizeable, being 4m, deep and 5.176m wide. We suggest that further information is obtained regarding the appearance, design and materials of the pergola and whether it will have enclosed glazed walls.</b></p> <p><b>As the property is located on the busy B386, we feel that the widening of the entrance and installation of acoustic fencing along the Chertsey Road border would be reasonable. However, the fencing should sit behind the existing hedging to preserve the verdant appearance of the streetscape, and the retention of the hedging should be conditioned. We request that SHBC’s arboricultural officer review this application.</b></p> | FPA | 29 <sup>th</sup> April 2026 |

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| 26/0274/FFU | <b>12 Windle Close, Windlesham, Surrey, GU20<br/>6DY</b><br>Erection of first floor side/rear extension.<br><br><b>NO OBJECTION</b> | FPA |  |
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**There being no further business, the meeting closed at 11:22**