



# **Windlesham Parish Council**

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

**Held on 2<sup>nd</sup> September 2026 at 11:00am All Saints' Church Hall, Broadway Road, Lightwater**

| <b>Bagshot Cllrs</b> |   | <b>Lightwater Cllrs</b> |   | <b>Windlesham Cllrs</b> |   |
|----------------------|---|-------------------------|---|-------------------------|---|
| 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  
S – substitute    A\* - apologies accepted

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| <b>PLAN/26/42</b> | <b>Apologies for absence</b><br><br>No apologies were received from Cllr Harris and Cllr Wheeler.                                                                                                                                                                                                                                                                                        |
| <b>PLAN/26/43</b> | <b>Declarations of interest</b><br><br>Cllr White declared a non-pecuniary interest in planning application no. 26/0762/FFU as she has spoken to the resident in the past.                                                                                                                                                                                                               |
| <b>PLAN/26/44</b> | <b>Public participation time</b><br><br>No public were present.                                                                                                                                                                                                                                                                                                                          |
| <b>PLAN/26/45</b> | <b>Exclusion of the press and public</b><br><br>To agree any items be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960:<br><br>PLAN/26/48 To consider reasons for Councillor absences<br><br><b>Members agreed that the above item would be discussed in the confidential part of the meeting.</b> |

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| <b>PLAN/26/46</b> | <p>To consider the notification of a planning appeal relating to Farnborough Airport and determine whether the Council wishes to make representations.</p> <p>Members noted that the Planning Committee had previously considered this application on 17 December 2025 and unanimously resolved that the comments submitted at that time remained applicable. Accordingly, the Committee reaffirmed its position of NO OBJECTION for the following reasons:</p> <p>While members expressed concerns regarding environmental impacts and anticipated noise associated with the proposed development, it was also highlighted that the airport represents a major hub for aviation, contributes significantly to regional growth and underscores the need for investment in national infrastructure, recognising the benefits of economic expansion.</p> |
| <b>PLAN/26/47</b> | To consider planning applications and planning appeals received prior to this meeting:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

|             | <b>Bagshot Applications</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                   |                                 |
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| 26/0717/FFU | <p><b>Deep Acre, Dukes Covert, Bagshot, Surrey, GU19 5HU</b></p> <p>Erection of single storey rear extension and first floor rear extension with dormer with changes to fenestration and associated works.</p> <p><b>Members resolved NO OBJECTION with the following COMMENT:</b></p> <p><b>The Committee notes that the calculations have been based on the existing footprint and floor space of the property, rather than the original footprint.</b></p>                                                                                                                           | FPA               | 9 <sup>th</sup> September 2026  |
| 26/0721/DTC | <p><b>Otium House, 2 Freemantle Road, Bagshot, Surrey, GU19 5LL</b></p> <p>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.</p> <p><b>Members NOTED the submission and rely on SHBC to ensure compliance with all relevant planning conditions.</b></p> | Details to comply | 10 <sup>th</sup> September 2026 |

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| 26/0705/CES | <b>3 Heath Road, Bagshot, Surrey, GU19 5LA</b><br>Certificate of lawfulness for the proposed conversion of loft to habitable accommodation, installation of a rear dormer and 2 rooflights.<br><br><b>Members resolved NO OBJECTION.</b>                                                                                                                                                                                                                                                                                                        | Certificate Proposed Development |                                 |
| 26/0720/CES | <b>11 Waggoners Hollow, Bagshot, Surrey, GU19 5RE</b><br>Certificate of lawfulness for the proposed erection of rear dormer along with conversion of roof space to habitable accommodation.<br><br><b>Members resolved NO OBJECTION with the following comment:</b><br><b>Whilst raising no objection to the application, Members expressed concerns regarding the proposed use as a HMO within a residential cul-de-sac, particularly in relation to the limited availability of parking and the potential impact on the surrounding area.</b> | Certificate Proposed Development |                                 |
| 26/0703/FFU | <b>The Beeches, 9 South Farm Lane, Bagshot, Surrey, GU19 5NT</b><br>Erection of a single storey rear extension and fenestration changes.<br><br><b>Members resolved NO OBJECTION.</b>                                                                                                                                                                                                                                                                                                                                                           | FPA                              | 16 <sup>th</sup> September 2026 |
| 26/0747/FFU | <b>15 Lory Ridge, Bagshot, Surrey, GU19 5BS</b><br>Erection of a single storey rear extension following partial demolition of existing conservatory.<br><br><b>Members resolved NO OBJECTION.</b>                                                                                                                                                                                                                                                                                                                                               | FPA                              | 22 <sup>nd</sup> September 2026 |
| 26/0762/FFU | <b>32A High Street, Bagshot, Surrey, GU19 5AZ</b><br>Change of use of the first floor from (Class E) Office to a (Class C3) 1-bedroomed flat with one rear parking space, secure cycle storage and a 7-kW electric-vehicle charging point.<br><br><b>Members resolved NO OBJECTION with the following COMMENT:</b><br><b>Members noted that the required flood risk assessment has been submitted by the applicant.</b>                                                                                                                         | FPA                              | 23 <sup>rd</sup> September 2026 |
|             | <b>Lightwater Applications</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                  |                                 |

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| 26/0714/FFU | <b>18 Northfield, Lightwater, Surrey, GU18 5YR</b><br>Erection of first floor side extension with garage conversion and changes to fenestration.<br><br><b>Members resolved NO OBJECTION.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | FPA                              | 8 <sup>th</sup> September 2026  |
| 26/0743/GPE | <b>3 Outfall Cottages, Blackstroud Lane East, Lightwater, Surrey, GU18 5XR</b><br>Prior approval for a larger home extension (Schedule 2, Part 1, Class A) with a maximum depth of 6 metres, a maximum height of 3.52 metres and an eaves height of 2.52 metres.<br><br><b>Members resolved NO OBJECTION.</b>                                                                                                                                                                                                                                                                                                                                                                               | Class A Part 1                   | 16 <sup>th</sup> September 2026 |
| 26/0758/CES | <b>3 Outfall Cottages, Blackstroud Lane East, Lightwater, Surrey, GU18 5XR</b><br>Certificate of lawfulness for the proposed erection of a single storey side extension.<br><br><b>Members resolved NO OBJECTION.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Certificate Proposed Development |                                 |
| 26/0729/DTC | <b>99-101 Guildford Road, Lightwater, Surrey, GU18 5SB</b><br>Submission of details to comply with Condition 9 (Pedestrian Facilities) attached to planning permission ref. 25/0297/PMR Development of site to provide 21no. Dwellings with associated access, hardstanding, landscaping and parking.<br><br><b>Members NOTED the submission and rely on SHBC to ensure compliance with Condition 9.</b>                                                                                                                                                                                                                                                                                    | Details to comply                |                                 |
|             | <b>Windlesham Applications</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                  |                                 |
| 26/0551/FFU | <b>Oakwood, Chertsey Road, Windlesham, Surrey, GU20 6HY</b><br>Erection of a single storey rear extension, including upper and lower terrace and associated works.<br><br><b>Members resolved NO OBJECTION with the following COMMENT:</b><br><b>The application is for a lower ground floor extension for golf and skiing simulators with a spectator area, together with an extended terrace area. It is stated in the Planning Statement that the proposed new floor area is 183m2 and the volume 550m3, so reasonably substantial, and that these facilities are for use by the occupants of the dwelling. A claim has been submitted for residential extension exemption from CIL.</b> | FPA                              | 8 <sup>th</sup> September 2026  |

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|             | If approved, we suggest a condition that the development shall only be used for the personal enjoyment of the residents of Oakwood and shall not be used for any commercial purposes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |     |                                 |
| 26/0745/FFU | <p><b>Oakwood, Chertsey Road, Windlesham, Surrey, GU20 6HY</b></p> <p>Erection of padel court following infill of existing pond.</p> <p><b>Members resolved OBJECTION for the following reasons:</b></p> <p><b><u>Green Belt:</u></b> In our view, this would constitute inappropriate development within the Green Belt with no “very special circumstances”. We feel that this does not fall within the exemption for a proportionate extension to the main house itself, due to the physical distance from the house. This argument was specifically rejected in the Officer’s report for a previous application for the construction of padel courts on the swimming pool site (25/0951/FFU), which appears from the plans to be a similar distance from the house to the site in this application. The Officer stated (cl 6.4.4):</p> <p>“... notwithstanding the use of the existing pool house and pool, it is set approximately 45m from the main dwelling, with substantial landscaping in between. For the purposes of this assessment on the Green Belt, it would not be considered adjunct to the main dwelling.”</p> <p>We feel that it is unlikely that this falls within the exemption for facilities for outdoor sport and outdoor recreation, due to the enclosed nature of the court, with 4m high walls and 6m high lighting. The plans do not appear to show a roof, but this should be clarified.</p> <p>The fall-back position described (26/0187/CES) can be distinguished from the current proposal in that it was for a 2m high chain link fence (ie half the height and different materials) on a different part of the site (the swimming pool area).</p> <p><b><u>Noise:</u></b> Padel courts can be extremely noisy. Whilst the grounds of this dwelling are large, noise carries and this site borders the new Heathpark Wood development, which is currently under construction. We suggest that a Noise Assessment should be carried out, especially if the court has no roof. It should also be established whether there could be any adverse effect on wildlife.</p> | FPA | 22 <sup>nd</sup> September 2026 |

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|             | <p><b>Lighting:</b> The plans show lighting on 6m high poles. As with the noise, it should be clarified whether there could be any adverse effect on wildlife, especially nocturnal species such as bats, which are known (from the other development in the area under construction) to nest and forage in the area. If this application is approved, there should perhaps be a condition ensuring that lighting is switched off at a designated time.</p> <p><b>The Pond:</b> It is proposed to fill in the main pond although it appears (from the Tree Report) that two new ponds are to be created. It should be clarified whether this could have any impact on drainage or create flooding issues.</p> <p><b>Private purposes:</b> If approved, we suggest a condition that the development shall only be used for the personal enjoyment of the residents of Oakwood and shall not be used for any commercial purposes.</p>     |     |                                 |
| 26/0686/FFU | <p><b>Windlesham Park, Woodlands Lane, Windlesham, Surrey, GU20 6AT</b></p> <p>Conversion of Flats 5 and 6 into a single residential dwelling with associated alterations.</p> <p><b>Members resolved NO OBJECTION.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | FPA | 8 <sup>th</sup> September 2026  |
| 26/0725/FFU | <p><b>Elvetham, Pine Grove, Windlesham, Surrey, GU20 6AW</b></p> <p>Erection of a two storey side extension, first floor extension to create habitable accommodation, single storey front extensions including front porch following demolition of existing garage. With changes to roof form, fenestration, hardstanding and associated works.</p> <p><b>Members resolved NO OBJECTION with the following COMMENT:</b></p> <p><b>A previous similar application was recently refused as a Bat Emergence and Re-Entry Survey was deemed to be required (26/0081/FFU). The relevant survey has now been undertaken, and the report confirms that no emergences or roosts were observed and that no further surveys are required.</b></p> <p><b>Due consideration should be given to the recommendations of the Surrey Wildlife Trust in relation to sensitive lighting, the timing of demolition and site clearance to avoid the</b></p> | FPA | 10 <sup>th</sup> September 2026 |

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|             | <p>breeding bird season, and the incorporation of features to benefit protected species.</p> <p>This application is different to the previous one in that it proposes a single storey front extension (approximately 4m deep) rather than a rear one. However, it appears to be stylistically in keeping with the dwelling, with no windows overlooking the immediate neighbour at St Brannocks.</p> <p>The road is very narrow and there is a need to ensure safe and unobstructed access during the construction works. We understand from the Officer's delegated report for the previous application that this cannot be conditioned but that a relevant informative can be added.</p>                                                                                                                                                                                                                                                                                                                  |                          |                                 |
| 26/0731/FFU | <p><b>Crofters, Snows Ride, Windlesham, Surrey, GU20 6LA</b></p> <p>Erection of detached outbuilding for habitable use, following demolition of existing.</p> <p><b>Members resolved NO OBJECTION with the following COMMENT:</b></p> <p><b>We suggest a condition that the building (proposed to be used as a gym and for a golf simulator) should only be used for purposes ancillary to the main dwelling, should not be used as separate residential accommodation, sold, sub-let or rented out independently and should remain within the curtilage of the main dwelling.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                      | FPA                      | 11 <sup>th</sup> September 2026 |
| 26/0728/PMR | <p><b>Woodcote Lodge, Snows Ride, Windlesham, Surrey, GU20 6PE</b></p> <p>Application under Section 73 of the Town and Country Planning Act to vary condition 2 (approved plans and documents) of planning permission 26/0177/PMR (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) to enlarge side extension.</p> <p><b>Members resolved NO OBJECTION with the following COMMENT:</b></p> <p><b>We understand that this application is for a modest (60cm) increase to the width of the</b></p> | Relaxation/ Modification | 15 <sup>th</sup> September 2026 |

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|  | ground floor snug room to create space for a wheelchair to circulate. This is a Green Belt location. However, we understand that the increases in both floorspace and volume of this and previously approved additions are in the region of 17%, and therefore well within the 30% increase generally regarded as acceptable. |  |  |
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| <b>PLAN/26/48</b> | <p><b>To consider reasons for Councillor absences</b></p> <p>There were no apologies for members to consider.</p> |
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**There being no further business, the meeting closed at 11:40**