



Windlesham Parish Council

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

Held on 15th July 2026 at 11:00am All Saints' Church Hall, Broadway Road, Lightwater

Bagshot Cllrs		Lightwater Cllrs		Windlesham Cllrs	
White	P	Turner	P	Marr	P
Du-Cann	P	Harris	-	Wheeler	-
		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/26/27	Apologies for absence No Apologies were received from Cllr Wheeler or Cllr Harris.
PLAN/26/28	Declarations of interest Cllr White declared a non-pecuniary interest in application no. 26/0557/FFU as she knows the applicant.
PLAN/26/29	Public question time No public were present
PLAN/26/30	Exclusion of the press and public No exclusions to the press and public
PLAN/26/31	To consider planning applications and planning appeal received prior to this meeting:

	Bagshot Applications		
26/0557/FFU	Hall Grove School, London Road, Bagshot, Surrey, GU19 5HZ Erection of a two-storey building. Members resolved NO OBJECTION with the following comment: Members rely on SHBC to confirm existing drainage arrangements are adequate and sufficient to support the proposed works.	FPA	27 th July 2026
26/0558/LLB	Hall Grove School, London Road, Bagshot, Surrey, GU19 5HZ Listed building consent for the erection of a two-storey building. NO OBJECTION	Listed Building Consent (Alter/Extend)	27 th July 2026
26/0425/CES	12 Allbrook Close, Bagshot, Surrey, GU19 5BW Certificate of lawfulness for the conversion of loft into habitable accommodation, rear roof dormer and one front Velux window. Members noted that this application has already been decided.	Certificate Proposed Development	
26/0550/CES	Oakhouse, 5 Regent Court, Bagshot, Surrey, GU19 5QD Certificate of lawfulness for the proposed erection of a single storey rear extension. NO OBJECTION	Certificate Proposed Development	
26/0577/DTC	Otium House, 2 Freemantle Road, Bagshot, Surrey, GU19 5LL Submission of details to comply with condition 10 (Ecological enhancement plan) attached to planning permission 25/0790/FFU for change of use from Class E (Office) to residential Class C3 (dwelling) to facilitate the creation of 7x1-bedroom flats together with alterations to the fenestration and openings, installation of canopies and vents, landscaping, and parking. Members noted the submission and rely on SHBC to determine the information provided is sufficient to satisfy and enable the discharge of Condition 10.	Details to Comply	

26/0464/FFU	3A Half Moon Street, Bagshot, Surrey, GU19 5AL Retrospective application for erection of single storey rear extension to outbuilding, roof alterations including raised height and installation of roof lights, changes to fenestration and erection of detached garage following demolition of existing. Members resolved to COMMENT as follows: Members have concerns regarding this retrospective application and the apparent failure to comply with previously imposed planning conditions. Members note that a number of conditions appear to have been ignored and would welcome confirmation from SHBC as to whether this constitutes a planning enforcement matter. Given the property's heritage significance and location within the Conservation Area, the Council would encourage any approved works to incorporate improvements that enhance the building's historic character and appearance, helping to restore and preserve its heritage features where possible. The Council understands that the building may be listed and requests that SHBC confirm its listed status and ensure that any assessment of the application takes the building's heritage significance fully into account.	FPA	4 th August 2026
	Lightwater Applications		
26/0540/FFU	63-65 Flat, Macdonald Road, Lightwater, Surrey, GU18 5XY Change of use of the first and second floors from residential use (Use Class C3) to a children's nursery (Use Class E(F), ancillary to the existing nursery use at groundfloor level. Members resolved NO OBJECTION with the following comment: Members note that details of fire safety measures were not included within the application and seek clarification as to whether	FPA	23 rd July 2026

	sufficient fire safety information should be provided before any decision is made. Members are concerned that the proposed increase in the number of children attending the site may result in additional traffic and noise. They would welcome confirmation of whether these impacts have been assessed and whether any mitigation measures are proposed to address them.		
26/0567/FFU	35 Ling Drive, Lightwater, Surrey, GU18 5PA Erection on single storey rear extension. NO OBJECTION	FPA	28 th July 2026
	Windlesham Applications		
26/0512/FFU	Prestige Cars Of Sunningdale, Pace Windlesham South, London Road, Windlesham, Surrey, GU20 6PJ Change of use from Car Sales (Sui Generis) to Class E including external alterations to the building, provision of plant, alterations to the car parking layout, AC units and associated works. Members resolved OBJECTION for the following reasons: <u>Residential amenity:</u> There is a concern that the proposed location of the new bin store is up against the rear fence, approximately 2 metres from the wall of Cedar Cottage. We assume that the bins will be used for food waste and food packaging. Bearing in mind the proximity and the fact that this is a commercial activity which could generate significant amounts of waste, this could lead to unacceptable odours and negative health impacts for the residents of Cedar Cottage. If this application progresses, an alternative location should be found for the bin store. The facility borders residential properties, notably The Brambles to the side and Cedar Cottage to the rear. The proposed elevations plans show extractors on the walls facing both these properties. Cooking odours could have a negative impact on residential amenity, particularly on Cedar Cottage, where the dwelling itself is located a few metres from this building. This issue does not appear to have been addressed in the application.	FPA	22nd July 2026

	We request that due consideration is given to comments by the neighbours at The Brambles and Cedar Cottage in relation to concerns about potential noise from the air conditioning units on the elevation facing their garden. These neighbours already experience considerable noise from the car wash and car vac. Parking: There are 4 dedicated parking spaces, one of which is for registered disabled people. In addition, some users of the facility will have vehicles parked at the EV charging units. However, the plans appear to show over 30 seats for diners. There is a concern that parking is not sufficient, which could lead to congestion on the forecourt and overspill onto the highway. Trading hours: The petrol station itself is open 24 hours per day. It is stated in the Plant Noise Impact Assessment (section 4.06) that the proposed trading hours for the store are 6am to 6pm Monday to Saturday and 7am to 4pm on Sundays and Bank Holidays. However, the Application Form does not give any opening hours and states that hours of opening are not relevant to the proposal. In view of the surrounding dwellings, and the potential for noise disturbance from customers, in our view if approved, this facility should not be permitted to operate in the evenings or at night. Members also noted that there are already a number of restaurant and food establishments within the locality and questions whether the cumulative impact of an additional outlet has been adequately considered. Members are further concerned that the application does not identify the proposed operator or provide sufficient detail regarding the nature of the restaurant use.		
26/0541/NMA	Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS Non-material amendment to planning permission 23/0080/FFU for minor amendments to the consented site layout and alterations to the external envelope of buildings. Members resolved to COMMENT as follows:	Non-Material Amendment	

	It is regrettable that chimneys are no longer included in the design (possibly due to the inclusion of solar panels) as this has diminished the character and heritage appearance of the dwellings.		
26/0544/DTC	Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS Submission of details to comply with condition 5 (landscaping) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane. Members resolved to COMMENT as follows: We request that SHBC consider whether the materials for any of the hard landscaping are permeable, as none are explicitly described as such on the plans. The plans for application 26/0166/DTC (relating to surface water drainage) show areas, predominantly for parking, as having a “porous paving system.” The Drainage Statement for that application also states in the Executive Summary on page 3 that “stormwater will be attenuated within a type C porous paving system”. In relation to soft landscaping, we support the proposal to plant significant stretches of mixed native hedging on the borders of the site.	Details to Comply	
26/0545/DTC	Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS Submission of details to comply with condition 7 (vehicle parking) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane. Members resolved NO OBJECTION with the following COMMENT: The proposed parking layout was approved at the planning application stage, and no changes have been made to the layout. Surrey County Highways recommend that the condition can be discharged.	Details to Comply	
26/0546/DTC	Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS Submission of details to comply with condition 9 (cycle storage) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane.	Details to Comply	

	Members resolved NO OBJECTION with the following COMMENT: Details have been provided of purpose-designed lockable storage units for two bikes, together with a facility for the charging of electric bikes, to be located for each dwelling as shown on the site plan. Surrey County Highways have recommended that this condition can be discharged. Members would welcome confirmation that suitable fire assessments have been undertaken with regards the EV chargers.		
26/0547/DTC	Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS Submission of details to comply with condition 3 (materials) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane. Members resolved to COMMENT as follows: The materials and colour palette appear to reflect the approved drawings, but samples should be submitted to and approved by SHBC as required by the condition. It was not expected that dwellings 7,8,9,17,18,19 and 20 would be rendered at first floor level as no elevation drawings seem to have been submitted for these houses with the original application.	Details to Comply	
26/0548/DTC	Land East Of St Margarets, Woodlands Lane, Windlesham, Surrey, GU20 6AS Submission of details to comply with condition 19 (car parking management plan) of planning permission 23/0080/FFU for the development of 20 affordable dwelling with new access from Woodlands Lane. Members resolved to COMMENT as follows: Details have been provided of the proposed allocation of parking to each dwelling, as required, together with a car parking management plan, which seems reasonable. Only one visitor parking space has been	Details to comply	

	approved for the whole site, which could make it challenging to prevent unauthorised parking.		
26/0576/ADV	Windlesham North Service Station, London Road, Windlesham, Surrey, GU20 6PJ Application for advertisement consent for the display of 2 no. single-sided D6 digital display screens. Members resolved to OBJECTION for the following reasons: We request that SHBC/County Highways consider whether these signs could distract drivers on the A30 and constitute a highways risk. It is proposed that they will be positioned at the very edge of the site on the entry and exit routes and will therefore be in a prominent position, maximising visibility by all road users and not just customers of the petrol filling station. Indeed, the covering letter confirms that the advertisements will not just be for goods and services sold on site but also for local and national campaigns. The Council further requests that due consideration is given to maintaining adequate sight lines and visibility for vehicles entering and exiting the site. The signs will be illuminated, operating 24/7, and although described as “static”, it is confirmed in the covering letter that they will each “be capable of displaying 6 advertising campaigns at a time, sequencing every 10 seconds.” The rotation of the adverts is likely to distract drivers. This is a Green Belt semi-rural location with houses opposite and in our view, the proposal will have a negative impact on residential amenity and the character of the area.	Advert	30 th July 2026
26/0206/PIP	Snows Ride, Hatton Hill, Windlesham, Surrey, GU20 6AD Please note amendment to the description of development. Permission in Principle for the redevelopment of land at Snows Ride, Hatton Hill for between 1 and 2 dwellings following the demolition of all existing buildings.	Planning in Principle	23 rd July 2026

	WPC considered this application at the planning meeting on 24 March 2026 and resolved to object. However, WPC's objection does not appear on SHBC's planning portal. Could this please be followed up.		
26/0571/DTC	Reef House, Snows Ride, Windlesham, Surrey, GU20 6LA Submission of details to comply with condition 9 (Arboricultural method statement) attached to planning permission 22/0587/FFU for Erection of replacement dwelling and replacement ancillary building and associated works following demolition of existing dwelling and ancillary building. Members resolved to COMMENT as follows: The applicant has submitted evidence of contemporaneous monitoring and compliance by the tree specialist during construction. Whilst it appears to be in order, we rely on SHBC to consider and approve the reports as required by Condition 9C. It is noted that at the end of the report dated 18 June 2026, it is stated: "Tree canopy coverage appears normal and as expected. Tree protection has been successful."	Details to Comply	

There being no further business, the meeting closed at 11:40