



**Windlesham Parish Council**

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**MINUTES OF A MEETING OF WINDLESHAM PARISH COUNCIL’S PLANNING COMMITTEE**  
**Held on Tuesday 7<sup>th</sup> July 2020 at 7.00pm via Zoom videoconferencing**

<b>Bagshot Cllrs</b>		<b>Lightwater Cllrs</b>		<b>Windlesham Cllrs</b>	
Gordon	A	Halovsky-Yu	A	Goodman	P
Trentham	-	Harris	P		
White	P				

**In the Chair:** Councillor Harris  
**In attendance:** Sarah Walker – Clerk to the Council  
Cllr Malcaus Cooper as substitute for Cllr Halovsky-Yu  
Cllr Galliford

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

- PLAN/20/13      To elect the Chairman and Vice-Chairman of the Committee for the ensuing year**
- Cllr Malcaus Cooper nominated, Cllr Goodman seconded and **with 3 votes in favour, Cllr Harris was elected as Chairman of the Committee.**
- Cllr Malcaus Cooper nominated, Cllr Goodman seconded and **all agreed to elect Cllr White as Vice-Chairman of the Committee.**
- PLAN/20/14      Apologies for absence**
- Apologies were received and accepted from Cllrs Halovsky-Yu and Gordon. Cllr Trentham was noted absent without apologies.
- PLAN/20/15      To review and agree the terms of reference for the Committee**
- The terms of reference circulated (as at Appendix A) were **noted and agreed.**
- PLAN/20/16      Declarations of Interest**
- Cllr Galliford declared a non-pecuniary interest in applications 20/0492/CES and 20/0559GPD.
- PLAN/20/17      Public question time**
- No public questions were raised but the Clerk referenced an email from a resident that had been forwarded to all Members in relation to application 20/0559GPD and confirmed that she had a telephone call from another resident about the same application.

**PLAN/20/18 Exclusion of the press and public.**

There were no matters to be dealt with after exclusion of the Press and Public.

**PLAN/20/19 To consider planning applications and planning appeals received prior to this meeting:**

20/0237/FFU	<p><b>Hall Grove Farm Industrial Estate, Bagshot, Surrey, GU19 5HP</b> Change of use of land to provide for the storage of plant (Class B8) and the creation of a replacement earth bund no more than 2 metres in height.</p> <p><b>The Committee had a number of objections to the application, as stated below;</b></p> <p><b>The application is a retrospective application, made some time after the work was completed. It is not acceptable for the developer to have carried out this work, knowing they did not have the relevant planning permission.</b> <b>There are no elevational drawings of the proposed bunds, just a reference to the bunds being 2m in height and there is no reference to the materials to be used. It will have a significant impact on the openness of the green belt as its purpose is to screen an industrial process and is not for there for any agricultural purpose.</b></p> <p><b>There is no information on trees and the impact on boundary trees from the proposed development. The applicant states in the application form that no trees are impacted by the proposal, yet the bund is up against the trees and there has been no formal assessment made of the trees on site. There is no ecology report assessing the impact of the proposal on the surrounding environment nor any noise assessments.</b></p> <p><b>The site is less than 1 hectare in size yet no information has been submitted relating to drainage and how the proposal impacts on the water table, from creating such a large hardstanding area and constructing the bunds.</b></p> <p><b>No heritage statement is submitted even though the bund is on the boundary with the adjacent curtilage to a Listed Building and the Design and Access Statement fails to acknowledge the school or the Listed Building as being adjacent to the site. The school has residential buildings within its grounds that are impacted by the proposal, yet no acknowledgement is made of this fact.</b></p> <p><b>The Committee feel there are no very special circumstances demonstrated to allow the development of the green belt and it is a “bare bones” application with not enough information submitted for it to be properly determined.</b></p>	FPA
20/0493/FFU	<p><b>44 Guildford Road Bagshot Surrey GU19 5LE</b> Erection of a part two storey and part single storey rear extension following demolition of existing rear projection, conversion of loft to form habitable space, alterations to side fenestration including installation of windows to upper floors.</p> <p><b>No objections.</b></p>	FPA

20/0492/CES	<p><b>24 The Close, Lightwater, Surrey, GU18 5RH</b> Certificate of proposed lawful development for the erection of a single storey rear extension, following demolition of existing conservatory.</p> <p><b>The Committee objected to the application for the following reasons: The proximity of the proposed development to the neighbours property means there will be a significant loss of light. The present conservatory has windows which let light through to their property but this will be replaced by a full brick wall and a higher roof. Also the proposed development will build over a mains sewer pipeline that runs across the gardens of 24-23-22 and down to 19 where it joins a junction to proceed to the larger pipe in Guildford Road, which is causing concern for the neighbouring properties.</b></p>	CPD
20/0559/GPD	<p><b>Land West Of 210 Guildford Road Lightwater Surrey GU18 5RL</b> Application for prior notification under Schedule 2, Part 16, Class A of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) to provide the installation of a 20-metre high telecommunications monopole with, 6no antenna and 2no transmission dishes, with 7no ground-based equipment cabinets, and associated works.</p> <p><b>The Committee objected to the location of the siting of the monopole and associated cabinets. Whilst the committee supports the progression of technology and understand the need for this equipment the location is inappropriate. This committee has previously written to the applicant stating that the parcel of land on Guildford Road is currently included in an ongoing improvement strategy of the highway in that area and it is likely that it will not exist in its current state or appearance in the future and therefore may not be available on a long-term basis for the siting of equipment.</b></p>	Other Prior Approval GPDO
20/0553/FFU	<p><b>32 Ridgeway Close, Lightwater, Surrey, GU18 5XX</b> Proposed conversion of existing integral garage to provide new home office and shower room.</p> <p><b>The Committee raised no objection but asked that a condition be imposed if the application is granted that the office does not become separate fully habitable accommodation.</b></p>	FPA
20/0474/FFU	<p><b>9 Kings Lane, Windlesham, Surrey, GU20 6HR</b> Erection of a two storey extension, first floor rear extension and a front porch</p> <p><b>No objections.</b></p>	FPA
20/0507/CES	<p><b>13 Broadley Green, Windlesham, Surrey, GU20 6AJ</b> Application for a Lawful Development Certificate for the proposed erection of a single storey side extension, following demolition of existing side projection.</p> <p><b>No objections.</b></p>	CPD
20/0515/CES	<p><b>30 Chertsey Road Windlesham Surrey GU20 6EP</b> Certificate of lawful development for the proposed hip-to-gable roof enlargement, installation of a dormer window to the rear, roof lights to the front roof slope and a window to the side gable to facilitate a loft conversion</p> <p><b>The Committee had no objections but did query if there would be a loss or reduction of privacy for neighbouring properties due to new windows overlooking their properties.</b></p>	CPD

20/0218/FFU	<p><b>Windlesham Garden Centre (The Windlesham Gardener), London Road, Windlesham, Surrey, GU20 6LL</b></p> <p>Change of use of part of the existing garden centre from Use Class A1 to Use Class A3; demolition of part of the existing building, erection of a single storey glass house extension to be used for Use Class A3 purposes and designation of a smoking area with associated alterations (part retrospective).</p> <p><b>The Committee commented that there was not enough information provided by the applicant to be able to make an assessment and comment on the proposals. It is understood the application has been called in to SHBC and there will be a request for further information to be provided.</b></p>	FPA
20/0498/DTC	<p><b>9 Heywood Drive Bagshot Surrey GU19 5DL</b></p> <p>Application for approval of condition number 3 - Hard and Soft landscaping, of planning consent 19/0728 (raising of land levels in garden up to 1m in height and erection of a 1.8m closed board fence on new land levels to the sides, and a 2.2m fence to the rear on previous land levels)</p> <p><b>The Committee noted the information given.</b></p>	DTC

**PLAN/20/20 Memorials and Inscriptions**

There were no memorials to consider.

**PLAN/20/21 Correspondence**

There was no correspondence to consider.

**There being no further business, the meeting closed at 19.44.**

**The role of the Planning Committee is to ensure that Windlesham Parish Council makes full representations on all planning matters that affect the Parish of Windlesham.**

1. Membership of the committee will consist of a total of 6 members, with a minimum of 1 representative from each village. All other Councillors may act as nominated substitutes.
2. The Chairman and Vice-Chairman of the Council, if not nominated members of the committee, may attend as ex-officio members.
3. Membership of the committee will be determined at the Annual Meeting of the Council and casual vacancies shall be filled from the membership of Full Council.
4. Non-members of the Council may be members of the committee.

### **FUNCTIONS**

#### **The committee shall:**

- a) Operate in accordance with Local Government Law and in accordance with the Council's Standing Orders and Financial Regulations.
- b) Appoint sub-committees or working parties to undertake any specific project work as required.
- c) The committee shall have spending powers to a maximum of £500. The committee shall make recommendations to Full Council on all expenditure in excess of this sum.
- d) Consider and make representations on planning applications.
- e) Make representations on planning appeals notified to the Parish Council and attend public inquiries if considered necessary.
- f) Represent the Council upon all matters relating to local authority development plans.
- g) To recommend all matters in relation to street naming to Full Council.
- h) Manage the Neighbourhood Planning and Village Design Statement processes.
- i) Develop and maintain a list of Community Assets for nomination to SHBC.
- j) Manage the Planning budget (if any) and vire, where necessary, between budget lines held and managed by the committee.
- k) Undertake project work outside of the above remit as directed by Full Council.
- l) Review the Terms of Reference annually and make recommendations to Full Council.

#### **The Chairman of the Committee shall:**

- a) Agree the minutes of the Planning Committee at each Full Council meeting, subject to approval.

