



# **Windlesham Parish Council**

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The Council Offices  
The Avenue  
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GU18 5RG

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

**Held on 30<sup>th</sup> June 2026 at 6.30pm St Annes Church Centre, 43 Church Road, Bagshot**

| <b>Bagshot Cllrs</b> |    | <b>Lightwater Cllrs</b> |   | <b>Windlesham Cllrs</b> |   |
|----------------------|----|-------------------------|---|-------------------------|---|
| White                | P  | Turner                  | P | Marr                    | P |
| Du-Cann              | A* | Harris                  | - | Wheeler                 | - |
|                      |    | Stevens                 | P |                         |   |

**In attendance:** Joanna Whitfield – Clerk to the Council

Cllr Stevens took the Chair

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

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| <b>PLAN/26/22</b> | <b>Apologies for absence</b><br><br>Apologies were received from Cllr Du Cann.<br><br>No Apologies were received from Cllr Wheeler or Cllr Harris<br><br>Reasons for apologies were considered in the confidential part of the meeting.                                                                                                  |
| <b>PLAN/26/23</b> | <b>Declarations of interest</b><br><br><b>None</b>                                                                                                                                                                                                                                                                                       |
| <b>PLAN/26/24</b> | <b>Public question time</b><br><br><b>No public were present</b>                                                                                                                                                                                                                                                                         |
| <b>PLAN/26/25</b> | <b>Exclusion of the press and public</b><br><br>Members agreed that the reasons for apologies for absence would be considered within the confidential section of the meeting.<br><br>The reasons for apologies for this meeting will therefore be recorded in the confidential section of the next scheduled Planning Committee meeting. |

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| <b>PLAN/26/26</b> | <p><b>To consider a Draft Representation prepared by Members in response to the Emerging Surrey Heath Local Plan – Consultation on Proposed Main Modifications</b></p> <p><b>Members are in the process of finalising a draft response and resolved to provide officers with the Committee's views for submission before the deadline of the 9<sup>th</sup> July 2026.</b></p> |
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|             | <b>Bagshot Applications</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                   |                            |
| 26/0334/FFU | <p><b>2 Victoria Court, Bagshot, Surrey, GU19 5QH</b><br/>Retrospective application for erection boundary fence with gate.</p> <p><b>Members resolved to comment that this application is not in keeping with street scene.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | FPA               | 10 <sup>th</sup> July 2026 |
| 26/0502/DTC | <p><b>47 Guildford Road, Bagshot, Surrey, GU19 5JW</b><br/>Submission of details to comply with condition 3 (external facing materials), 4 (landscaping), 5 (construction transport management plan), 6 (landscaping &amp; ecological management plan), 8 (surface water drainage), 9 (contaminated land) relating to Appeal APP/D3640/W/23/3321881 (Demolition of existing public house (Sui Generis) and construction two detached and one pair of semi detached 4 bed houses with associated vehicle parking, landscaping, bin and cycle stores.)</p> <p><b>Members resolved NO OBJECTION subject to all relevant documentation having been received and agreed by the planning authority.</b></p> | Details to comply |                            |
|             | <b>Lightwater Applications</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |                            |
| 26/0481/FFU | <p><b>3 Outfall Cottages, Blackstroud Lane East, Light water, Surrey, GU18 5XR</b><br/>Erection of single storey rear extension following demolition of existing conservatory and two storey side extension with associated hardstanding works.</p> <p><b>Members raised concerns about the size of the development and resolved to refer this application back to the planning authority to confirm that the proposed development falls within the scale and volume restrictions permitted in this greenbelt location.</b></p>                                                                                                                                                                       | FPA               | 6 <sup>th</sup> July 2026  |
| 26/0423/FFU | <p><b>Foxlands, 55 Curley Hill Road, Lightwater, Surrey, GU18 5YH</b><br/>Alteration to existing front dormer.</p> <p><b>Members resolved NO OBJECTION</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | FPA               | 6 <sup>th</sup> July 2026  |

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| 26/0488/PMR                    | <p><b>Holly Lodge, Catena Rise, Lightwater, Surrey, GU18 5RD</b></p> <p>Application under Section 73 of the Town and Country Planning Act to vary conditions 2 (commencement of works), 5 (occupation and parking) and 6 (occupation and bicycle storage) of planning permission 25/1008/FFU (Erection of part single, part two storey side extension and subdivision of residential unit to form two residential dwellings following demolition of existing extension and garage.)</p> <p>Variation of the approved drawings to include a small porch and storage room to each of the dwellings.</p> <p><b>Members resolved to OBJECT believing the changes would result in overdevelopment of the site. It was also noted that the Aboricultural Officer raised concerns.</b></p> | Relaxation/Modification          | 6 <sup>th</sup> July 2026  |
| 26/0531/FFU                    | <p><b>15 Broom Field, Lightwater, Surrey, GU18 5QN</b></p> <p>Erection of single storey rear extension.</p> <p><b>Members resolved NO OBJECTION</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | FPA                              | 20 <sup>th</sup> July 2026 |
| 26/0535/CES                    | <p><b>9 Sundew Close, Lightwater, Surrey, GU18 5SG</b></p> <p>Certificate of lawfulness for the proposed widening of the dropped kerb, and a new driveway.</p> <p><b>Members resolved NO OBJECTION</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Certificate Proposed Development |                            |
| 26/0516/DTC                    | <p><b>59 Grasmere Road, Lightwater, Surrey, GU18 5TL</b></p> <p>Submission of details to comply with condition 4 (Tree Protection Plan) relating to application 26/0246/FFU for the erection of single storey rear extension following demolition of existing, conversion of loft to habitable accommodation with roof lights and rear dormers and creation of new access gates to rear boundary.</p> <p><b>Members resolved to make the following COMMENT:</b></p> <p><b>Members rely on the expertise of SHBC planning department to determine whether or not the submitted Tree Protection Plan is sufficient to discharge condition 4 of application 26/0246/FFU</b></p>                                                                                                        | Details to Comply                |                            |
| <b>Windlesham Applications</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                  |                            |

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| 26/0484/FFU | <p><b>Two Oaks, Edward Road, Windlesham, Surrey, GU20 6EX</b></p> <p>Erection of single storey rear extension following demolition of existing conservatory.</p> <p><b>Members resolved NO OBJECTION with the following COMMENT:</b><br/> <b>In principle, we have no objection to this application, which is for the replacement of a rear conservatory with a slightly larger single-storey rear extension. We request that SHBC's Tree Officer confirm that the Arboricultural Method Statement, Impact Assessment and Tree Protection Plan provides adequate protection for the two trees identified, in particular the mature oak tree at the edge of the site to the rear of this property, which is within a tree preservation order area (TPO/8/75).</b></p>                                    | FPA                                    | 6 <sup>th</sup> July 2026  |
| 26/0492/LLB | <p><b>High Chimneys, Westwood Road, Windlesham, Surrey, GU20 6LT</b></p> <p>Listed building consent for replacement roof tiles (to include lime mortar bedded ventilated ridges and verges), battens and felt. Replacement rainwater goods, replacement lead roof flashings. Lime mortar re-pointing of brickwork where required and repairs to chimney pots/haunching. Repair/replacement of softwood fascias and soffits.</p> <p><b>Members resolved NO OBJECTION with the following COMMENT:</b><br/> <b>The roof area of this listed building appears to be in a poor condition and in need of prompt repair. We therefore support this application, subject to consideration and approval by the historic buildings officer and the implementation of appropriate bat protection measures.</b></p> | Listed Building Consent (Alter/Extend) | 10 <sup>th</sup> July 2026 |
| 26/0491/FFU | <p><b>High Chimneys, Westwood Road, Windlesham, Surrey, GU20 6LT</b></p> <p>Replace roof to rafter level, replace rainwater goods, replace lead roof flashings. Repoint brickwork and chimney pots/haunching where required. Repair/replacement of softwood fascias and soffits.</p> <p><b>Members resolved NO OBJECTION with the following COMMENT:</b><br/> <b>The roof area of this listed building appears to be in a poor condition and in need of prompt repair.</b></p>                                                                                                                                                                                                                                                                                                                          | FPA                                    | 10 <sup>th</sup> July 2026 |

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|             | <p>We therefore support this application, subject to consideration and approval by the historic buildings officer (listed building consent is also required and has been applied for) and the implementation of appropriate bat protection measures.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                  |                            |
| 26/0496/CES | <p><b>Windlesham Garden Centre, London Road, Windlesham, Surrey, GU20 6LL</b><br/> Certificate of lawfulness for the proposed erection of a single storey rear extension.</p> <p><b>Members resolved to COMMENT as follows:</b><br/> We request that SHBC confirm that the conditions for permitted development are met. This is a large extension with a floorspace of 98.2m2, being only just within the 100m2 permitted by the rules (Schedule 2, Part 7, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015). In addition, this is Green Belt land. The extension represents a 34.9% increase in floorspace of this building, the existing footprint being 281.2m2. This exceeds the 30% increase typically considered to be acceptable as not constituting a disproportionate addition over and above the size of the original building. Full planning permission might be required to consider the potential impact on the Green Belt.</p> | Certificate Proposed Development |                            |
| 26/0354/FFU | <p><b>Manor House, Ucb Windlesham Campus, Sunninghill Road, Windlesham, Surrey, GU20 6PP</b><br/> Part demolition of the Manor House and erection of a three storey extension, landscaping, plant and machinery, associated infrastructure and other works</p> <p><b>Members noted that this application was discussed at the previous planning meeting on 10 June 2026, and WPC's comments (dated 15 June 2026) appear on SHBC's planning portal.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | FPA                              | 21 <sup>st</sup> July 2026 |
| 26/0521/DTC | <p><b>The Ferns, Woodlands Lane, Windlesham, Surrey, GU20 6AS</b><br/> Submission of details to comply with condition 3 (surface water drainage) attached to planning permission APP/D3640/W/24/3341569 for Demolition of existing dwelling and erection of seven dwellings with associated landscaping and parking.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Details to Comply                |                            |

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|  | <p>Member resolved to OBJECT for the following reasons:</p> <p>Discharge of Condition 3 was previously sought in application 26/0007/DTC, which was subsequently withdrawn. WPC objected to that application due to flooding risks as it proposed that surface water drainage from the site would be discharged into the public foul sewer.</p> <p>The covering letter states that an alternative approach has been discussed with SHBC, involving pumping surface water to a culvert. However, the letter continues that SCC Highways have rejected this as a viable outfall solution “as it is not suitable to accommodate additional discharge at this point.” No further explanation is given as to why the culvert cannot be used. This application, therefore, reverts to the approach of discharging surface water to the foul sewer.</p> <p>We have the same concerns regarding flooding risks as previously set out. Flooding already occurs in this area and could become much worse due to this and other significant developments in the immediate vicinity and the removal of many trees. This is of particular concern due to the proximity to the M3, part of the nation’s critical transport infrastructure. In addition, using the foul sewer for surface water drainage can overwhelm the sewage system during heavy rainfall, which is already an issue locally.</p> <p>This development will result in an increase in the impermeable area from 717m<sup>2</sup> to 2044m<sup>2</sup>, resulting in increased run-off. It is a concern that permission has been granted for ground floor extensions (thus increasing the impermeable area) since this drainage issue was identified (25/1213/PMR).</p> <p>The original house has been demolished, and construction of the new houses is well under way. We feel that this issue should have been resolved before this stage as there are now limited options. Indeed, the construction currently taking place appears to be in breach of Condition 3 (as amended), which stipulates that no development above ground level shall take place until the drainage scheme has been agreed (25/1140/NMA)</p> |  |  |
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| PLAN/26/27 | <p>Exclusion to the press and public – To exclude members of the public, including the press, for consideration of items excluded under s1(2) of the Public Bodies (Admission to Meeting) Act 1960.</p> |
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| <b>PLAN/26/28</b> | <b>To consider reasons for Councillor absences.</b><br><br><b>Members considered the reasons submitted for absence and resolved to approve and accept all apologies for the Planning Committee meetings held on 10 and 30 June 2026</b> |
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**There being no further business, the meeting closed at 19:05**