



# RUNNYMEDE BOROUGH COUNCIL

## PLANNING COMMITTEE

28 APRIL 2004

### APPENDICES

<u>APPENDIX</u>	<u>REPORT</u>	<u>PAGE. NO.</u>
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## BVPI 205 QUALITY OF SERVICE CHECKLIST

Definition	Comment	Timescale for Compliance
<p>A. Whether the authority provides guidance to applicants on the requirements for submission of applications under the Planning Acts, reflecting the different types of development.</p> <p>1. Is the guidance accessible in writing?</p> <p>2. Is the guidance pre-prepared?</p> <p>3. Does the guidance reflect the size and types of development envisaged in the development plan?</p>	<p><b>Yes</b> - guidance notes are available to accompany application forms. Available in paper copy and on Council's website</p> <p><b>Yes</b></p> <p><b>Yes</b> - different guidance notes for different applications (e.g. specific note for household applications)</p>	<p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p>
<p>B. Whether the authority provides pre-application advice.</p> <p>4. Is the pre-application advice available for all types of applications under the Planning Acts reflecting the size and type of the development envisaged?</p> <p>5. Does the advice have regard to the history of the site of the proposed development where relevant?</p> <p>6. Is the advice accessible through written, electronic media or verbally during reasonable office hours reflecting the needs of different users?</p>	<p><b>Yes</b> - staff available to give advice</p> <p><b>Yes</b> - planning history and informal correspondence checked</p> <p><b>Yes</b> - advice given verbally at reception desk, or on the telephone. Letters and emails responded to</p>	<p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p>

Definition	Comment	Timescale for Compliance
<p>C. Whether, in addition to what is offered by CABE<sup>1</sup> and English Heritage, the authority has arrangements to access specialist advice on design<sup>2</sup> in the preparation of the local development plan, planning guidance and in determining all types of applications under the Planning Acts.</p>		
<p>7. Is there specialist advice available in-house, from another authority or group of authorities, from public bodies, or from the private sector?</p>	<p>Yes - qualified urban designer in Policy &amp; Implementation section</p>	<p>ALREADY COMPLIANT</p>
<p>8. Is the advice used for the preparation of the local development plan, planning guidance and the determination of all types of applications under the Planning Acts?</p>	<p>Yes</p>	<p>ALREADY COMPLIANT</p>
<p>9. Are the arrangements for securing the advice permanent and continual?</p>	<p>Yes - permanent post on the establishment</p>	<p>ALREADY COMPLIANT</p>
<p>D. Whether, in addition to what is offered by CABE and English Heritage, the authority has local arrangements to access specialist advice on the historic environment in the preparation of the local development plan, planning guidance and in determining all types of applications under the Planning Acts.</p>		
<p>10. Is there specialist advice available in-house, from another authority or group of authorities, from public bodies, or from the private sector?</p>	<p>Yes - conservation advisor shared with Spelthorne &amp; Elmbridge. Also in-house expertise &amp; SCC guidance</p>	<p>ALREADY COMPLIANT</p>
<p>11. Is the advice used for the preparation of the local development plan, planning guidance and the determination of all types of applications under the Planning Acts?</p>	<p>Yes</p>	<p>ALREADY COMPLIANT</p>
<p>12. Are the arrangements for securing the advice permanent and continual?</p>	<p>Yes</p>	<p>ALREADY COMPLIANT</p>

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Definition	Comment	Timescale for Compliance
<p>E. Whether there is a multidisciplinary team approach to determining major applications.<sup>3</sup></p> <p>13. Is this an approach which integrates the contribution of different appropriate disciplines in a way which reflects the size, scale and complexity of the development?</p> <p>14. Are lead officers available (including at pre-application stage) to manage and co-ordinate development advice and information and subsequent application processing?</p> <p>15. Is there a project management approach to managing activities in relation to the applications?</p>	<p><b>Yes</b> - case officer co-ordinates progress on application including liaison with consultees</p> <p><b>Yes</b> - case officer has both initial pre-application discussions, then is responsible for processing application</p> <p><b>No</b> - no formal process in place</p>	<p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>September 2004</p>
<p>F. Whether the authority provides the capability for an electronic planning service.</p> <p>1. Planning page accessible form council home page</p> <p>2. Online planning register</p> <p>3. Can you view application drawings &amp; attachments</p> <p>4. Can you view appeals</p> <p>5. Facility to comment on planning applications</p> <p>6. Facility to monitor applications online</p>	<p><b>Yes</b></p> <p><b>Yes</b></p> <p><b>Yes</b></p> <p><b>Yes</b></p> <p><b>Yes</b></p> <p><b>No</b> - this will require modifications to the planning computer system and is being investigated, although no timescale has yet been set for implementation</p>	<p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>ALREADY COMPLIANT</p> <p>-</p>

Definition	Comment	Timescale for Compliance
7. Online decision registers	No - work in hand to implement this	June 2004
8. Can the decision notice be viewed	No - work in hand to implement this	June 2004
9. Are the conditions/reasons for refusal listed	No - work in hand to implement this	June 2004
10. Can officer's reports be viewed	Yes	ALREADY COMPLIANT
11. Can Committee meeting schedule be viewed	Yes	ALREADY COMPLIANT
12. Can records of Committee meetings be viewed	Yes	ALREADY COMPLIANT
13. In there online planning help-text	Yes	ALREADY COMPLIANT
14. Online application submission	No	COMPLIANT December 2004
15. Can you pay the planning fee online	Yes	ALREADY COMPLIANT
16. Can drawings, photographs and documents associated with the online application be attached to an electronic application	No	COMPLIANT December 2004
17. Downloadable forms	Yes	ALREADY COMPLIANT
18. Is the development plan text available	Yes	ALREADY COMPLIANT
19. Is the proposals map available	Yes	COMPLIANT
20. Is the proposals map linked to policy	Yes	ALREADY COMPLIANT
21. Is the proposals map comprehensive and easy to use	Yes	COMPLIANT

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<sup>1</sup> Commission for Architecture & the Built Environment

<sup>2</sup> Should include advice from a qualified architect, urban designer or landscape architect

<sup>3</sup> Major applications is defined as all applications for more than 50 houses or 10,000 square metres of industrial, commercial or retail floorspace

PLANNING APPLICATIONS DETERMINED BY  
 \*\*\*\*\*  
 DIRECTOR OF TECHNICAL SERVICES  
 \*\*\*\*\*

FROM 29TH MARCH TO 9TH APRIL 2004

<u>APP. NO.</u>	<u>LOCATION AND PROPOSAL FOLLOWED BY DECISION</u>
03/0942	Builders Yard, Bates Walk, Addlestone Erection of five, two bedroom flats with off-street parking and amenity space. <b>DECISION: REFUSE</b>
03/1063	Lyne Hill Farm, Lyne Crossing Road, Chertsey Application for Certificate of Existing Lawful Use for the retailing of animal feed; horse tack, eggs, jam and marmalades, flowers, fencing panels, posts and general timber, items of clothing associated with horses, cleaning items, grooming equipment. <b>DECISION: GRANT CERTIFICATE OF EXISTING LAWFULNESS</b>
03/1456	7 Rushmere Place, Englefield Green, Egham Reduce one branch of an Oak tree by up to two-thirds to the rear of the property (amended description). <b>DECISION: GRANT</b>
04/0085	Land at Coxes Lock/Wey Navigation, Bourneside Road, Addlestone Works to and removal of Alder trees. <b>DECISION: GRANT</b>
04/0098	61 Green Lane, Addlestone Formation of dropped kerb to allow vehicular access. <b>DECISION: REFUSE</b>
04/0110	17 Common Lane, New Haw, Addlestone Erection of part two storey, part single storey side extension and single storey front extension following demolition of existing car port. <b>DECISION: REFUSE</b>
04/0149	7 South Road, Englefield Green Erection of two storey chalet style 4 bedroom dwelling following demolition of existing bungalow. <b>DECISION: REFUSE</b>

APP. NO.      LOCATION AND PROPOSAL FOLLOWED BY DECISION

- 04/0156      1 Colonels Lane, Chertsey  
Erection of single storey side and rear extension following demolition of existing garage.  
**DECISION:**                      **GRANT**
- 04/0163      21 Harcourt Close, Egham  
Erection of single storey front and rear extension.  
**DECISION:**                      **GRANT**
- 04/0164      76 Bourneside Road, Addlestone  
Erection of two storey rear and single storey front extension following demolition of existing rear conservatory.  
**DECISION:**                      **GRANT**
- 04/0166      98 Bourneside Road, Addlestone  
Erection of single storey front extension.  
**DECISION:**                      **GRANT**
- 04/0167      19 Runnemedede Road, Egham  
Erection of detached garage to side of property.  
**DECISION:**                      **GRANT**
- 04/0168      24 St. Paul's Road, Staines  
Erection of conservatory to the rear of the property.  
**DECISION:**                      **GRANT**
- 04/0169      29 Weston Avenue, Addlestone  
Erection of single storey rear extension and repositioning of existing conservatory.  
**DECISION:**                      **GRANT**
- 04/0170      12 and 14 Lime Tree Walk, Virginia Water  
Reduce Lime tree at 12 Lime Tree Walk by 30% and remove deadwood and regrowth on trunk and fell 3 Laburnum trees in rear garden of 14 Lime Tree Walk all protected by Tree Preservation Order No. 143.  
**DECISION:**                      **GRANT**
- 04/0172      Wendover, Wey Manor Road, New Haw, Addlestone  
Erection of car port to front of dwelling house.  
**DECISION:**                      **GRANT**

APP. NO.      LOCATION AND PROPOSAL FOLLOWED BY DECISION

- 04/0173      Brackenbyrne, 15 Brock Way, Virginia Water  
Construction of an outdoor swimming pool with plant room to the side/rear of the property (retrospective).  
**DECISION:**                      **GRANT**
- 04/0174      18 Sandalwood Avenue, Chertsey  
Works to 2 Oak trees.  
**DECISION:**                      **GRANT**
- 04/0175      45 High Street, Egham  
Display of 1 No. x internally illuminated fascia sign and 1 No. internally illuminated projecting sign.  
**DECISION:**                      **GRANT**
- 04/0176      Flat 2, Wentworth House, 37-41 High Street, Addlestone  
Variation of Section 52 Agreement to allow unrestricted occupation.  
**DECISION:**                      **REFUSE**
- 04/0178      Chestnut House, Gorse Hill Road, Virginia Water  
Erection of detached two storey dwelling with dormer windows and rooms in roofspace and with attached triple garage and gymnasium to the front and front entrance gates, following demolition of existing dwelling and garage. (Amendments to RU.02/1257.)  
**DECISION:**                      **REFUSE**
- 04/0179      1B Nobles Way, Egham  
Erection of single storey rear extension.  
**DECISION:**                      **GRANT**
- 04/0180      69 Grove Court, The Grove, Egham  
Erection of detached garage  
**DECISION:**                      **REFUSE**
- 04/0181      15 Harpesford Avenue, Virginia Water  
Erection of single storey side extension following removal of existing sheds.  
**DECISION:**                      **GRANT**
- 04/0184      The Haven, Rosemary Lane, Thorpe  
Loft conversion to create habitable accommodation with new dormer window to the front and insertion of velux windows to side and rear.  
**DECISION:**                      **GRANT**

APP. NO.      LOCATION AND PROPOSAL FOLLOWED BY DECISION

- 04/0187      5 Astor Close, Addlestone  
Erection of two storey rear extension following demolition of existing conservatory.  
**DECISION:**                      **REFUSE**
- 04/0189      5 Chestnut Drive, Englefield Green, Egham  
Erection of two storey and single storey rear extension.  
**DECISION:**                      **GRANT**
- 04/0193      32 Twynersh Avenue, Chertsey  
Erection of rear conservatory.  
**DECISION:**                      **GRANT**
- 04/0195      Unit 4, Marlborough Business Centre, Hanworth Lane, Chertsey  
Use of premises as a vehicle testing station in conjunction with existing car repairs and servicing.  
**DECISION:**                      **GRANT**
- 04/0196      21 Rosefield Gardens, Ottershaw, Chertsey  
Erection of two storey rear extension incorporating a rear dormer window and a chimney to side of property.  
**DECISION:**                      **GRANT**
- 04/0197      2 Moore Close, Addlestone  
Erection of single storey rear extension with insertion of velux windows.  
**DECISION:**                      **GRANT**
- 04/0198      Tall Timbers, Timber Hill Close, Ottershaw  
Erection of single storey rear extension and alterations to roof at first floor level to increase habitable accommodation incorporating two rear dormer windows. (Revised plans received 05/04/04.)  
**DECISION:**                      **GRANT**
- 04/0199      104 Vegal Crescent, Englefield Green, Egham  
Amendments to RU.00/0290, RU.00/0660, RU.00/0969 and RU.01/0282 for erection of semi-detached bungalow (retrospective).  
**DECISION:**                      **GRANT**
- 04/0201      14 Park Road, Egham  
Erection of first floor rear extension.  
**DECISION:**                      **GRANT**

APP. NO.      LOCATION AND PROPOSAL FOLLOWED BY DECISION

- 04/0202      r/o 32 Rusham Road, Egham  
Outline application for siting and means of access for the erection of detached, two bedroom house.  
**DECISION:**                      **REFUSE**
- 04/0203      Trehane, Oak End Way, Woodham, Addlestone  
Erection of part two storey/part single storey rear extension, insertion of rear dormer window and single storey side extension.  
**DECISION:**                      **REFUSE**
- 04/0204      17 Tennyson Road, Addlestone  
Erection of part two storey, part single storey rear extension and conversion of loft to allow habitable accommodation incorporating a rear dormer and side window and rooflights to the front.  
**DECISION:**                      **REFUSE**
- 04/0205      Ruxley House, 2 Hamm Moor Lane, Addlestone  
Siting of 2 portacabins for a temporary period.  
**DECISION:**                      **REFUSE**
- 04/0206      3 Victoria Street, Englefield Green, Egham  
Erection of conservatory to rear of property.  
**DECISION:**                      **REFUSE**
- 04/0212      10 The Paddocks, New Haw, Addlestone  
Erection of two storey front extension and first floor extension over part of existing garage.  
**DECISION:**                      **REFUSE**
- 04/0213      16 Lasswade Road, Chertsey  
Erection of two storey rear extension.  
**DECISION:**                      **REFUSE**
- 04/0214      105 Crockford Park Road, Addlestone  
Erection of conservatories to the rear and side, construction of attached garage to the front, retention of dormer window inserted to rear elevation in conjunction with loft conversion and removal of existing garage.  
**DECISION:**                      **GRANT**

APP. NO.      LOCATION AND PROPOSAL FOLLOWED BY DECISION

- 04/0215      41 Farleigh Road, New Haw, Addlestone  
Erection of single storey side and rear extension, new dormer window to first floor rear extension and new pitched roof over front porch.  
**DECISION:**                      **GRANT**
- 04/0216      27 Pinewood Avenue, New Haw, Addlestone  
Erection of first floor rear extension.  
**DECISION:**                      **GRANT**
- 04/0217      111 Bond Street, Englefield Green, Egham  
Erection of first floor front extension, alterations to front elevation and increase in roof height to allow insertion of two dormer windows and construction of balcony to first floor rear extension.  
**DECISION:**                      **GRANT**
- 04/0222      10 Meadow Gardens, Staines  
Erection of single storey rear extension and two storey side extension.  
**DECISION:**                      **GRANT**
- 04/0226      4 Jubilee Crescent, Addlestone  
Erection of rear conservatory.  
**DECISION:**                      **GRANT**
- 04/0227      The Round House, St. Ann's Hill Road, Chertsey  
Removal of 6 trees subject to Tree Preservation Order No. 1 to allow the installation of new railings.  
**DECISION:**                      **GRANT**
- 04/0229      11 Mayfield Gardens, Staines  
Removal of existing roof to allow first floor accommodation above existing bungalow and single storey front and side extensions.  
**DECISION:**                      **REFUSE**
- 04/0280      Hillside Gardens, Addlestone  
Erection of two garages and the formation of vehicle hardstanding.  
**DECISION:**                      **REFUSE**

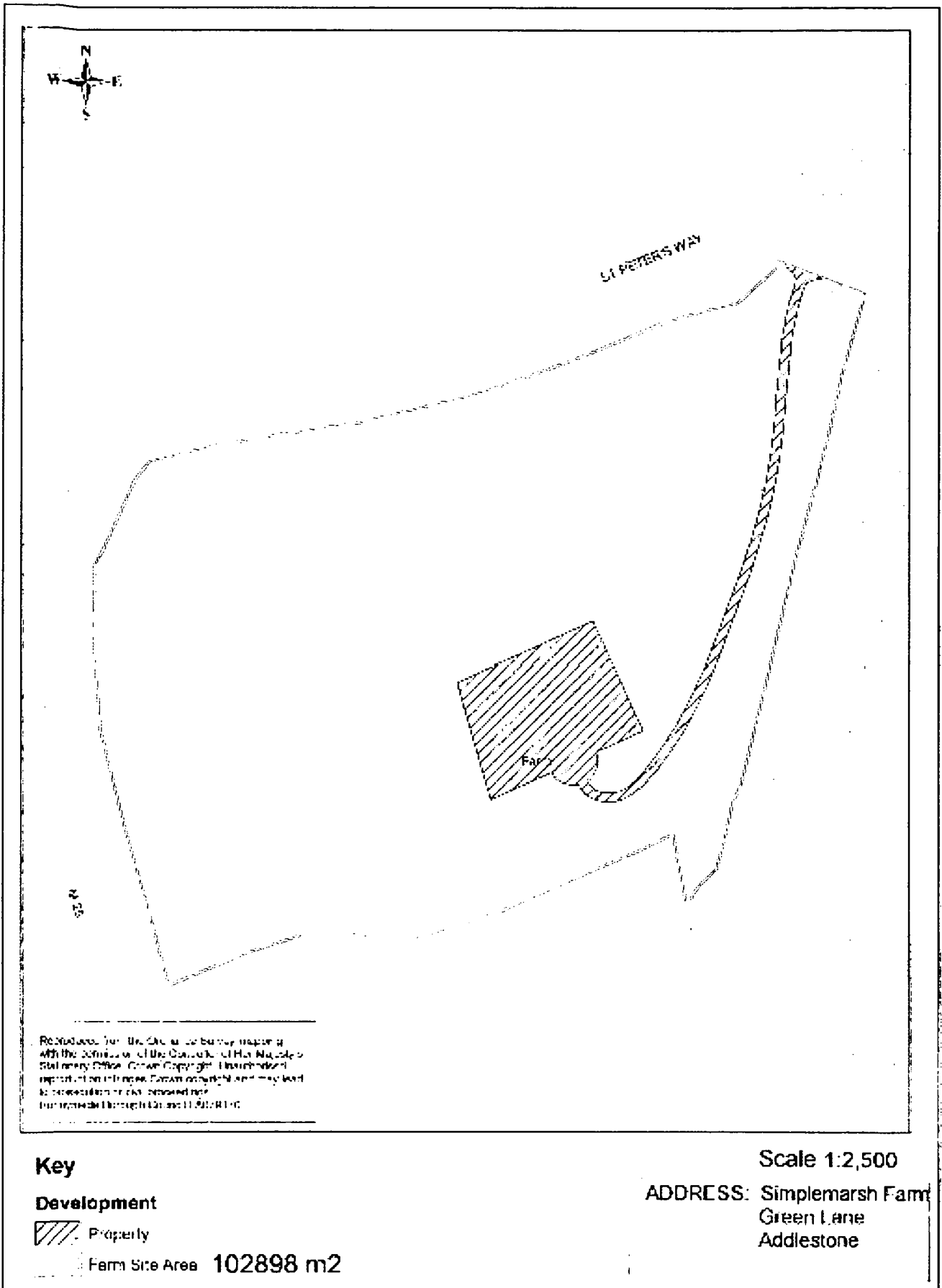
**DELEGATED DECISIONS IN CONSULTATION WITH CHAIRMAN & VICE-CHAIRMAN**

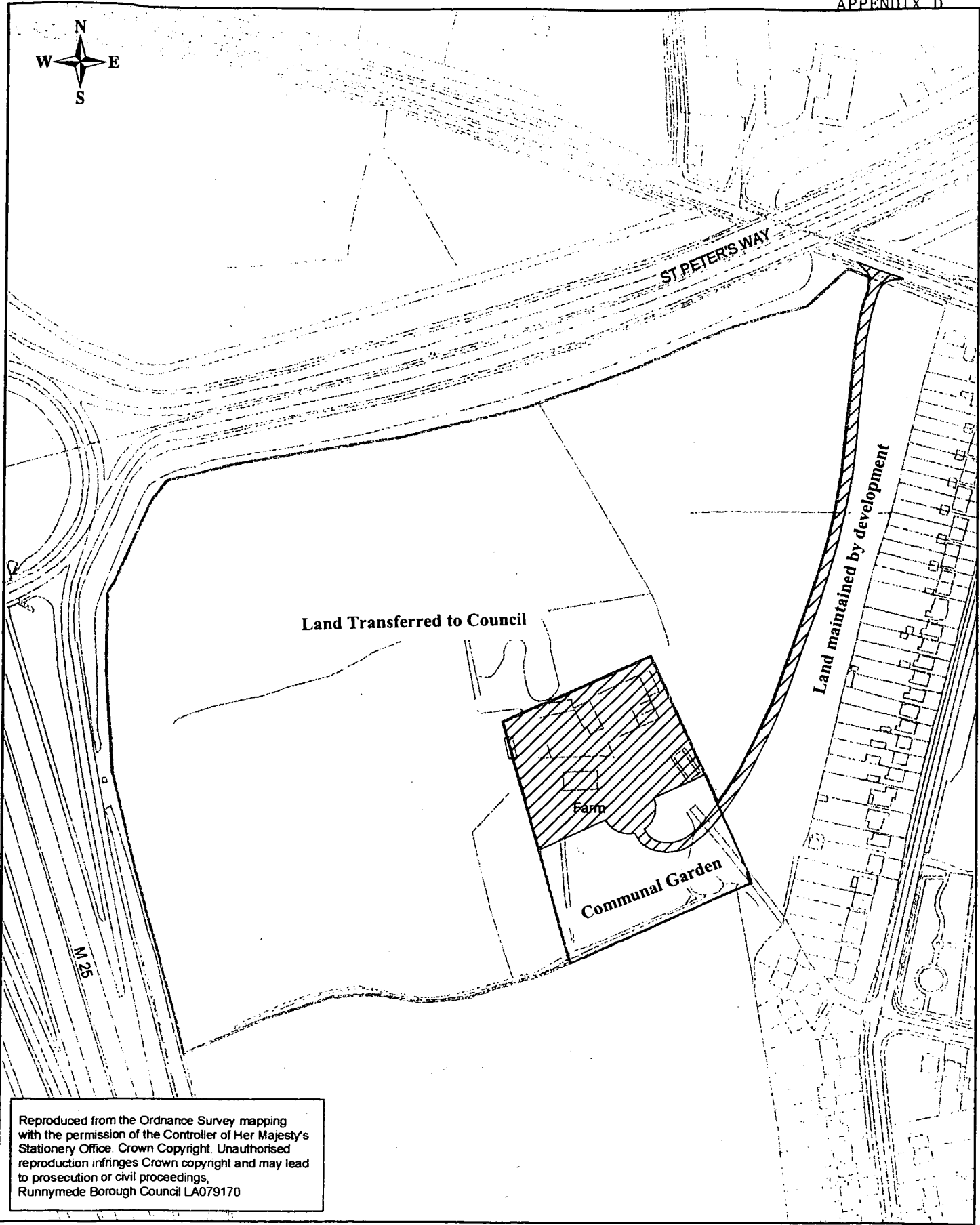
**APP. NO.      LOCATION AND PROPOSAL FOLLOWED BY DECISION**

04/0129      30 Free Prae Road, Chertsey  
Erection of single storey side and rear extension.  
**DECISION:                      GRANT**

04/0171      5 Crosslands, Chertsey  
Erection of two storey side and single storey rear extension.  
**DECISION:                      GRANT**

04/0182      Land adjacent to 16 Limes Road, Egham  
Renewal of outline planning permission RU.01/0083 granted for the erection  
of a two storey detached dwelling with an integral single garage.  
**DECISION:                      GRANT**





Land Transferred to Council

Farm

Communal Garden

Land maintained by development

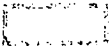
M25

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**Key**

**Development**

 Property

 Transferred Land 81325.70 m2

Scale 1:2,500

ADDRESS: Simplemarsh Farm  
Green Lane  
Addlestone

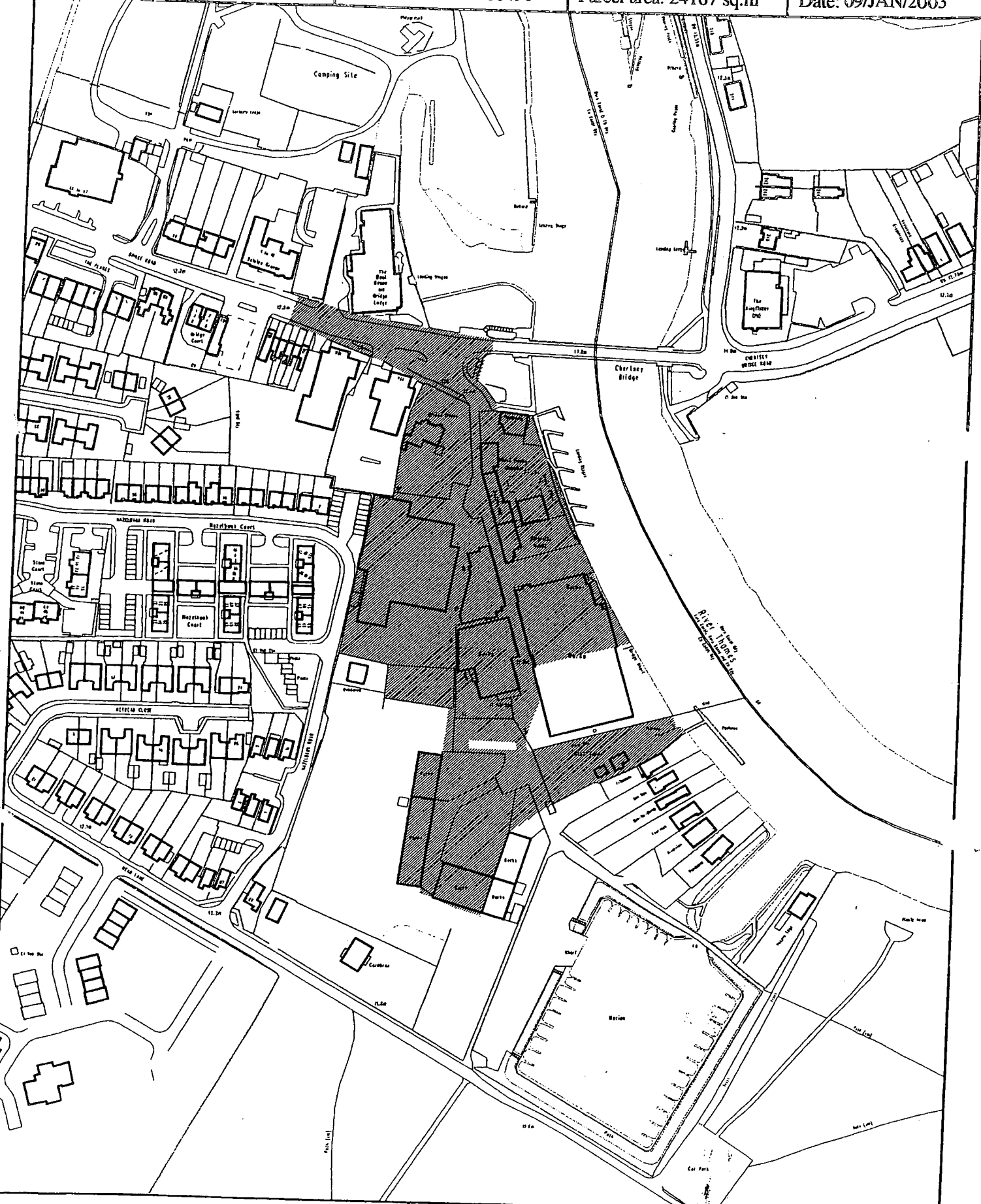
Parcel ID: 47009

Scale 1:2500

Grid ref: 505361/166491

Parcel area: 24167 sq.m

Date: 09/JAN/2003



Current Address:

BRIDGE WHARF  
BRIDGE ROAD  
CHERTSEY

RU.02/1123

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