



Windlesham Parish Council

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

Held on Wednesday 6th May 2026 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	Harris	-		

In attendance: Sarah Wakefield – Assistant Clerk

Cllr Marr took the Chair

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

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PLAN/26/01	<p>To elect a Chair of the Committee for the ensuing year</p> <p>Due to the Annual Meeting of the Council being held on 19th May, a Chair for the Committee cannot be formally appointed at this time. However, a Chair for the meeting was voted for, and Cllr Marr was appointed unanimously.</p> <p>Cllr Marr took the Chair.</p>
PLAN/26/02	<p>To elect a Vice Chair of the Committee for the ensuing year</p> <p>Due to the Annual Meeting of the Council being held on 19th May, a Vice-chair for the Committee cannot be formally appointed at this time.</p>
PLAN/26/03	<p>Apologies for absence</p> <p>No apologies.</p>
PLAN/26/04	<p>Declarations of interest</p> <p>No declarations of interest.</p>
PLAN/26/05	<p>Public question time</p>

	No Public Questions.
PLAN/26/06	To note the Committee's Terms of Reference Members noted the Committee's Terms of Reference.
PLAN/26/07	Exclusion of the press and public No Exclusions to the press and public.
PLAN/26/08	To discuss a proposal from Surrey County Council: Surrey Heath District Transportation Office and Highway Depot, 2 London Road, Bagshot, Surrey, GU19 5HN- Permanent retention of a single-storey building for mortuary and office uses which was granted temporary permission under ref: SU/21/0415/PCM dated 13 July 2021; installation of modular extension units comprising a post-mortem suite, digital autopsy unit, covered walkway and bin store; and the associated building and infrastructural works. Members resolved No Objection to the proposal. Members noted the shortage of mortuary facilities within Surrey. In addition, Members commented that the facility has been operating on the site for approximately five years, and that the proposal seeks to retain the existing building with the addition of new units. Members further noted that the site benefits from good transport links, supporting its suitability for the proposed use.
PLAN/26/09	To consider planning applications and planning appeals received prior to this meeting:

	Bagshot Applications		
26/0258/FFU	Windlesham Golf Club, Grove End, Bagshot, Surrey, GU19 5HY Erection of a single storey glass structure extension for external dining, and associated works. Members resolved No Objection with the following comments- Members support Environmental Health's recommendation of a Noise management plan.	FPA	19 th May 2026
26/0279/ADV	148 London Road, Bagshot, Surrey, GU19 5DF Application for advertisement consent for the addition of 1x static led fascia sign, vinyl text to windows, poster fascia boards to windows, 1x non illuminated fascia	Advert	19 th May 2026

	<p>sign to rear and replacement of 2x vinyl signs on totem pole.</p> <p>No Objection</p>		
26/0338/FFU	<p>134 London Road, Bagshot, Surrey, GU19 5BZ Erection of a self-build detached dwelling with detached garage following subdivision of existing plot following demolition of existing garage.</p> <p>Members resolved to raise No Objection, subject to confirmation that the proposal is not in addition to the previously approved application on this site for 26 flats.</p> <p>Members noted that a planning permission for 26 flats has already been granted and sought clarification as to:</p> <ul style="list-style-type: none"> • whether the current application is intended as an alternative to that approved scheme; and • whether the existing permission for the flats remains valid or would be superseded by this application. 	FPA	20 th May 2026
26/0336/FFU	<p>Orchard Lodge, 32 Higgs Lane, Bagshot, Surrey, GU19 5DP Erection of a replacement dwelling, conversion of retained garage into ancillary storage with insertion of roof lights and change to materials, relocation of access gates and associated hard and soft landscaping.</p> <p>No Objection</p>	FPA	21 st May 2026
26/0341/CES	<p>109 London Road, Bagshot, Surrey, GU19 5DH Certificate of lawfulness for the proposed erection of a side extension to form garage following partial demolition of existing timber garage.</p> <p>Members noted that this application has already been approved. However, they asked for it to be noted that they would have recommended that a condition be applied to ensure that the garage is not converted into habitable accommodation in the future.</p>	Certificate Proposed Development	

	Lightwater Applications		
26/0323/FFU	<p>29 Birchwood Drive, Lightwater, Surrey, GU18 5RX</p> <p>Erection of a single storey rear extension, single storey side extension, first floor side extension over existing garage, part conversion of garage into habitable accommodation and new porch.</p> <p>No Objection</p>	FPA	15 th May 2026
26/0327/DTC	<p>140 Guildford Road, Lightwater, Surrey, GU18 5RW</p> <p>Submission of details to comply with condition 3 (soil analysis) attached to planning permission 25/0788/FFU for Erection of raised decking and landscaping works including increased levels to the rear garden.</p> <p>No Objection</p>	Details to comply	
26/0346/DTC	<p>162 Macdonald Road, Lightwater, Surrey, GU18 5YB</p> <p>Submission of details to comply with condition 5 (foundation design) relating to 24/1087/FFU for the erection of a two-storey rear extension maintaining the existing eaves and main ridge height with rear roof dormer and balcony, enlargement of existing front dormers, insertion of roof lights, and erection of a detached double garage following demolition of existing rear extension and detached garage.</p> <p>Members noted that the application is of a technical nature and requested that it be reviewed by SHBC.</p>	Details to comply	21 st May 2026
26/0347/FFU	<p>38 Broomfield, Lightwater, Surrey, GU18 5QN</p> <p>Erection of a single storey rear extension following demolition of existing conservatory and fenestration changes.</p> <p>No Objection</p>	FPA	21 st May 2026
26/0356/DTC	<p>Atv Go Karts Ltd, Blackstroud Lane East, Lightwater, Surrey, GU18 5XR</p> <p>Submission of details to comply with condition 9 (CEMP) and condition 10 (lighting) relating to 24/1026/FFU for the demolition of the 3 existing buildings (Sui Generis), with the erection of two replacement buildings to be used as a flexible Class B8/E use.</p>	Details to Comply	

	<p>Members noted that the application is of a technical nature and requested that it be reviewed by SHBC. Members further noted that appropriate planning conditions will need to be applied and rely upon SHBC to ensure these are implemented and enforced.</p>		
	<p>Windlesham Applications</p>		
26/0286/FFU	<p>1 Highwaymans Ridge, Windlesham, Surrey, GU20 6JY Erection of single storey rear extension following demolition of existing conservatory.</p> <p>No Objection</p>	FPA	11 th May 2026
26/0297/DTC	<p>Oakwood, Chertsey Road, Windlesham, Surrey, GU20 6HY Submission of details to comply with condition 6 (surface water drainage) attached to planning permission 25/1137/FFU for Erection of an earth-sheltered structure and associated landscaping following demolition of existing pool house and swimming pool.</p> <p>Members resolved to COMMENT as follows: It is proposed that rainwater will be harvested and will be used entirely for irrigation purposes, with no runoff from site. However, an allowance has been made for an overflow from the harvesting tank, in the event that it becomes full, in which case excess water will be discharged to an existing watercourse to the east of the site. The design includes a 75m³ attenuation tank and a 20m³ harvesting tank. We rely on the expertise of SHBC to ensure that the strategy meets requirements, in particular relating to any risks involved with the pumping of water approximately 130m across the site. The diagram on page 9 of Surface Water Drainage Report contains a “warning box”, with recommendations (routing of water away from pump catchment, maintenance of components, plan for pump failure) which could perhaps be conditioned.</p>	Details to compy	11 th May 2026

26/0321/FFU	<p>Hatton Court, Hatton Hill, Windlesham, Surrey, GU20 6AD</p> <p>Part retrospective application for replacement of front porch, brick infill of garage door, installation of rooflights to first and second floor and alterations to existing wall piers and entrance gates.</p> <p>No Objection</p>	FPA	19 th May 2026
26/0331/DTC	<p>Heathpark Wood, Heathpark Drive, Windlesham, Surrey</p> <p>Submission of details pursuant to Condition 30 (bus stops) of permission 15/0590 (relating to outline planning permission for the erection 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>Members resolved to COMMENT as follows: Condition 30 requires “raised bus boarders to assist level access to buses.” This appears to have been complied with in relation to one of the bus stops, which is labelled “location of proposed bus stop with associated bus access kerb and footway to be regraded to suit proposed levels”. However, there is no comparable caption in relation to the other bus stop next to the Post House Mews development. This needs to be clarified. The bus access should be located away from the vehicular access (private road) to Post House Mews, to ensure safety of bus users and avoid conflict with cars.</p>	Details to comply	19 th May 2026
26/0317/DTC	<p>Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS</p> <p>Submission of details to comply with condition 14 (Archaeology) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane.</p> <p>Members resolved to COMMENT as follows: It was confirmed by the refusal of application 26/0140/DTC (which requested the removal of condition 14) that condition 14 remains in place and must be satisfied. The applicant has, therefore, submitted a written scheme of investigation dated 23 April 2026 and prepared</p>	Details to comply	

	<p>by Tetra Tech Consulting Services Ltd on behalf of Howarth Contractors Ltd.</p> <p>The report sets out a programme of archaeological works, which includes 6 trenches on site, each measuring 30m x 2m, excavation and recording methods, sampling, reporting, data completion, archiving and monitoring by the Surrey County Council Historic Environment Planning Team.</p> <p>The report appears to be comprehensive. We welcome the proposed involvement of SCC's Historic Environment Management Team and rely on their expertise (in conjunction with SHBC) to ensure that the report meets requirements and that the programme of works is carried out in accordance with the scheme of investigation.</p>		
26/0328/DTC	<p>Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS</p> <p>Submission of details to comply with condition 4 (fenestration detail) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane.</p> <p>Members resolved to COMMENT as follows: Stylistically, the proposed windows and doors are as expected, reflecting the elevations submitted with application 23/0080/FFU. Regarding materials, it is confirmed that they will be double glazed white uPVC. We rely on SHBC to review the technical details of the construction sheet.</p>	Details to comply	

There being no further business, the meeting closed at 11:36