

DUNSFOLD PARISH COUNCIL

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Unit 3, The Orchard
Chiddingfold Road
Dunsfold
GU8 4PB

4th March 2022

NOTICE OF A PARISH COUNCIL MEETING

Councillors are hereby summoned to attend the meeting of Dunsfold Parish Council to be held in the Winn Hall at **7.30 pm on Thursday 10th March 2022.**

Members of the public are welcome to attend Parish Council meetings and are invited to put questions, relevant to the agenda, to the Council between 8.30 pm and 8.45 pm.

Celeste Lawrence - Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

Recommendation: To receive apologies for absence.

2. DECLARATIONS OF INTEREST

Recommendation: To receive any declarations of interest from members in respect of any item to be considered at the meeting and changes to members registered interests.

SUSPEND THE MEETING FOR THE COMMONS COMMITTEE MEETING TO TAKE PLACE

3. RATIFY COMMONS COMMITTEE MEETING

Recommendation: The Chairman to report on the proceedings of the Commons Committee meeting held and members to resolve to adopt the recommendations.

4. PARISH COUNCIL MINUTES

Recommendation: To approve the Minutes of the meeting held on 17th February 2022 as a correct record of decisions taken and the Chairman to sign the Minutes.

5. REVIEW OF ACTIONS FROM THE PREVIOUS PARISH COUNCIL MEETING MINUTES

Recommendation: To review any matters outstanding from the previous minutes and record progress.

6. SATURDAY SURGERY

To note feedback from the Saturday surgery.

7. ANNUAL PARISH MEETING

Recommendation: To AGREE the format of the Annual Parish meeting on 14th April 2022.

8. MEETING DATES 2022/23

Attached to agenda.

Recommendation: To AGREE the meeting dates for the year 2022/23.

9. PLANNING NOTIFICATIONS

Attached to agenda.

To receive notification of decisions made by Waverley Borough Council on recent planning applications.

10. PLANNING APPLICATIONS

WA/2022/00700 - The Bricklayers House, The Common, Dunsfold, GU8 4LJ
Permission for relevant demolition in a conservation area for removal of a fence.

PRA/2022/00759 - Land Adjacent to Elm Corner House, The Green, Dunsfold, GU8 4LX
General permitted development order 2015 schedule 2 part 6 -prior notification application for erection of an agricultural building.

NMA/2022/00716 - 6 Church Green, Church Road, Dunsfold, GU8 4LT
Wa/2021/02588 proposed new access door to the front (south east) elevation. To provide additional access to the front of the property without going through the main house.

Appeal Notice for: Proposed development on Land North of Gratton Chase, Dunsfold, GU8 4NW.
Erection of 21 dwellings (including 8 affordable) together with associated access, parking and landscaping.
Waverley application: WA/2021/0413
Comments due to The Planning Inspectorate by 18th March 2022.

11. SCHOOL SITE

To receive an update on matters relating to the old School site.

12. DUNSFOLD PARK

To receive an update on matters relating to Dunsfold Park including the Dunsfold Park Advisory Group.

13. COMMONS - LEGAL ISSUES

To receive an update on the legal issues concerning the Commons including progress of discussions with Waverley Borough Council.

14. UKOG

To receive an update on issues arising from UKOG's appeal on the refusal of its planning application.

15. KGV MANAGEMENT REPORT

Recommendation: To receive a report on matters from the KGV.

16. AREA OF OUTSTANDING NATURAL BEAUTY

To receive a report on any matters arising.

17. EASEMENT AT 4 ELM CORNER, DUNSFOLD

To receive a report on any matters arising.

18. NEIGHBOURHOOD PLAN

Recommendation: To consider the motion attached. Report attached to agenda.

19. VILLAGE PROJECTS

To receive an update on village projects.

20. WAVERLEY BOROUGH COUNCIL

To receive a report on matters from Waverley Borough Council

21. SURREY COUNTY COUNCIL

To receive a report on matters from Surrey County Council.

22. CORRESPONDENCE

Recommendation: To receive and consider any correspondence.

23. RECEIPTS AND PAYMENTS

Recommendation: To receive accounts for payment.

24. FUTURE AGENDAS

Recommendation: To receive items of business for information or inclusion on a future agenda.

25. PRESS AND PUBLIC

Exclusion of press and public in accordance with section 100A (2) and (4) of the LGA 1972 if required.

Item 8 - Dunsfold Parish Council Meeting Dates 2022/23

9th June 22	DPC
14th July 22	DPC and CC
11th August 22	DPC
15th September 22	DPC and CC
13th October 22	DPC
10th November 22	DPC and CC
8th December 22	Precept and DPC
12th January 23	DPC and CC
16th February 23	DPC
9th March 23	DPC and CC
13th April 23	Annual Parish meeting
11th May 23	Annual Parish Council meeting

(subject to change owing to election year - date not yet known. Councillors

can take office 4 days after the election excluding Sundays and bank holidays. Annual Parish Council meeting must take place within 14 days after councillors take office).

Item 18 - Neighbourhood Plan Regulation 14 Consultation

The next stage of the neighbourhood plan process is regulation 14 pre-submission publicity and consultation. This will be run by our planning consultants Nexus.

Following the recommendation from Waverley Borough Council and the note from Nexus circulated to members of the parish council and attached below, I propose the following:

I propose that, taking into account any further comments from councillors, Dunsfold Parish Council agrees to progress the draft neighbourhood plan document to the pre-submission publicity and consultation stage and gives the chairman and vice chairman, with the assistance of Lynne Hamill, delegated authority to submit the final draft to Nexus.

Proposer: Stephen Hayward

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4th March 2022

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NOTICE OF A MEETING OF THE COMMONS COMMITTEE

Members of the Commons Committee are summoned to attend a meeting of the Commons Committee to be held at **7.30pm on Thursday 10th March 2022 in the Winn Hall, Dunsfold.**

Celeste Lawrence

Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

Recommendation: To receive apologies for absence.

2. MINUTES

Recommendation: To receive for confirmation the Minutes of the Meeting held on 13th January 2022.

3. REVIEW OF ACTIONS FROM THE PREVIOUS MEETING MINUTES

Recommendation: To review any matters outstanding from the previous minutes and record progress.

4. REPORT FROM THE CHAIRMAN OF THE COMMONS STEERING GROUP

Recommendation: To receive a report from the Chairman of the Commons Steering Group.

5. S106 MONIES

Recommendation: To receive a report on tree works being done with the S106 monies.

6. WOODLAND AND POND MANAGEMENT PROGRAMME

Recommendation: To receive a report on the progress of the management plan.

7. COMMON AREA ISSUES

Recommendation: To consider any other issues relating to the Common area.

Planning Notifications March 2022

WA/2019/0796 - LAND SOUTH OF DUNSFOLD ROAD AND EAST OF HIGH LOXLEY ROAD, DUNSFOLD
Consultation on a county matter; the construction operation and decommissioning of a well site for the exploration and appraisal of hydrocarbon minerals from one exploratory borehole (loxley-1) and one side - track borehole (loxley-1Z) for a temporary
Decision: SCC permission NOT granted

WA/2019/1464 - 7 BURNT HILL PLAISTOW ROAD, GODALMING, GU8 4PG
Use of land as a residential gypsy caravan site for siting 12 static caravans and erection of amenity building.
Decision: Pending

WA/2020/1026 - South Fork, Wrotham Hill, Dunsfold
Certificate of lawfulness under section 192 for repositioning of new windows and internal doors.
Decision: Pending on WBC website although reported that the appeal was upheld in part.

WA/2021/0119 - Ashdown, Chiddingfold Road, Dunsfold, GU8 4PB
Erection of two storey extension including alterations to chimney.
Decision: Pending

WA/2021/01450 - Dunsfold Park, Stolvolds Hill, Cranleigh
Application under section 73a to vary condition 9 of wa/2018/0172 condition 9 states that the development is granted for a temporary period expiring on 30th april 2021 to allow temporary use (of part of perimeter track and runway for driving experience days) until 30th april 2024.
Decision: Pending

WA/2021/01914 - Wetwood Rough, High Street Green, Chiddingfold, GU8 4XY
Certificate of lawfulness under s191 for erection of a summer house.
Decision: Withdrawn

WA/2021/02308 - Land South of Dunsfold Road and East of High Loxley Road, Godalming, GU8 4BW
Erection of cattle finishing unit.
Decision: Pending

WA/2021/02581 - South Fork, Wrotham Hill, Dunsfold
Certificate of lawfulness under section 192 for the siting of a caravan for use ancillary to agriculture.
Decision: Pending

WA/2021/02901 - Dunsfold Landrovers Ltd, Common House Road, Dunsfold, GU8 4NP
Change of use from class e(c) to class f1 (c).
Decision: Granted

WA/2021/02929 - Hurstfold, Hurlands Lane, Dunsfold GU8 4NT
Erection of a two storey extension following demolition of existing garage.
Decision: Pending

WA/2021/03105 - 2 Grattons Cottages, The Green, Dunsfold, GU8 4LU
Erection of extensions and alterations.
Decision: Pending

WA/2021/03164 - Wetwood Farm, Chiddingfold Road, Dunsfold, GU8 4PB
Demolition of existing buildings and construction of 12 dwellings with associated access parking and amenity

areas (as amplified by ecological information submitted 04/01/2022 and archaeological assessment submitted 05/01/2022).

Decision: Pending

WA/2021/03081 - Land Centred Coordinates 500833 137030, The Green, Dunsfold

Outline application with all matters reserved except for access for erection of 5 dwellings and associated works including vehicle access.

Decision: Pending

WA/2022/03255 - Land centred coordinates 501563 137208 High Loxley Road, Loxley

Erection of agricultural worker's dwelling and ancillary farm outbuilding.

Decision: Pending

WA/2022/00447 - South Fork, Wrotham Hill, Dunsfold, GU8 4PA

Certificate of lawfulness under section 191 for the use of the land edged red shown on the accompanying plan from agriculture to residential use for a continuous period in excess of 10 years.

Decision: Pending

NMA/2022/00438 - The Bricklayers House, The Common, Dunsfold, GU8 4LJ

Amendment to wa/2021/01860 for the addition of a painted render finish and to amend some window and door styles.

Decision: Pending

WA/2022/00408 - Land at Wetwood Cottage, Chiddingfold Road, Dunsfold

Consultation on a county matter for details of a suds verification report and a scheme of arrangements for deliveries to and removals from site submitted pursuant to conditions 6 and 8 of planning permission ref: wa/2018/1613 dated 4 April 2019.

Decision: Pending

WA/2022/00341 - Ashdown, Chiddingfold Road, Dunsfold, GU8 4PB

Erection of single storey outbuilding following demolition of existing outbuilding.

Decision: Pending

WA/2022/00342 - Ashdown, Chiddingfold Road, Dunsfold, GU8 4PB

Erection of single storey detached outbuilding following demolition of existing shed.

Decision: Pending

WA/2022/00417 - The Mill House, Mill Lane, Dunsfold, GU8 4LP

Erection of extensions and alterations to outbuilding to form habitable accommodation.

Decision: Pending

WA/2022/00315 - Black Barn, Fisher Lane, Chiddingfold, GU8 4TF

Erection of single storey extensions and alterations.

Decision: Granted

WA/2022/00244 - The Mill House, Mill Lane, Dunsfold, GU8 4LP

Erection of garage following demolition of existing garage.

Decision: Pending

WA/2022/00426 - The Mill House, Mill Lane, Dunsfold, GU8 4LP

Listed building consent for erection of extensions and alterations to outbuilding to form habitable accommodation.

Decision: Pending

Dunsfold Neighbourhood Plan

Planning Policy Position Paper: March 2022

Introduction

1. The purpose of this Policy Position Paper is to provide an update on the current policy context relevant to the preparation of the Dunsfold Neighbourhood Plan and the expression of housing requirements as 'minimum' figures. The Position paper also sets out potential issues arising associated with any delay to the plan-making process.

Dunsfold Neighbourhood Plan

2. Preparation of the Dunsfold Neighbourhood Plan began in 2017 with the Neighbourhood Plan area being formally designated by Waverley Borough Council in August 2017. Although a number of consultations / surveys have been undertaken, plan-making progress has not to-date reached the Regulation 14 Draft Neighbourhood Plan consultation stage. This being the first key milestone in preparing the Neighbourhood Plan.
3. In view of this, very limited, if at all any weight, can be given to the Neighbourhood Plan as part of any planning application decision making process. The more advanced the preparation of a plan, the greater the weight that may be given to it by a decision-maker. Once finally 'made' a neighbourhood plan has the same Development Plan status as a Local Plan.

National Planning Policy Framework

4. The National Planning Policy Framework (NPPF), updated July 2021, reconfirms the Government's longstanding policy to significantly boost the supply of homes. The NPPF outlines (paragraph 61) that 'strategic policies' should determine the minimum number of homes needed.
5. Strategic policies are those policies contained within a Local Plan as opposed to a Neighbourhood Plan. However, in the absence of a Neighbourhood Plan, any Local Planning Authority is able to put in place non-strategic policies for a given area. This can include allocating land for development. For example the Waverley Local Plan Part 1 (adopted February 2018) contains the strategic policies for the borough; whereas the emerging Waverley Local Plan Part 2 contains the non-strategic policies, which for a number of areas includes site allocations.
6. With regard to the 'minimum' requirement, it is noted that paragraph 11(b) outlines that for plan-making it is the 'strategic policies' that should as a minimum, provide for objectively assessed needs for housing and other uses.
7. In view of the above, whilst the longstanding expression of housing requirements has been they are a 'minimum' as opposed to a 'cap' or 'maximum' the wording of the NPPF infers that this relates to 'strategic policies' (those within a Local Plan) as opposed to 'non-strategic policies' (those within a Neighbourhood Plan).

8. That said, within the overarching national planning policy context, especially the wider Government commitment to significantly boost housing, all housing requirements within Local, or Neighbourhood Plans are likely to be treated by a decision-makers as minimum figures, unless clear and demonstrable local factors are demonstrated otherwise.

Waverley Local Plan Part 1

9. The Waverley Local Plan Part 1 (WLPP1) was adopted in February 2018. Policy ALH1: The Amount and Location of Housing states, amongst other things:

*"The Council will make provision for **at least** 11,210 net additional homes in the period from 2013 to 2032 (equivalent to at least 590 dwellings a year)*

*Each parish is allocated the following **minimum** number of new homes to accommodate (including homes permitted and built since April 2013 and, in the case of the main settlements, anticipated windfall development:*

Smaller Villages

Dunsfold (not including Dunsfold Aerodrome): 100

Waverley Local Plan Part 2

10. Waverley Borough Council (WBC) submitted the Waverley Local Plan Part 2 (LPP2) to the Secretary of State on 22 December 2021. An Examination in Public (EiP) is expected to commence over the coming months.
11. The appointed Inspector issued a series of preliminary matters (Document Reference Number: ID-01) to WBC on 14 February 2022. WBC will in due course provide a written response to cover the matters raised. Of particular relevance we note:
 - (1) An update has been requested on progress with neighbourhood plans.
 - (2) The Inspector appears to have some concern over the robustness of the Council's housing land supply position.

5-Year Housing Land Supply

12. In December 2021 WBC published an updated 5-year housing land supply position of 5.2 years supply. However, two subsequent planning appeals¹ have confirmed that at best the land supply position is between 4.01 and 4.25 years.
13. In view of this, until such a time that WBC is again able to demonstrate it has a robust 5-year housing land supply position, the presumption in favour of sustainable development, as set out within paragraph 11 of the NPPF is engaged as part of the decision making process.
14. However, the exception to this being areas where there is a 'made' neighbourhood plan. In areas where there is a 'made' neighbourhood plan that allocates land for development, WBC's housing land supply position would need to drop to less than 3-years supply until the presumption in favour of sustainable development is automatically engaged. For example, the presumption in favour of sustainable development would not currently be engaged for planning applications within Chiddingfold Parish as it has a recently 'made' Neighbourhood Plan; whereas the presumption would

¹ Planning Inspectorate references: APP/R3650/W/21/3278196 and APP/R3650/W/21/3280136

currently be engaged as part of the decision-making process for planning applications within Dunsfold Parish.

Discussion

Minimum Housing Requirements

15. At both national and local level, the overarching policy context relating to housing figures is that they should be expressed as 'minimum' requirements and not viewed as a cap to development. The Basic Conditions against which the Dunsfold Neighbourhood Plan would be examined in due course, include amongst other things:
 - (a) Have regard to national policies and advice contained in guidance issued by the Secretary of State; and
 - (b) The neighbourhood plan is in general conformity with the strategic policies contain in the development plan for the area of the authority.
16. In view of the above, the Dunsfold Neighbourhood Plan could progress without expressing the housing requirement as a minimum figure. However, in doing so, the risk would be that any appointed Examiner in due course makes a recommendation to modify the plan to include the 'minimum' wording. This change might be made in response to representations submitted at the Regulation 15 stage, or the Examiner's own independent review of the Plan against national and adopted Local Plan policy.

Delays to Plan Preparation

17. Should no progress be made on the Dunsfold Neighbourhood Plan ahead of the LPP2 examination, there is a risk that the Inspector could recommend Main Modifications to allocate land within Dunsfold Parish to address, or help ensure that there is a robust 5-year housing land supply position across the borough from the date of adoption. This would take full power away from the community on determining where development should go, and potentially also result in a greater quantum of growth.
18. To minimise this risk, we would recommend looking to progress the Neighbourhood Plan to the Regulation 14 stage ahead of the LPP2 examination in public commencing. This would provide demonstrable evidence to the Inspector that the plan was progressing.
19. Until the Neighbourhood Plan is 'made' the presumption in favour of sustainable development will continue to be engaged as part of the decision making process in instances where WBC is unable to demonstrate a 5-years housing land supply position. Once the Plan is 'made', it provides a greater level of protection against speculative planning applications based on a housing land supply shortfall as WBC's land supply position would need to be below 3-years supply before the presumption in favour of sustainable development is engaged.

March 2022

Expenditure		
Mr & Mrs WG Goodall	Office rent	180.00
Celeste Lawrence	Stationary	13.39
JW Elliott & Sons	Commons cut x 1	2538.00
JW Elliott & Sons	Commons cut x 2	1488.00
Sage Software Ltd	Payroll	8.40
SLCC	Training	54.00
RJ Walker	Clearance School pond/ditch digging	1120.00
Celeste Lawrence	Clerks PAYE February	878.68
HMRC	Tax & NI February	44.31
Surrey Pension Fund	Contribution February	234.16
		6558.94
Income		
Surrey County Council	Members allowance for bench	622.00