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Date: 15 July 2025

## Notice of meeting

### Planning Committee

**Date:** Wednesday, 23 July 2025

**Time:** 7.00 pm

**Place:** Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

#### To the members of the Planning Committee

Councillors:

M. Gibson (Chair)

D.L. Geraci (Vice-Chair)

C. Bateson

S.N. Beatty

M. Beecher

M. Buck

T. Burrell

R. Chandler

D.C. Clarke

K. Howkins

M.J. Lee

L. E. Nichols

K.E. Rutherford

P.N. Woodward

Substitute Members: Councillors J. Button, S.M. Doran, S.A. Dunn, A. Gale, K.M. Grant, N. Islam and S.C. Mooney

*Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.*

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

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# Agenda

## Page nos.

**1. Apologies and Substitutions**

To receive any apologies for non-attendance and notification of substitutions.

**2. Minutes**

**5 - 10**

To confirm the minutes of the meeting held on 25 June 2025 as a correct record.

**3. Disclosures of Interest Under the Member's Code of Conduct**

To receive any disclosures of interest from councillors under the Members' Code of Conduct.

**4. Declarations of interest under the Council's Planning Code**

To receive any declarations of interest from councillors under the Planning Code including contact with applicants/objectors.

Planning Applications and other Development Control matters  
To consider and determine the planning applications and other development control matters detailed in the reports listed below.

**5. Planning application 25/00293/FUL - Terminal House, Station Approach, Shepperton, TW17 8AS (Building A)**

**11 - 28**

**Ward**

Shepperton Town

**Proposal**

Two-storey side extension to the commercial building

**Recommendation**

Approve the application subject to conditions as set out in the Recommendation Section (paragraphs 8.1, 8.2 and 8.3)

**6. Planning application 25/00291/FUL - Terminal House, Station Approach, Shepperton, TW17 8AS (Building B)**

**29 - 46**

**Ward**

Shepperton Town

### **Proposal**

Two-storey side extension to the commercial building

### **Recommendation**

Approve the application subject to conditions as set out in the Recommendation Section (paragraphs 8.1, 8.2 and 8.3)

- |           |  |                |
|-----------|--|----------------|
| <b>7.</b> | <b>Planning application 25/00659/HOU, 38 Wrens Avenue, Ashford, TW15 1AP</b> | <b>47 - 60</b> |
|-----------|--|----------------|

### **Ward**

Ashford East

### **Proposal**

Erection of a single storey outbuilding at the rear of the site (following demolition of outbuilding)

### **Recommendation**

Approve the application subject to conditions as set out in the Recommendation Section (paragraphs 7.1, 7.2 and 7.3)

- |           |   |                |
|-----------|---|----------------|
| <b>8.</b> | <b>Planning Application 25/00683/PDH - 38 Wrens Avenue, Ashford, TW15 1AP</b> | <b>61 - 72</b> |
|-----------|---|----------------|

### **Ward**

Ashford East

### **Proposal**

Prior Approval Notification for a single storey rear extension extending 6 metres beyond the rear wall of the original house, with a maximum height of 3 metres and a height of 2.9 metres to the eaves (following demolition of existing garage and single storey rear extension)

### **Recommendation**

Approve the application subject to a reason and condition as set out in the Recommendation Section (paragraphs 7.1, 7.2 and 7.3)

- |           |                                |                |
|-----------|--------------------------------|----------------|
| <b>9.</b> | <b>Planning Appeals Report</b> | <b>73 - 82</b> |
|-----------|--------------------------------|----------------|

To note details of the Planning appeals submitted and decisions

received between 12 June 2025 and 10 July 2025.

**10. Major Planning Applications 83 - 86**

To note the details of future major planning applications.

**11. Glossary of Terms and Abbreviations 87 - 92**

**Minutes of the Planning Committee  
25 June 2025**

**Present:**

Councillor M. Gibson (Chair)  
Councillor D.L. Geraci (Vice-Chair)

**Councillors:**

C. Bateson	D.C. Clarke	K.E. Rutherford
M. Buck	K. Howkins	P.N. Woodward
T. Burrell	M.J. Lee	
R. Chandler	L. E. Nichols	

**Substitutions:** Councillors J. Button (In place of S.N. Beatty)  
A. Gale (In place of M. Beecher)

**In Attendance:** Councillor Williams

**31/25 Minutes**

The minutes of the meeting held on 28 May 2025 were approved as a correct record.

**32/25 Disclosures of Interest Under the Member's Code of Conduct**

There were none.

**33/25 Declarations of interest under the Council's Planning Code**

There were none.

**34/25 Planning application 25/00508/FUL - Shepperton Splash, New Road, Shepperton, TW17 0QQ**

**Description:**

Temporary change of use of land for car parking in support of temporary film-making operations.

**Additional Information:**

The last sentence in paragraph 3.2 should be deleted as follows:

3.2 'There is an existing access to New road which currently serves Shepperton Splash and the car boot sale which operates on Saturdays during the summer months. ~~The car boot area, which is on adjoining land under the ownership of the applicant is separate from this facility~~'

Revision to Condition 01 replacing 17 weeks with 19 weeks, ending 07 November 2025.

**Public Speaking:**

In accordance with the Council's procedure for speaking at meetings, J Long, GSR Productions spoke for the proposed development raising the following key points:

1. The application is for temporary parking for a 4 month period
2. The land is currently used for parking by 'Splash' and as part of a car Boot sale at weekends.
3. This application is not for additional parking but is an alternative space
4. Over the 4 months the filed would only be used for 79 days
5. Only 33 of the 79 days would result in more than 120 cars using the site
6. No parking at weekends therefore will not impact on the 'Splash' visitors
7. All cars would drive straight into the site and will then be checked some distance from the entrance thus preventing queuing on New Road
8. No vans or trucks will park on this site
9. Cars will arrive between 6am and 8am and leave between 6pm and 8pm.
10. Staff would be required to avoid Charlton Village and surrounding residential areas
1. Cars will initially use the spaces to the south of the site first which is screened from the main road by a copse of trees.

In accordance with the Council's procedure for speaking at meetings, Councillor Howkins spoke as Ward Councillor against the proposed development raising the following key points:

1. The application is an inappropriate use of green belt land
2. This would result in an increase in traffic in the surrounding area
3. This could result in the increase risk of flooding

**Debate:**

During the debate the following key issues were raised:

1. If the application was approved the applicant would have to repair any damage caused to the site
2. The temporary parking would take place in a wet season so repairs would not be able to be undertaken until the following spring/summer
3. The applicant would lay down matting across the site if there was a prolonged period of rain
4. Surrey County Council Highways Department are planning on carrying out roadworks later in the year directly outside of the entrance so this could result in a gridlock situation in peak hours
5. The site is uneven
6. The applicant should be looking at alternative sites that may be more suitable
7. Concerns around lighting needed on the site and the impact that this could have on residents
8. Increase in the level of traffic would be to the detriment of the residents living in the surrounding area
9. As this application is only for weekend parking this would not impact on the ability for the weekend car boot sale to be held
10. This is a 'one-off' request and would not be repeated
11. There would be a constant stream of traffic accessing and leaving the site from early in the morning until late at night

Councillor Clarke requested a recorded vote

<b>For</b>	Cllrs Buck, Button, Gale, Nichols
<b>Against</b>	Cllrs Bateson, Clarke, Geraci, Gibson, Howkins, Lee, Rutherford, Woodward
<b>Abstain</b>	Cllrs Burrell, Chandler

The motion to approve the application FELL.

It was proposed by Councillor Geraci and seconded by Councillor Clarke that the Local Planning Authority is minded to refuse the application as it amounts to inappropriate development with the Green Belt under the NPPF and there are no very special circumstances that will outweigh any harm.

The Committee voted on the revised motion as follows:

**For – 9**

**Against – 1**

**Abstain - 2**

**Decision:**

The motion to refuse the application was carried for the following reason:

The application amounts to inappropriate development with the Green Belt under the NPPF and there are no very special circumstances that will outweigh any harm.

**35/25      Planning application 25/00308/RVC and 25/00307/RVC, Old Station, Moor Lane, Staines-upon-Thames, TW18 4BB**

**Description:**

**25/00308/RVC**

Variation of Conditions 2 (Approved Plans) and 3 (Materials) of planning approval 24/01052/FUL for 'External Alterations including new openings at lower ground level, access ramps and railings to create an external play area' to allow for amendments to the approved plans including extension to the fence line to extend across the widened ramp that replaces existing staircase; the installation of an entrance gate within the proposed fence line extension; increase in railing height from 1.3m to 1.8m; and for the materials to be approved as part of this application and with a subsequent compliance condition.

**25/00307/RVC**

Variation of Conditions 2 (Approved Plans) and 3 (Materials) of approval 24/01053/LBC for 'Internal and External Alterations including new openings at lower ground level, access ramps and railings to create an external play area' to allow for amendments to the approved plans including internal alterations to openings and layout; extension to the fence line to extend across the widened ramp that replaces existing staircase, the installation of an entrance gate within the proposed fence line extension; increase in railing height from 1.3m to 1.8m; and for the materials to be approved a spart of this application and with a subsequent compliance condition.

**Additional Information:**

Reference is made in the report to the railings being 1.2m in height. They are in fact 1.3m in height as set out in the application description.

Paragraph 8.2 of both applications to amend Condition 2 regarding plans to:

The development hereby permitted shall be carried out in accordance with the following approved plans: Site Location Plan; E1000 re B; E1100 rev B; E1101 rev B; E1102 re B, E1190 rev B; E1199 rev B, E2000 rev B; EL101 rev P2; EL102 rev P2; PD101 rev P5, PD102 rev P5; PD103 re P5 received on 02 September 2024 and drawings nos. 201; 202 1; 202 2; 202 3; 203; 204; 205; 206; 207; 208; 209 and 210 received ~~29.05~~ 25.06. 2025.

**Public Speaking:**



In accordance with the Council's procedure for speaking at meetings, Vincent Young spoke against the proposed development raising the following key points:

1. The plans do not show the Old Station Mews (apartments and car parking). The Mews is in very close proximity to the proposed changes and therefore the plans should show how the Old Station Mews fits into the site
2. Residents wanted guarantees put in place that there would be sufficient space allowed for manoeuvring in and out of the parking spaces.
3. When previously considered by the Planning Committee it was agreed that the fencing had been chosen to respect the listed building status and preserve its charm.
4. Why was the increase in the height of the railings not mentioned at the previous meeting?

In accordance with the Council's procedure for speaking at meetings, Councillor Williams spoke as Ward Councillor against the proposed development. He declared to the meeting that he was also a resident of Moor Lane, Staines-upon-Thames. He raised the following key points:

1. The concerns of the residents have been ignored and the maps provided by the applicant do not include the Old Station Mews building
2. The residents' vehicle movements and turning circle, especially for the disabled bay has not been taken into account
3. How the 6 feet high fence will affect the residents' amenity has not been addressed
4. There is no explanation with regard to how at least 50 people would be able to access the site to drop off and pick up the children
5. The surrounding area consists mainly of double yellow lines and permit holder only parking so there is limited on street parking

### **Debate:**

During the debate the following key issues were raised:

1. The application did not include any alterations to the parking that had previously been agreed by this Committee.
2. Why does the applicant want to increase the height of the railings?.
3. The increased height of the railings is not necessary
4. The ramp is replacing the staircase that was previously there.
5. Could the Committee refuse the increase in height of the railings but approve the ramps – no, this is one application so if the committee refuses one part, they refuse it all.
6. Any increase in security can only be positive for the safeguarding of the children.
7. The increase in the height of the railings would provide additional security and would prevent people gaining access to the children

8. Increase in the height of the railings would have a negative impact on the vista of the site

The Committee voted on the proposal as follows:

**For: 11**

**Against: 2**

**Abstain: 1**

**Decision:**

The application was **approved** subject to conditions as set out in the recommendation section of the report.

### **36/25     Planning Appeals Report**

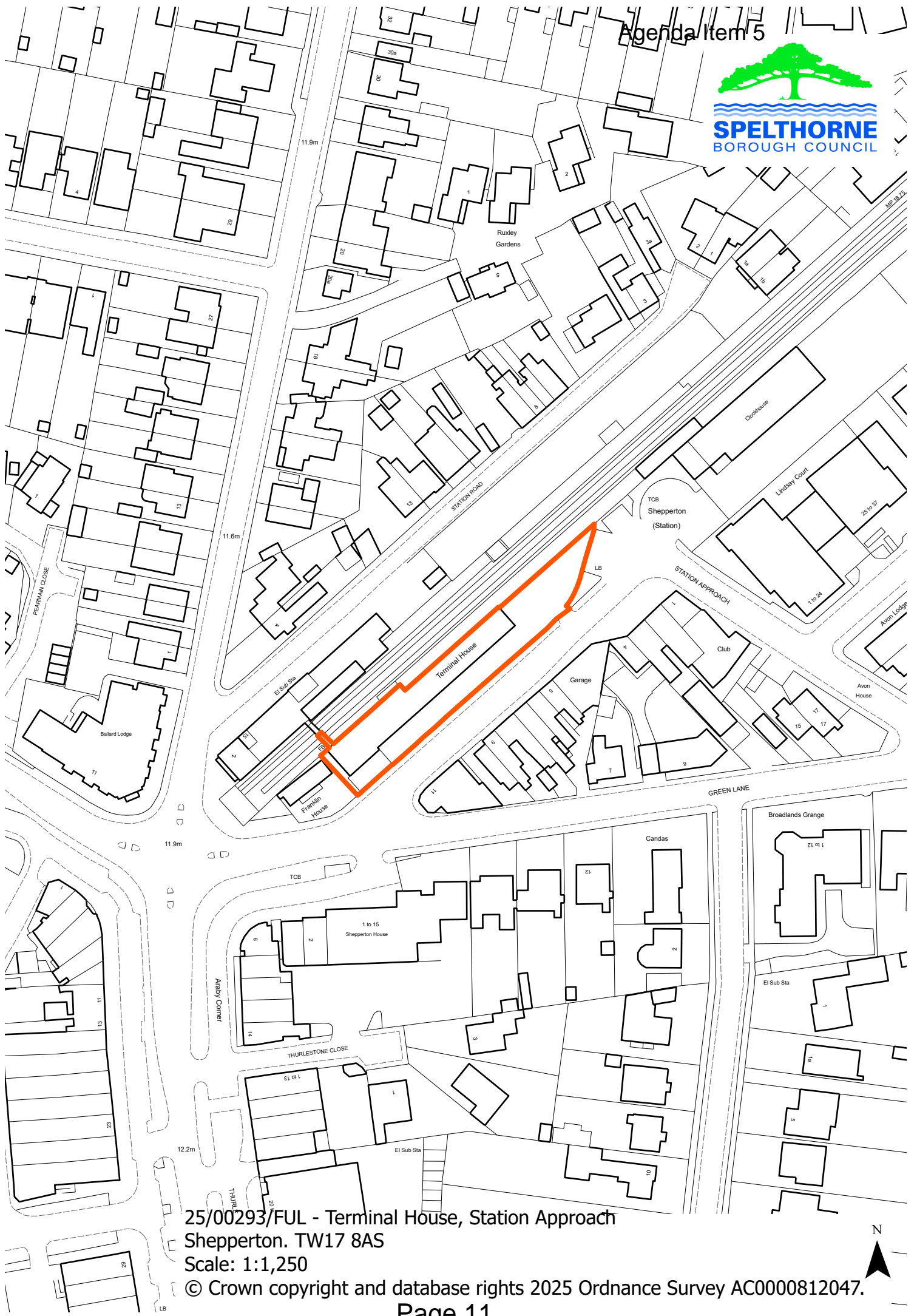
The Chairman informed the Committee that if any Member had any detailed queries regarding the report on Appeals lodged and decisions received since the last meeting, they should contact the Interim Planning Development Manager.

The Committee **resolved** that the report of the Interim Planning Development Manager be received and noted.

### **37/25     Major Planning Applications**

The Interim Planning Development Manager submitted a report outlining major applications that may be brought before the Planning Committee for determination.

The Committee **resolved** that the report of the Interim Planning Development Manager be received and noted.



25/00293/FUL - Terminal House, Station Approach

Shepperton. TW17 8AS

Scale: 1:1,250

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# Planning Committee

23 July 2025



<b>Application No.</b>	25/00293/FUL		
<b>Site Address</b>	Terminal House, Station Approach, Shepperton, TW17 8AS (Building A to the south east of the railway line)		
<b>Applicant</b>	Mr Lipa Fried		
<b>Proposal</b>	Two-storey side extension to the commercial building		
<b>Case Officer</b>	Matthew Clapham		
<b>Ward</b>	Shepperton Town		
<b>Called-in</b>	This application has been called in by Councillor Boughtflower on the basis that the development, by virtue of its size, bulk and massing will have a detrimental effect on the street scene.		
<b>Application Dates</b>	Valid: 24.03.2025	Expiry: 19.05.2025	Target: Extension of Time agreed to 25.07.2025.
<b>Executive Summary</b>	<p>This planning application involves the erection of a two storey extension to the existing office building – identified as ‘Building A’ in the application on the south eastern side of the railway line, (as opposed to ‘Building B’ on the north western side of the railway line and subject to a separate application (25/00291/FUL) which is also to be presented to the Committee this evening).</p> <p>The site is located within a designated Employment Area, and the principle of extending the office building for commercial purposes is considered acceptable. The proposed extension matches the design and style of the existing building, and provides increased floorspace within an existing Employment Area.</p> <p>The proposed development is not considered to be detrimental to the amenity of nearby dwellings and other properties. The County Highway Authority has made no objection to the proposal on highway safety grounds. The level of car parking is considered acceptable. There would be no objection on tree grounds. There are no flooding concerns.</p> <p>The proposal would support the existing employment use of the site.</p> <p>Accordingly, the scheme complies with Policies EN1, CC3 and EM1 of the Core Strategy and Policies DPD 2009 and the proposal is therefore considered to be acceptable.</p>		
<b>Recommended Decision</b>	Approve the application subject to conditions as set out in the <b>Recommendation</b> section (paragraphs 8.1, 8.2 and 8.3).		

## MAIN REPORT

### 1. Development Plan

- 1.1 The following policies in the Council's Core Strategy and Policies DPD 2009 are considered relevant to this proposal:
- EN1: Design of New Development
  - CC3: Parking Provision
  - LO1: Flooding
  - EM1: Employment Development
- 1.2 The National Planning Policy Framework (NPPF) December 2024 is also relevant.
- 1.3 On 19 May 2022, the Council agreed that the draft Spelthorne Local Plan 2022 – 2037 be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The public consultation for the Pre-Submission Publication version of the Local Plan ended on 21st September 2022 and the local plan was submitted to the Planning Inspectorate on 25th November 2022.
- 1.4 An Examination into the emerging Local Plan commenced on 23 May 2023. However, it was paused to allow time for the new council to understand and review the policies and implications of the emerging Local Plan and to address the issues that were identified in the first week of the Examination, in particular flood risk and its potential implications in relation to the site allocation and delivery strategy of the plan.
- 1.5 On 12 December 2024, the Planning Inspectorate confirmed that the Local Plan examination would resume on the 27 January 2025. This has now taken place and the Examination closed on 18 February 2025. Adoption of the Local Plan by Council could be by September 2025 subject to the plan being found sound by the Inspector and public consultation undertaken on the Main Modifications <https://spelthornelocalplan.info/evidence-base/>
- 1.6 The following policies of the Pre-Submission Spelthorne Local Plan 2022 – 2037 are of relevance:
- PS2: Designing Places and Spaces
  - SP2: Ashford, Shepperton and Sunbury Cross
  - E3: Managing Flood Risk
  - ID2: Sustainable Transport for New Developments
- 1.7 The [National Planning Policy Framework](#) (NPPF) states at para 49 that:
- Local planning authorities may give weight to relevant policies in emerging plans according to:

- a) the stage of preparation of the emerging plan (the more advanced its preparation, the greater the weight that may be given);
- b) the extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and
- c) the degree of consistency of the relevant policies in the emerging plan to this Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given).

- 1.8 Section 38(6) the Planning and Compulsory Purchase Act 2004 ([https://www.legislation.gov.uk/ukpga/2004/5/pdfs/ukpga\\_20040005\\_en.pdf](https://www.legislation.gov.uk/ukpga/2004/5/pdfs/ukpga_20040005_en.pdf)) requires applications to be determined in accordance with the development plan (unless material considerations indicate otherwise) and not in accordance with an emerging plan, although emerging policies may be a material consideration.
- 1.9 At this stage, the policies in the Pre-Submission Spelthorne Local Plan carry limited weight in the decision-making process. The adopted policies in the 2009 Core Strategy and Policies DPD carry substantial weight in the determination of this planning application.

## 2. Relevant Planning History

Ref. No.	Proposal	Decision and Date
25/00291/FUL	Two-storey side extension to the commercial building (Building B)	Pending Consideration
25/00436/PAP	The change of use from commercial space (Class E) to residential 21 studio flats (Class C3)	Granted 23.05.2025
25/00437/PAP	The change of use from commercial space (Class E) to residential 17 studio flats (Class C3)	Granted 23.05.2025
25/00792/FUL	The addition of a new floor to the existing office building (Building A)	Pending Consideration
25/00793/FUL	The addition of a new floor to the existing office building (Building B)	Pending Consideration

### 3. Description of Current Proposal

#### The application site and surrounding area

- 3.1 The application relates to Terminal House and specifically 'Building A' located on the south eastern side of the railway line at Shepperton Station. Terminal House comprises two separate office buildings, the other being on the northwestern side of the railway line, (known as 'Building B') with both buildings being linked by an elevated walkway across the railway line.
- 3.2 With regard to planning application 25/00291/FUL, also for a two-storey side extension to the commercial building (Building B), this is also being presented to the Planning Committee today for determination.
- 3.3 The existing building is a two-storey office block with a low profile pitched roof and backs directly onto the railway line with a frontage to Station Approach. There is car parking to the front of the building and to the side. The site is located within the urban area and within the designated Shepperton Employment Area. The existing building is located within the Flood Zone 2 (between 1 in 100 and 1 in 1000 year event), although the area where the proposed extension is to be sited falls largely outside any flood risk area. The area is mixed in character with commercial uses and some residential properties above retail and commercial uses, with Shepperton Railway Station being located to the north and east of the site.

#### Proposal

- 3.4 The proposal involves the erection of a two storey side extension to the existing office building. The proposed extension will measure 25.641m in length, has a depth of 5.45m, and 6.14m in height. The extension has been amended to be set in by 1m to the rear to allow for maintenance, etc., to the extension without compromising the railway platform to the rear. This is in response to concerns raised by Network Rail. It will match the low profile pitched roof in appearance and is of a design and use of materials that matches the existing office building. The application form states there will be no loss of parking spaces with the existing 18 being retained. However, following the submission of amended plans, a total of 24 parking spaces will be provided, a reduction of 4 spaces from the existing situation. The additional commercial floorspace will be Use Class E (Commercial, Business and Service). It will have a total additional floorspace of 228 sq. m.
- 3.5 The full set of proposed plans are provided as an Appendix.

### 4. Consultations

The following table shows those bodies consulted and their response.

#### Statutory Consultees

Consultee	Comment
County Highway Authority	No objections.



## Non-Statutory Consultees

<b>Consultee</b>	<b>Comment</b>
<b>Network Rail</b>	Objection.
<b>Tree Officer</b>	No objections.
<b>Environmental Heath (Contamination)</b>	Requested Informative as property is located on former railway land.

## **5. Public Consultation**

- 5.1 A total of 8 properties were notified of the application.
- 5.2 The Council has received 11 letters of objection to the application. One letter raised concerns regarding the change of use to residential, apparently relating to the prior approval application.
- 5.3 Reasons for objecting include:
- Inadequate Parking Provision
  - Material inaccuracies in planning submission
  - Overdevelopment
  - Access for emergency vehicles

## **6. Planning Issues**

- Principle
- Impacts upon the Character and Appearance of the Area.
- Residential Amenity.
- Parking and Highway Safety.
- Flooding

## **7. Planning Considerations**

### Background

- 7.1 The application does not relate to any change of use to residential and the extension in question is not part of the proposal for the conversion of the existing building from an office to 21 residential studio flats (25/00436/PAP). The conversion to residential was approved under Schedule 2, Part 3, Class MA of the Town and Country Planning (General Permitted Development) Order 2015 (as amended). A requirement of Class MA is that the use of a building subject to a prior approval application has to have been within Use Class E for a continuous period of at least 2 years prior to the date of the application for prior approval. The extension would have to be erected and used within Class E for a minimum of two years before it could be subject to an application to convert to residential.

### Principle of Development

- 7.2 The site is located within the urban area and is also located within a designated Employment Area. Policy EM1 (Employment Development) of the Core Strategy and Policies Development Plan Document 2009 (CS & P DPD) states that within the defined Employment Areas, the Council will support in

principle proposals for employment development and encourage proposals for extensions that enable business needs to be met and make the most effective use of available employment land.

- 7.3 Notwithstanding the Prior Approval that has been granted for the conversion of the existing building into residential flats, this application is for an extension to an existing commercial property in the same Use Class E commercial use as existing. Any potential future uses for the site are not material planning considerations in determining this application.
- 7.4 It is relevant to note that the site has not been identified as a Strategic Employment Area in the Council's Pre-Submission Spelthorne Local Plan June 2022 (i.e. the emerging Local Plan).
- 7.5 Therefore, the principle of an extension to this existing commercial premises to expand the employment use in Shepperton is acceptable and complies with Policy EM1 of the CS & P DPD.

#### Design and Appearance

- 7.6 Policy EN1(a) of the CS & P DPD states that the Council will require a high standard in the design and layout of new development. Proposals for new development should demonstrate that they will: create buildings and places that are attractive with their own distinct identity; they should respect and make a positive contribution to the street scene and the character of the area in which they are situated, paying due regard to the scale, height, proportions, building lines, layout, materials and other characteristics of adjoining buildings and land.
- 7.7 The site is located on the periphery of the town centre and within the Shepperton Employment Area. The area is mixed in character where there is a variety of different building styles and scale. The existing building itself is a 1960's commercial building, with a low profile pitched roof. The proposed extension will replicate the design and style of the host building to which it will be attached and will have a similar height to that part of the existing building to which it is to be attached. It extends 25.641m and has a depth of 5.45m. The distance between the frontage of the extended building matches that of the existing building, creating a similar extended area of hardstanding for cars to park off Station Approach directly outside Terminal House. Materials are shown to match the existing building.
- 7.8 Therefore, it is considered that the proposed design and appearance is acceptable and complies with the requirements of Policy EN1 of the CS & P DPD and the NPPF.

#### Impact on adjoining properties

- 7.9 Policy EN1(b) of the CS & P DPD states that new development should achieve a satisfactory relationship to adjoining properties avoiding significant harmful impact in terms of loss of privacy, daylight or sunlight, or overbearing effect due to bulk and proximity or outlook.
- 7.10 With regards to impact on light and overbearing, the proposed development would be located adjoining the railway line, with the station and drop off area

to the east and the existing office building to the west. The nearest neighbouring properties are those on the opposite side of Station Approach to the south. Directly in front of the proposed extension is a single storey car repair / MOT garage and to the west of these are primarily two storey properties with commercial uses at ground floor level. To the east, the properties increase to three storeys closest to the station itself. These properties are located approximately 17m away from the proposed extension, which stands at 6.14m in height. As such, it is not considered that the proposal will give rise to any significant adverse impacts to nearby properties in regard to any loss of light or overbearing.

- 7.11 The proposed extension will have windows along its front and rear elevations at both ground and first floor level. However, in view of the relationship with nearby properties and the 17m separation distance to the properties on the other side of Station Approach, no loss of privacy is considered to result from the proposal.
- 7.12 It is not considered that any noise and disturbance arising from the construction will give rise to any significant harm that would justify refusal on these grounds. The proposed extension is for the same use as existing and the site is located close to the railway and in an existing commercial area. Therefore, the proposal is not considered to result in any ongoing concerns regarding noise from the future Use Class E use of the extension.
- 7.13 Therefore, the proposed extension is not considered to result in any adverse impacts upon the amenity of adjoining properties and complies with Policy EN1 of the CS & P DPD.

#### Parking

- 7.14 Policy CC3 (Parking Provision) of the CS & P DPD states that the Council will require appropriate provision to be made for off-street parking in development proposals in accordance with its maximum parking standards.
- 7.15 The Council's Supplementary Planning Guidance on Parking Standards sets out the maximum number of parking spaces required for types of development and in General Note 1 states that 'Car parking provision below the standards set out in this document may be acceptable in areas well-served by public transport, particularly town centres'.
- 7.16 A total of 24 no. parking spaces are to be provided, a reduction in the 28 spaces currently provided. The Council's Parking Standards stipulate a maximum of 33 parking spaces for a scheme of this size. Although the proposed parking provision is 9 spaces below the maximum standard, this is a maximum and it is therefore considered acceptable. Moreover, the County Highway Authority has not raised any objections to the proposed parking provision.
- 7.17 Accordingly, the proposed level of car parking is considered acceptable and complies with Policy CC3 of the CS & P DPD.

#### Highway Issues

7.18 Policy CC2 of the CS & P DPD states that the Council will seek to secure more sustainable travel patterns by only permitting traffic generating development where it is or can be made compatible with the transport infrastructure in the area taking into account:

- number and nature of additional traffic movements, including servicing needs,
- capacity of the local transport network,
- cumulative impact including other proposed development,
- access and egress to the public highway,
- highway safety.

7.19 The County Highway Authority (CHA) was consulted on the planning application and has not raised any objections on highway safety matters, subject to a condition requiring a Construction Transport Management Plan.

7.20 It is therefore considered that the proposal's impact on the highway is acceptable, and that the development complies with Policy CC2.

#### Flooding

7.21 Policy LO1 of the CS & P DPD states that the Council will seek to reduce flood risk and its adverse effects on people and property in Spelthorne.

7.22 The existing building is located within Flood Zone 2, which has a medium probability of flooding with between 1 in 100 year and 1 in 1000 year chance of flooding. However, the area subject to the proposed extension falls outside of this area and is within Zone 1 with less than 1 in 1000 year chance of flooding. The proposal is considered to be in a 'less vulnerable' use and falls outside of the criteria where the Environment Agency should be consulted. Therefore reference is made to the Environment Agency Standing Advice and suitable conditions are recommended.

7.23 In terms of existing surface water flooding, the Environment Agency's flood maps show that site is not in an area at risk of surface water flooding.

7.24 Accordingly, the proposal is considered acceptable on flooding grounds and complies with Policy LO1 and the NPPF.

#### Trees and Biodiversity

7.25 Policy EN8 of the CS & P DPD (Protecting and Improving the Landscape and Biodiversity) states that the Council will seek to protect and improve the landscape and biodiversity of the Borough by ensuring that new development, wherever possible, contributes to an improvement in the landscape and biodiversity and also avoids harm to features of significance in the landscape or of nature conservation interest.

7.26 The application is not subject to the National Biodiversity Net Gain (BNG) requirements, as the existing site has virtually no ecological value, being entirely covered by the hardstanding of the car park and surroundings to the existing building.

- 7.27 The Council's Tree Officer has visited the site and has noted that one tree will be lost as a result of the proposed development. However, that tree is already located within a planter area and has outgrown the area in which it is located. As such, it is not in a condition that is worthy of a tree preservation order and its removal cannot be resisted.
- 7.28 Accordingly, the proposal is considered to comply with Policy EN8 of the CS & P DPD.

#### Climate Change

- 7.29 The Climate Change Supplementary Planning Document (SPD) was adopted by the Council in April 2024. It provides more detailed guidance to applicants on how to implement adopted Policy SP7 from the Core Strategy 2009. Policy SP7 seeks to reduce climate change effects by:

- a) promoting inclusion for renewable energy, energy conservation and waste management in new and existing developments*
- b) development reduces the need to travel and encourages alternatives to car use*
- c) encourage non car-based travel,*
- d) promoting the efficient use and conservation of water resources,*
- e) promoting measures to reduce flooding and the risks from flooding,*
- f) supporting measures to enhance and manage Staines' role as a public transport interchange.*

- 7.30 There are also three implementation policies; Policy CC1: Renewable Energy Conservation and sustainable Construction, Policy CC2: Sustainable Travel and Policy CC3: Parking provision.

- 7.31 Policy CC1 states that the Council will require residential development of one or more dwellings and other development involving new building or extensions exceeding 100 sq. m to include measures to provide at least 10% of the development's energy demand from on-site renewable energy sources unless it can be shown that it would seriously threaten the viability of the development. A condition will be imposed in order to ensure the policy requirement is met.

- 7.32 There are also other key documents supporting action on climate change; the NPPF 2024 chapter 14 "*Meeting the challenge of climate change, flooding and coastal change*", the *National Model Design Code* and *Spelthorne Borough Council's Climate Change Strategy 2022 – 2030*.

- 7.33 The scheme is considered to perform well against the Council's climate change policies and the SPD. The development is an efficient use of an existing brownfield site in an employment use and is located in a sustainable location. Accordingly, the proposal is considered acceptable on sustainability grounds.

- 7.34 Accordingly, the proposal complies with the requirements of Policy CC1 of the CS & P DPD.

#### Other Matters

- 7.35 The Council's Pollution Control Officer (Environmental Health) has raised no objection on contaminated land grounds, requesting an informative due to the site being located on former railway land.
- 7.36 Due to the proximity to the railway line and Shepperton Station, Network Rail were consulted and they raised objections based on noise, safety and maintenance. However, Network Rail are not a statutory consultee and were only consulted effectively as a 'neighbour'. It is not considered that refusal on the grounds of noise or safety could be sustained. With regard to maintenance access, these concerns were drawn to the attention of the applicant and an amended scheme was submitted where the extension has been set in from 1m from the rear and the back edge of the platform. This allow for satisfactory space for the extended office to be maintained without encroachment onto the railway platform.

#### Financial Considerations

- 7.37 Under S155 of the Housing and Planning Act 2016, Local Planning Authorities are now required to ensure that potential financial benefits of certain development proposals are made public when a Local Planning Authority is considering whether or not to grant planning permission for planning applications which are being determined by the Council's Planning Committee. A financial benefit must be recorded regardless of whether it is material to the Local Planning Authority's decision on a planning application, but planning officers are required to indicate their opinion as to whether the benefit is material to the application or not.
- 7.38 The proposal would not generate New Homes Bonus, nor is it a CIL chargeable scheme. The proposal will generate Business Rates payments which is not a material consideration in the determination of this proposal.

#### Equalities Act

- 7.39 This planning application has been considered in light of the Equality Act 2010 and associated Public Sector Equality Duty, where the Council is required to have due regard to:
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The question in every case is whether the decision maker has in substance had due regard to the relevant statutory need, to see whether the duty has been performed.

- 7.40 The Council's obligation is to have due regard to the need to achieve these goals in making its decisions. Due regard means to have such regard as is appropriate in all the circumstance.
- 7.41 The applicant states that the proposal will achieve the required standards of accessible and inclusive design. The NPPF defines people with disabilities as individuals that have a physical or mental impairment, which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. This can include but is not limited to, people with ambulatory difficulties, blindness, learning difficulties, autism and mental health needs. It is considered that it would be possible for individuals with some disabilities to access the development.

#### Human Rights Act

- 7.42 This planning application has been considered against the provisions of the Human Rights Act 1998.
- 7.43 Under Article 6 the applicants (and those third parties who have made representations) have the right to a fair hearing and to this end full consideration will be given to their comments.
- 7.44 Article 8 and Protocol 1 of the First Article confer a right to respect private and family life and a right to the protection of property, i.e. peaceful enjoyment of one's possessions which could include a person's home, and other land and business assets.
- 7.45 In taking account of the Council policy as set out in the Spelthorne Local Plan and the NPPF and all material planning considerations, Officers have concluded on balance that the rights conferred upon the applicant/ objectors/ residents/ other interested party by Article 8 and Article 1 of the First Protocol may be interfered with, since such interference is in accordance with the law and is justified in the public interest. Any restriction of these rights posed by the approval of the application is legitimate since it is proportionate to the wider benefits of such a decision, is based upon the merits of the proposal, and falls within the margin of discretion afforded to the Council under the Town & Country Planning Acts.

#### Conclusion

- 7.46 The proposed development is on existing employment land and will provide 228sqm of new commercial floorspace in a sustainable town centre location, close to public transport links and local facilities. The proposal is considered to pay due regard to the character and appearance of the area and not result in any adverse impacts upon the amenity of adjoining properties. The proposal would provide sufficient parking and have an acceptable impact upon highway safety. Accordingly, the application is recommended for approval.

## **8. Recommendation**

- 8.1 The options available to the Planning Committee for decision making are:

- To approve the application as set out in this report. This option is recommended. The report analyses in some detail the reasons why the application is considered to be acceptable in planning terms.
- To approve the application subject to additional /amended conditions and informatives. This option is not recommended, the conditions and informatives are set out below. The Planning Committee should be minded of paragraph 57 of the NPPF which states that :- *planning conditions should be kept to a minimum and only imposed where they are necessary, relevant to planning and to the development to be permitted, enforceable, precise and reasonable in all other respects* ([National Planning Policy Framework](#)).
- To refuse the application. This option is not recommended. The report assesses why officers consider the application to be acceptable and there are [no material planning reasons](#) to refuse the proposal.

8.2 The application is recommended for approval, subject to conditions and informatives below.

8.3 **APPROVE** subject to the following conditions:-

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: - This condition is required by Section 91 of the Town and Country Planning Act, 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans and drawings:

E00; E01; E02; E03; E04; P00; P01 and P02 received 12 June 2025

Reason: - For the avoidance of doubt and in the interest of proper planning

3. No development above damp-proof course level shall take place until details of the materials to be used for the external surfaces of the buildings and other external surfaces of the development are submitted to and approved by the Local Planning Authority. The development shall then be constructed in accordance with the approved materials and detailing.

Reason:- To ensure that the proposed development does not prejudice the appearance of the development and the visual amenities and character of the locality, in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

4. Following construction of any groundwork and foundations, no construction of development above damp-proof course level shall take place until a report has been submitted to and agreed by the Local



Planning Authority which includes details and drawings demonstrating how 10% of the energy requirements generated by the development as a whole will be achieved utilising renewable energy methods and showing in detail the estimated sizing of each of the contributing technologies to the overall percentage. The detailed report shall identify how renewable energy, passive energy and efficiency measures will be generated and utilised for each of the proposed buildings to meet collectively the requirement for the scheme. The agreed measures shall be implemented with the construction of each building and thereafter retained.

Reason:- To ensure that the development is built in accordance with the submitted renewable energy details and is sustainable and complies with Policy SP7 and CC1 of the Spelthorne Development Plan Core Strategy and Policies DPD.

5. No development shall commence until a Construction Transport Management Plan, to include details of: (a) parking for vehicles of site personnel, operatives and visitors (b) loading and unloading of plant and materials (c) storage of plant and materials (d) programme of works (including measures for traffic management) (e) provision of boundary hoarding behind any visibility zones (f) HGV deliveries and hours of operation (g) measures to prevent the deposit of materials on the highway (h) on-site turning for construction vehicles has been submitted to and approved in writing by the Local Planning Authority. Only the approved details shall be implemented during the construction of the development

Reason: - This condition is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and in order to protect local air quality and the amenity of neighbouring occupants.

6. The development hereby approved shall not be first occupied unless and until facilities for the secure, lit and covered parking of bicycles and the provision of a charging point with timer for e-bikes by said facilities have been provided within the development site in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority and thereafter the said approved facilities shall be provided, retained and maintained to the satisfaction of the Local Planning Authority.

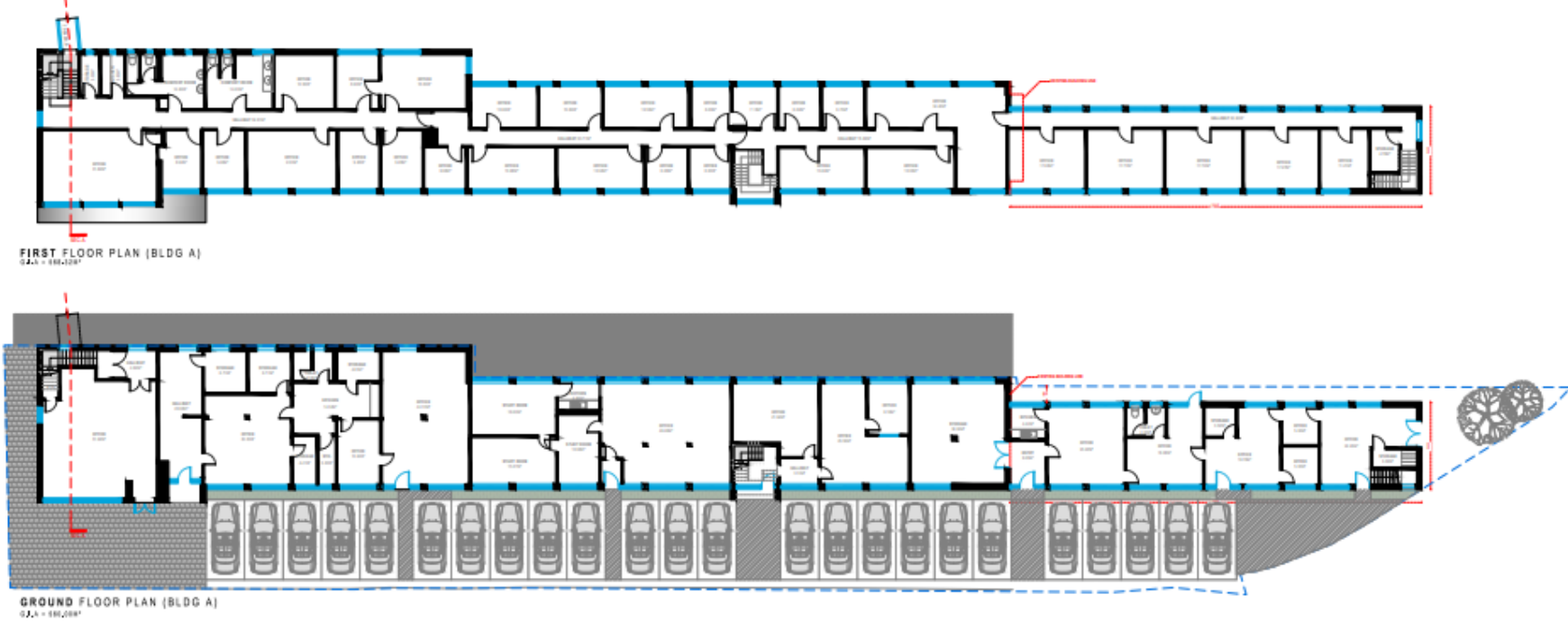
Reason: In order that the development makes suitable provision for sustainable travel, in accordance with the sustainable objectives of Chapter 9 "Promoting sustainable transport" of the National Planning Policy Framework 2024, and Policies CC2 and CC3 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009.

## Informatives

- 1) The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).
- 2) Section 59 of the Highways Act permits the Highway Authority to charge developers for damage caused by excessive weight and movements of vehicles to and from a site. The Highway Authority will pass on the cost of any excess repairs compared to normal maintenance costs to the applicant/organisation responsible for the damage.
- 3) The applicant is advised that the site to which this planning permission relates is located on or near land that may contain harmful substances. Under Part C of the Building Regulations you will be required to consider this when designing the foundations of the development.

The applicant is advised to contact Spelthorne's Pollution Control team on 01784 446251 for further advice and information before any work commences.

SITE LAYOUT AND FLOOR PLANS



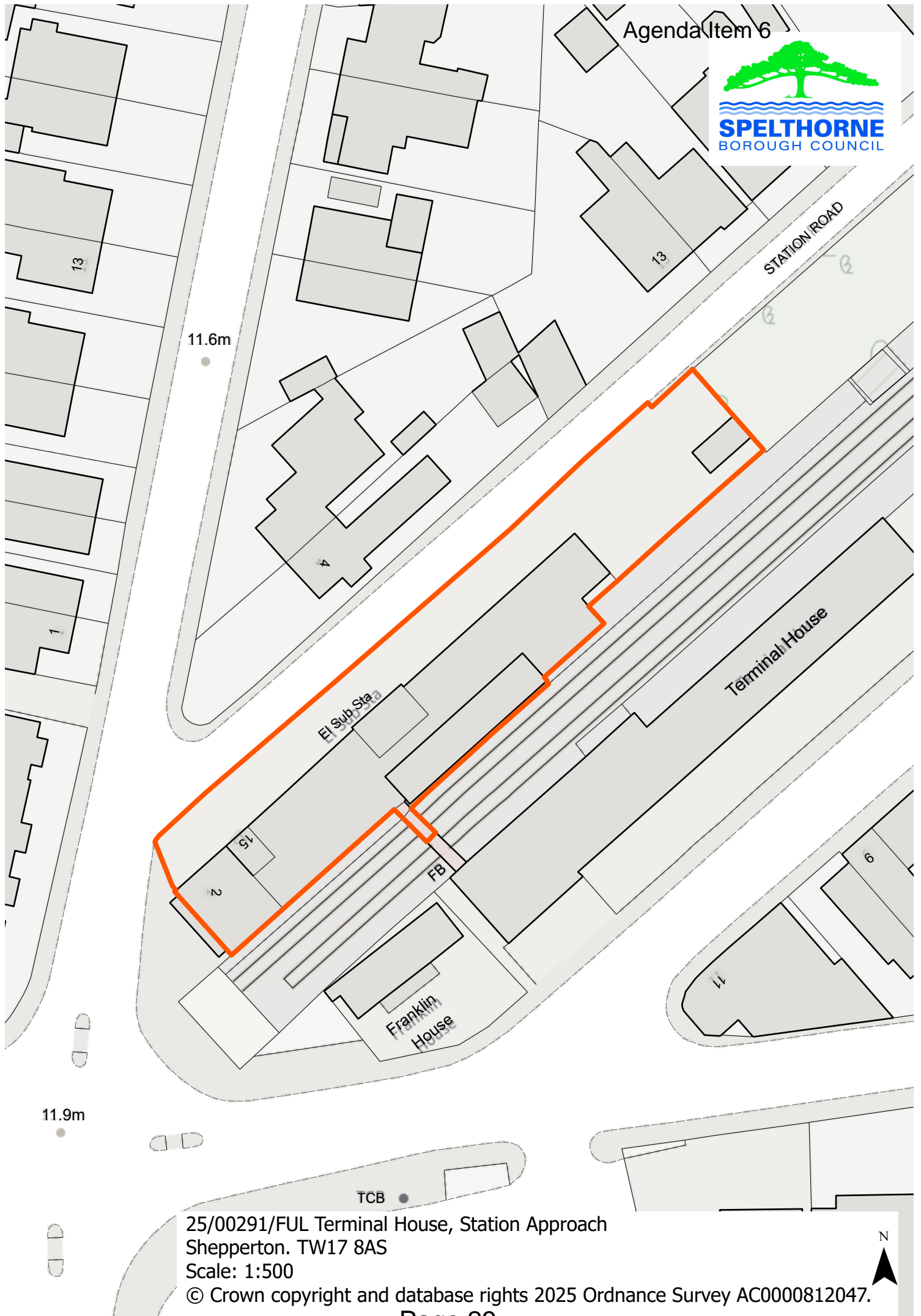
ELEVATIONS



FRONT ELEVATION  
(BLDG. A)



REAR ELEVATION  
(BLDG. A)



25/00291/FUL Terminal House, Station Approach  
Shepperton. TW17 8AS  
Scale: 1:500

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# Planning Committee

23 July 2025



<b>Application No.</b>	25/00291/FUL		
<b>Site Address</b>	Terminal House, Station Approach, Shepperton, TW17 8AS (Building B to the north west of the railway line)		
<b>Applicant</b>	Mr Lipa Fried		
<b>Proposal</b>	Two-storey side extension to the commercial building		
<b>Case Officer</b>	Matthew Clapham		
<b>Ward</b>	Shepperton Town		
<b>Called-in</b>	This application has been called in by Councillor Boughtflower on the basis that the development, by virtue of its size, bulk and massing will have a detrimental effect on the street scene.		
<b>Application Dates</b>	Valid: 24.03.2025	Expiry: 19.05.2025	Target: Extension of Time agreed to 25.07.2025.
<b>Executive Summary</b>	<p>This planning application involves the erection of a two storey extension to the existing office building – identified as ‘Building B’ in the application on the north western side of the railway line (as opposed to ‘Building A’ on the south eastern side of the railway line and subject to a separate application (25/00293/FUL) which is also to be presented to the Committee this evening).</p> <p>The site is located within a designated Employment Area, and the principle of extending the office building for commercial purposes is considered acceptable. The proposed extension matches the design and style of the existing building, and provides increased floorspace within an existing Employment Area.</p> <p>The proposed development is not considered to be detrimental to the amenity of nearby dwellings and other properties. The County Highway Authority has made no objection to the proposal on highway safety grounds. The level of car parking is considered acceptable. There would be no harmful impact on any adjoining trees. There are no flooding concerns.</p> <p>The proposal would support the existing employment use of the site.</p> <p>Accordingly, the scheme complies with Policies EN1, EN7, CC3 and EM1 of the Core Strategy and Policies DPD 2009 and the proposal is therefore considered to be acceptable.</p>		

<b>Recommended Decision</b>	Approve the application subject to conditions as set out in the <b>Recommendation</b> section (paragraphs 8.1, 8.2 and 8.3).
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## MAIN REPORT

### 1. Development Plan

- 1.1 The following policies in the Council's Core Strategy and Policies DPD 2009 are considered relevant to this proposal:
- EN1: Design of New Development
  - EN7: Tree Protection
  - CC3: Parking Provision
  - LO1: Flooding
  - EM1: Employment Development
- 1.2 The National Planning Policy Framework (NPPF) December 2024 is also relevant.
- 1.3 On 19 May 2022, the Council agreed that the draft Spelthorne Local Plan 2022 – 2037 be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The public consultation for the Pre-Submission Publication version of the Local Plan ended on 21st September 2022 and the local plan was submitted to the Planning Inspectorate on 25th November 2022.
- 1.4 An Examination into the emerging Local Plan commenced on 23 May 2023. However, it was paused to allow time for the new council to understand and review the policies and implications of the emerging Local Plan and to address the issues that were identified in the first week of the Examination, in particular flood risk and its potential implications in relation to the site allocation and delivery strategy of the plan.
- 1.5 On 12 December 2024, the Planning Inspectorate confirmed that the Local Plan examination would resume on the 27 January 2025. This has now taken place and the Examination closed on 18 February 2025. Adoption of the Local Plan by Council could be by September 2025 subject to the plan being found sound by the Inspector and public consultation undertaken on the Main Modifications <https://spelthornelocalplan.info/evidence-base/>
- 1.6 The following policies of the Pre-Submission Spelthorne Local Plan 2022 – 2037 are of relevance:
- PS2: Designing Places and Spaces
  - PS3: Landscape
  - SP2: Ashford, Shepperton and Sunbury Cross
  - E3: Managing Flood Risk
  - ID2: Sustainable Transport for New Developments
- 1.7 The [National Planning Policy Framework](#) (NPPF) states at para 49 that:



Local planning authorities may give weight to relevant policies in emerging plans according to:

- a) the stage of preparation of the emerging plan (the more advanced its preparation, the greater the weight that may be given);
- b) the extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and
- c) the degree of consistency of the relevant policies in the emerging plan to this Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given).

- 1.8 Section 38(6) the Planning and Compulsory Purchase Act 2004 ([https://www.legislation.gov.uk/ukpga/2004/5/pdfs/ukpga\\_20040005\\_en.pdf](https://www.legislation.gov.uk/ukpga/2004/5/pdfs/ukpga_20040005_en.pdf)) requires applications to be determined in accordance with the development plan (unless material considerations indicate otherwise) and not in accordance with an emerging plan, although emerging policies may be a material consideration.
- 1.9 At this stage, the policies in the Pre-Submission Spelthorne Local Plan carry limited weight in the decision-making process. The adopted policies in the 2009 Core Strategy and Policies DPD carry substantial weight in the determination of this planning application.

## 2. Relevant Planning History

Ref. No.	Proposal	Decision and Date
25/00293/FUL	Two-storey side extension to the commercial building (Building A)	Pending Consideration
25/00436/PAP	The change of use from commercial space (Class E) to residential 21 studio flats (Class C3)	Granted 23.05.2025
25/00437/PAP	The change of use from commercial space (Class E) to residential 17 studio flats (Class C3)	Granted 23.05.2025
25/00792/FUL	The addition of a new floor to the existing office building (Building A)	Pending Consideration
25/00793/FUL	The addition of a new floor to the existing office building (Building B)	Pending Consideration

### 3. Description of Current Proposal

#### The application site and surrounding area

- 3.1 The application relates to Terminal House and specifically 'Building B' located on the north western side of the railway line at Shepperton Station. Terminal House comprises two separate office buildings, the other being on the south eastern side of the railway line, (known as 'Building A') with both buildings being linked by an elevated walkway across the railway line.
- 3.2 With regard to planning application 25/00293/FUL, also for a two-storey side extension to the commercial building (Building A), this is also being presented to the Planning Committee today for determination.
- 3.3 The existing building is a two-storey office block with a low profile pitched roof and backs directly onto the railway line with a frontage to Station Road. There is car parking to the front of the building and to the side. The site is located within the urban area and within the designated Shepperton Employment Area. The site is located within the Flood Zone 2 (between 1 in 100 and 1 in 1000 year event). To the north east of the application site is an area of land subject to a Tree Preservation Order. The area is mixed in character with predominantly residential properties on this side of the railway, with the exception of the application site.

#### Proposal

- 3.4 The proposal involves the erection of a two storey side extension to the existing office building. The proposed extension will measure 15.517m in length, has a depth of 6.946m, and 6.582m in height. The extension has been amended from the first submission to be set in from the side boundary to provide a buffer space between the proposed extension and the trees subject to a Tree Preservation Order. It will match the low profile pitched roof in appearance and is of a design and use of materials that matches the existing office building. The application form stated that there will be no loss of parking spaces with the existing 26 being retained. However, following the submission of amended plans, a total of 22 parking spaces will be provided, a reduction of 4 spaces from the existing situation. The additional commercial floorspace will be Use Class E (Commercial, Business and Service). It will have a total additional floorspace of 187 sq. m.
- 3.5 The full set of proposed plans are provided as an Appendix.

### 4. Consultations

The following table shows those bodies consulted and their response.

#### Statutory Consultees

Consultee	Comment
County Highway Authority	No objections.

### Non-Statutory Consultees

<b>Consultee</b>	<b>Comment</b>
<b>Network Rail</b>	Objection.
<b>Tree Officer</b>	No objections subject to an Arboricultural Method Statement being submitted.
<b>Environmental Health (Contamination)</b>	Requested Informative as property is located on former railway land.

## **5. Public Consultation**

- 5.1 A total of 11 properties were notified of the application.
- 5.2 The Council has received 11 letters of objection to the application.
- 5.3 Reasons for objecting include:
- Inadequate Parking Provision
  - Material Inaccuracies in planning submission
  - Loss of privacy
  - Loss of outlook, visual amenity
  - Electricity substation located within the building

## **6. Planning Issues**

- Principle
- Impacts upon the Character and Appearance of the Area.
- Residential Amenity.
- Parking and Highway Safety.
- Flooding.
- Trees

## **7. Planning Considerations**

### Background

- 7.1 The application does not relate to any change of use to residential and the extension in question is not part of the proposal for the conversion of the existing building from an office to 17 residential studio flats (25/00437/PAP). The conversion to residential was approved under Schedule 2, Part 3, Class MA of the Town and Country Planning (General Permitted Development) Order 2015 (as amended). A requirement of Class MA is that the use of a building subject to a prior approval application has to have been within Use Class E for a continuous period of at least 2 years prior to the date of the application for prior approval. The extension would have to be erected and used within Class E for a minimum of two years before it could be subject to an application to convert to residential.

### Principle of Development

- 7.2 The site is located within the urban area and is also located within a designated Employment Area. Policy EM1 (Employment Development) of the

Core Strategy and Policies Development Plan Document 2009 (CS & P DPD) states that within the defined Employment Areas, the Council will support in principle proposals for employment development and encourage proposals for extensions that enable business needs to be met and make the most effective use of available employment land.

- 7.3 Notwithstanding the Prior Approval that has been granted for the conversion of the existing building into residential flats, this application is for an extension to an existing commercial property in the same Use Class E commercial use as existing. Any potential future uses for the site are not material planning considerations in determining this application.
- 7.4 It is relevant to note that the site has not been identified as a Strategic Employment Area in the Council's Pre-Submission Spelthorne Local Plan June 2022 (i.e. the emerging Local Plan).
- 7.5 Therefore, the principle of an extension to this existing commercial premises to expand the employment use in Shepperton is acceptable and is complies with Policy EM1 of the CS & P DPD.

#### Design and Appearance

- 7.6 Policy EN1(a) of the CS & P DPD states that the Council will require a high standard in the design and layout of new development. Proposals for new development should demonstrate that they will: create buildings and places that are attractive with their own distinct identity; they should respect and make a positive contribution to the street scene and the character of the area in which they are situated, paying due regard to the scale, height, proportions, building lines, layout, materials and other characteristics of adjoining buildings and land.
- 7.7 The site is located on the periphery of the town centre and within the Shepperton Employment Area. The area is mixed in character where there is a variety of different building styles and scale. Station Road itself has a mixture of building types including two storey Victorian houses, a bungalow, single storey garages/outbuildings and more modern two storey developments towards the end of the road. Terminal House itself is a 1960's commercial building, with a low profile pitched roof. The proposed extension will replicate the design and style of the host building to which it will be attached and will be slightly taller in height to that part of the existing building to which it is to be attached. It extends 15.517m and has a depth of 6.946m. The distance between the frontage of the extended building matches that of the existing building, creating a similar extended area of hardstanding for cars to park off Station Road, directly outside Terminal House. Materials are shown to match the existing building.
- 7.8 Therefore, it is considered that the proposed design and appearance is acceptable and complies with the requirements of Policy EN1 of the CS & P DPD and the NPPF.

#### Impact on adjoining properties

- 7.9 Policy EN1(b) of the CS & P DPD states that new development should achieve a satisfactory relationship to adjoining properties avoiding significant harmful impact in terms of loss of privacy, daylight or sunlight, or overbearing effect due to bulk and proximity or outlook.
- 7.10 With regards to impact on light and overbearing, the proposed development would be located adjoining the railway line. The nearest neighbouring properties are those on the opposite side of Station Road to the north and east. The nearest are 4 Old Charlton Road, which has a side boundary to the application site and 13 Station Road which has a frontage facing the application site and has a side garden area. These properties are located approximately 11m away from the proposed extension, which stands at 6.6m in height. As a result of this separation distance, it is not considered that the proposal will give rise to any significant adverse impacts to nearby properties in regard to any loss of light or overbearing or visual amenity.
- 7.11 The proposed extension does have windows along its front and rear elevations at both ground and first floor level. However, in view of the relationship with nearby properties and the 11m separation distance to the properties on the other side of Station Road, including that at 4 Old Charlton Road, no loss of privacy is considered to result from the proposal.
- 7.12 It is not considered that any noise and disturbance arising from the construction will give rise to any significant harm that would justify refusal on these grounds. The proposed extension is for the same use as existing and the site is located close to the railway and in an existing commercial area. Therefore, the proposal is not considered to result in any ongoing concerns regarding noise from the future Use Class E use of the extension.
- 7.13 Therefore, the proposed extension is not considered to result in any adverse impacts upon the amenity of adjoining properties and complies with Policy EN1 of the CS & P DPD.

#### Parking

- 7.14 Policy CC3 (Parking Provision) of the CS & P DPD states that the Council will require appropriate provision to be made for off-street parking in development proposals in accordance with its maximum parking standards.
- 7.15 The Council's Supplementary Planning Guidance on Parking Standards sets out the maximum number of parking spaces required for types of development and in General Note 1 states that 'Car parking provision below the standards set out in this document may be acceptable in areas well-served by public transport, particularly town centres'.
- 7.16 A total of 22 no. parking spaces are to be provided, a reduction in the 26 spaces currently provided. The Council's Parking Standards stipulate a maximum of 30 parking spaces for a scheme of this size. Although the proposed parking provision is 8 spaces below the maximum standard, this is a maximum and it is therefore considered acceptable. Moreover, the County Highway Authority has not raised any objections to the proposed parking provision.

- 7.17 Accordingly, the proposed level of car parking is considered acceptable and complies with Policy CC3 of the CS & P DPD.

#### Highway Issues

- 7.18 Policy CC2 of the CS & P DPD states that the Council will seek to secure more sustainable travel patterns by only permitting traffic generating development where it is or can be made compatible with the transport infrastructure in the area taking into account:
- number and nature of additional traffic movements, including servicing needs,
  - capacity of the local transport network,
  - cumulative impact including other proposed development,
  - access and egress to the public highway,
  - highway safety.
- 7.19 The County Highway Authority (CHA) was consulted on the planning application and has not raised any objections on highway safety matters, subject to a condition requiring a Construction Transport Management Plan.
- 7.20 It is therefore considered that the proposal's impact on the highway is acceptable, and that the development complies with Policy CC2.

#### Flooding

- 7.21 Policy LO1 of the CS & P DPD states that the Council will seek to reduce flood risk and its adverse effects on people and property in Spelthorne.
- 7.22 The application site is located within Flood Zone 2, which has a medium probability of flooding with between 1 in 100 year and 1 in 1000 year chance of flooding. The proposal is considered to be in a 'less vulnerable' use and falls outside of the criteria where the Environment Agency should be consulted. Therefore, reference is made to the Environment Agency Standing Advice and suitable conditions are recommended.
- 7.23 In terms of existing surface water flooding, the Environment Agency's flood maps show that site is not in an area at risk of surface water flooding.
- 7.24 Accordingly, the proposal is considered acceptable on flooding grounds and complies with Policy LO1 and the NPPF.

#### Trees and Biodiversity

- 7.25 Policy EN8 of the CS & P DPD (Protecting and Improving the Landscape and Biodiversity) states that the Council will seek to protect and improve the landscape and biodiversity of the Borough by ensuring that new development, wherever possible, contributes to an improvement in the landscape and biodiversity and also avoids harm to features of significance in the landscape or of nature conservation interest.
- 7.26 The application is not subject to the National Biodiversity Net Gain (BNG) requirements, as the existing site has virtually no ecological value, being

entirely covered by the hardstanding of the car park and surroundings to the existing building.

- 7.27 The Council's Tree Officer has visited the site and initially objected to the proposal on the grounds that a Sycamore tree subject to a Tree Preservation Order would be impacted by the proposal. As a result of these concerns, the applicant has amended the proposal to reduce the size of the extension to a position that is now considered acceptable, subject to a satisfactory Arboricultural Method Statement being submitted. On this basis, the Tree Officer has removed his objection..
- 7.28 Accordingly, the proposal is considered to comply with Policy EN8 of the CS & P DPD.

#### Climate Change

- 7.29 The Climate Change Supplementary Planning Document (SPD) was adopted by the Council in April 2024. It provides more detailed guidance to applicants on how to implement adopted Policy SP7 from the Core Strategy 2009. Policy SP7 seeks to reduce climate change effects by:
- a) promoting inclusion for renewable energy, energy conservation and waste management in new and existing developments*
  - b) development reduces the need to travel and encourages alternatives to car use*
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  - e) promoting measures to reduce flooding and the risks from flooding,*
  - f) supporting measures to enhance and manage Staines' role as a public transport interchange.*
- 7.30 There are also three implementation policies; Policy CC1: Renewable Energy Conservation and sustainable Construction, Policy CC2: Sustainable Travel and Policy CC3: Parking provision.
- 7.31 Policy CC1 states that the Council will require residential development of one or more dwellings and other development involving new building or extensions exceeding 100 sq. m to include measures to provide at least 10% of the development's energy demand from on-site renewable energy sources unless it can be shown that it would seriously threaten the viability of the development. A condition will be imposed in order to ensure the policy requirement is met.
- 7.32 There are also other key documents supporting action on climate change; the NPPF 2024 chapter 14 "*Meeting the challenge of climate change, flooding and coastal change*", the *National Model Design Code* and *Spelthorne Borough Council's Climate Change Strategy 2022 – 2030*.
- 7.33 The scheme is considered to perform well against the Council's climate change policies and the SPD. The development is an efficient use of an existing brownfield site in an employment use and is located in a sustainable location. Accordingly, the proposal is considered acceptable on sustainability grounds.

- 7.34 Accordingly, the proposal complies with the requirements of Policy CC1 of the CS & P DPD.

#### Other Matters

- 7.35 The Council's Pollution Control Officer (Environmental Health) has raised no objection on contaminated land grounds, requesting an informative due to the site being located on former railway land.
- 7.36 It has been established that an electricity sub-station is present within the existing building, however this is a matter for the utility company and is not a material consideration in assessing this application for an extension

#### Financial Considerations

- 7.37 Under S155 of the Housing and Planning Act 2016, Local Planning Authorities are now required to ensure that potential financial benefits of certain development proposals are made public when a Local Planning Authority is considering whether or not to grant planning permission for planning applications which are being determined by the Council's Planning Committee. A financial benefit must be recorded regardless of whether it is material to the Local Planning Authority's decision on a planning application, but planning officers are required to indicate their opinion as to whether the benefit is material to the application or not.
- 7.38 The proposal would not generate New Homes Bonus nor is it CIL chargeable. The proposal will generate Business Rates payments which is not a material consideration in the determination of this proposal.

#### Equalities Act

- 7.39 This planning application has been considered in light of the Equality Act 2010 and associated Public Sector Equality Duty, where the Council is required to have due regard to:
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The question in every case is whether the decision maker has in substance had due regard to the relevant statutory need, to see whether the duty has been performed.

- 7.40 The Council's obligation is to have due regard to the need to achieve these goals in making its decisions. Due regard means to have such regard as is appropriate in all the circumstance.



- 7.41 The applicant states that the proposal will achieve the required standards of accessible and inclusive design. The NPPF defines people with disabilities as individuals that have a physical or mental impairment, which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. This can include but is not limited to, people with ambulatory difficulties, blindness, learning difficulties, autism and mental health needs. It is considered that it would be possible for individuals with some disabilities to access the development.

#### Human Rights Act

- 7.42 This planning application has been considered against the provisions of the Human Rights Act 1998.
- 7.43 Under Article 6 the applicants (and those third parties who have made representations) have the right to a fair hearing and to this end full consideration will be given to their comments.
- 7.44 Article 8 and Protocol 1 of the First Article confer a right to respect private and family life and a right to the protection of property, i.e. peaceful enjoyment of one's possessions which could include a person's home, and other land and business assets.
- 7.45 In taking account of the Council policy as set out in the Spelthorne Local Plan and the NPPF and all material planning considerations, Officers have concluded on balance that the rights conferred upon the applicant/ objectors/ residents/ other interested party by Article 8 and Article 1 of the First Protocol may be interfered with, since such interference is in accordance with the law and is justified in the public interest. Any restriction of these rights posed by the approval of the application is legitimate since it is proportionate to the wider benefits of such a decision, is based upon the merits of the proposal, and falls within the margin of discretion afforded to the Council under the Town & Country Planning Acts.

#### Conclusion

- 7.46 The proposed development is on existing employment land and will provide 187sqm of new commercial floorspace in a sustainable town centre location, close to public transport links and local facilities. The proposal is considered to pay due regard to the character and appearance of the area and not result in any adverse impacts upon the amenity of adjoining properties. The proposal would provide sufficient parking and have an acceptable impact upon highway safety. Accordingly, the application is recommended for approval.

### **8. Recommendation**

- 8.1 The options available to the Planning Committee for decision making are:
- To approve the application as set out in this report. This option is recommended. The report analyses in some detail the reasons why the application is considered to be acceptable in planning terms.

- To approve the application subject to additional /amended conditions and informatives. This option is not recommended, the conditions and informatives are set out below. The Planning Committee should be minded of paragraph 57 of the NPPF which states that :- *planning conditions should be kept to a minimum and only imposed where they are necessary, relevant to planning and to the development to be permitted, enforceable, precise and reasonable in all other respects ([National Planning Policy Framework](#))*.
- To refuse the application. This option is not recommended. The report assesses why officers consider the application to be acceptable and there are [no material planning reasons](#) to refuse the proposal.

8.2 The application is recommended for approval, subject to conditions and informatives below.

8.3 **APPROVE** subject to the following conditions:-

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: - This condition is required by Section 91 of the Town and Country Planning Act, 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans and drawings:

E00; E01; E02; E03; E04; P00; P01 and P02 received 12 June 2025

Reason: - For the avoidance of doubt and in the interest of proper planning

3. No development above damp-proof course level shall take place until details of the materials to be used for the external surfaces of the buildings and other external surfaces of the development are submitted to and approved by the Local Planning Authority. The development shall then be constructed in accordance with the approved materials and detailing.

Reason:- To ensure that the proposed development does not prejudice the appearance of the development and the visual amenities and character of the locality, in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

4. Following construction of any groundwork and foundations, no construction of development above damp-proof course level shall take place until a report has been submitted to and agreed by the Local Planning Authority which includes details and drawings demonstrating how 10% of the energy requirements generated by the development as a whole will be achieved utilising renewable energy methods and

showing in detail the estimated sizing of each of the contributing technologies to the overall percentage. The detailed report shall identify how renewable energy, passive energy and efficiency measures will be generated and utilised for each of the proposed buildings to meet collectively the requirement for the scheme. The agreed measures shall be implemented with the construction of each building and thereafter retained.

Reason:- To ensure that the development is built in accordance with the submitted renewable energy details and is sustainable and complies with Policy SP7 and CC1 of the Spelthorne Development Plan Core Strategy and Policies DPD.

5. No development shall commence until a Construction Transport Management Plan, to include details of: (a) parking for vehicles of site personnel, operatives and visitors (b) loading and unloading of plant and materials (c) storage of plant and materials (d) programme of works (including measures for traffic management) (e) provision of boundary hoarding behind any visibility zones (f) HGV deliveries and hours of operation (g) measures to prevent the deposit of materials on the highway (h) on-site turning for construction vehicles has been submitted to and approved in writing by the Local Planning Authority. Only the approved details shall be implemented during the construction of the development

Reason: - This condition is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and in order to protect local air quality and the amenity of neighbouring occupants.

6. The development hereby approved shall not be first occupied unless and until facilities for the secure, lit and covered parking of bicycles and the provision of a charging point with timer for e-bikes by said facilities have been provided within the development site in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority and thereafter the said approved facilities shall be provided, retained and maintained to the satisfaction of the Local Planning Authority.

Reason: In order that the development makes suitable provision for sustainable travel, in accordance with the sustainable objectives of Chapter 9 "Promoting sustainable transport" of the National Planning Policy Framework 2024, and Policies CC2 and CC3 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009.

7. No demolition, site clearance or building operations shall commence until an Arboricultural Method Statement has been submitted to and approved in writing by the Local Planning Authority providing protection measures for the trees on the adjoining site. The development shall be implemented in accordance with the recommendations of the agreed Arboricultural Method Statement. The destruction by burning of

materials shall not take place within 6 m (19 ft. 8 ins) of the canopy of any tree or tree group to be retained on the site or on land adjoining.

Reason:- To prevent damage to the trees in the interest of the visual amenities of the area, in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document

8. There shall be no raising of existing ground levels on the site within the area liable to flood, other than in accordance with the approved details.

Reason:- To prevent the increased risk of flooding due to impedance of flood flows and reduction in flood storage capacity in accordance with policies SP1, SP7 and LO1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

9. All spoil and building materials stored on site before and during construction shall be removed from the area of land liable to flood upon completion.

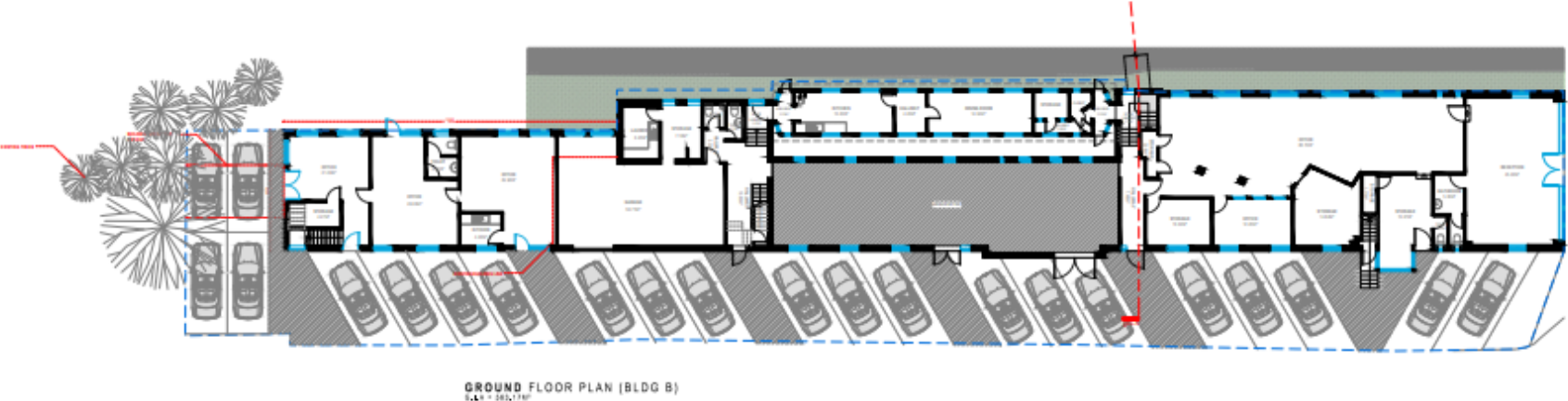
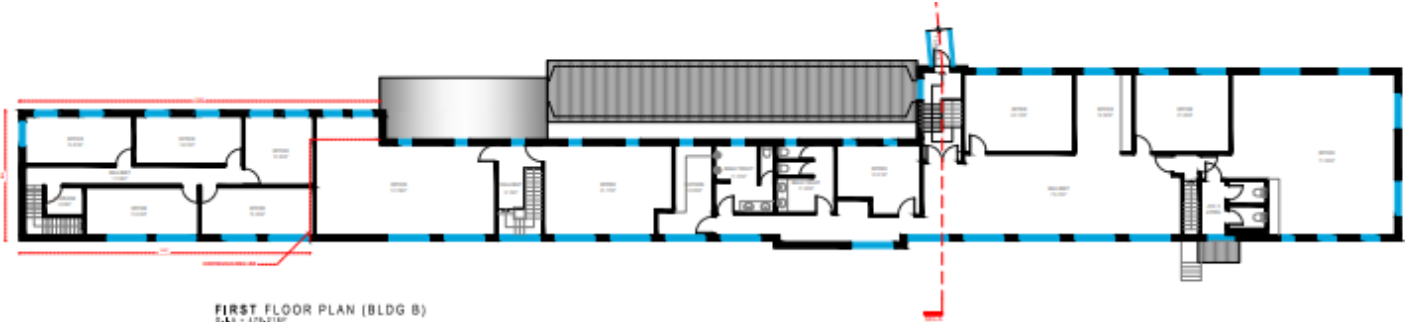
Reason:- To prevent the increased risk of flooding due to impedance of flood flows and reduction in flood storage capacity in accordance with policies SP1, SP7 and LO1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

### Informatives

- 1) The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).
- 2) Section 59 of the Highways Act permits the Highway Authority to charge developers for damage caused by excessive weight and movements of vehicles to and from a site. The Highway Authority will pass on the cost of any excess repairs compared to normal maintenance costs to the applicant/organisation responsible for the damage.
- 3) The applicant is advised that the site to which this planning permission relates is located on or near land that may contain harmful substances. Under Part C of the Building Regulations you will be required to consider this when designing the foundations of the development.

The applicant is advised to contact Spelthorne's Pollution Control team on 01784 446251 for further advice and information before any work commences.

SITE LAYOUT AND FLOOR PLANS



ELEVATIONS



FRONT ELEVATION  
(BLDG. B)



REAR ELEVATION  
(BLDG. B)



25/00659/HOU and 25/00683/PDH: 38 Wrens Avenue, Ashford. TW15 1AP

Scale: 1:500

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# Planning Committee

23 July 2025



<b>Application No.</b>	25/00659/HOU
<b>Site Address</b>	38 Wrens Avenue Ashford TW15 1AP
<b>Applicant</b>	Mrs Shelley Mehra
<b>Proposal</b>	Erection of a single storey outbuilding at the rear of site (following demolition of outbuilding).
<b>Case Officer</b>	Vanya Popova
<b>Ward</b>	Ashford East
<b>Called-in</b>	The applicant is related to a Ward Councillor (Councillor Chandler) for Spelthorne Borough Council. Therefore, in accordance with the Planning Code (paragraph 40) this application is being presented to Committee for a decision.

<b>Application Dates</b>	Valid: 10.06.2025	Expiry: 05.08.2025	Target: 05.08.2025
<b>Executive Summary</b>	<p>The application site refers to 38 Wrens Avenue in Ashford, a two-storey semi-detached dwelling situated on the eastern side of the road. A number of neighbouring properties have previously been extended and altered. Some of them contain outbuildings at the rear in various sizes. The application seeks planning permission for the erection of a single storey outbuilding at the rear of site (following the demolition of the existing outbuilding).</p> <p>It is considered that the development would have an acceptable impact on the character of the area. It is further not considered that the proposal would have any significant adverse impacts upon the residential amenity of adjoining properties in terms of loss of privacy, daylight or sunlight, or overbearing effect due to bulk and proximity or outlook, as well as noise and disturbance. In addition, the proposal would be acceptable in terms of parking provision.</p>		
<b>Recommended Decision</b>	Approve the application subject to conditions as set out in the Recommendation section (paras 7.1, 7.2 and 7.3)		

## MAIN REPORT

### 1. Development Plan

- 1.1 The following policies in the Council's [Core Strategy and Policies DPD \(CS&P DPD\) 2009](#) are considered relevant to this proposal :
  - EN1 Design of New Development
- 1.2 Also relevant are the following Supplementary Planning Documents:
  - [SPD on the Design of Residential Extensions and New Residential Development 2011](#)
- 1.3 The policies contained within the [National Planning Policy Framework](#) (NPPF) (December 2024) are also relevant.
- 1.4 On 19 May 2022, the Council agreed that the draft Spelthorne Local Plan 2022 – 2037 be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The public consultation for the Pre-Submission Publication version of the Local Plan ended on 21st September 2022 and the local plan was submitted to the Planning Inspectorate on 25th November 2022.
- 1.5 An Examination into the emerging Local Plan commenced on 23 May 2023. However, it was paused to allow time for the new council to understand and review the policies and implications of the emerging Local Plan and to address the issues that were identified in the first week of the Examination, in particular flood risk and its potential implications in relation to the site allocation and delivery strategy of the plan.
- 1.6 On 12 December 2024, the Planning Inspectorate confirmed that the Local Plan examination would resume on the 27 January 2025. This has now taken place and the Examination closed on 18 February 2025. Adoption of the Local Plan by Council could be by September 2025 subject to the plan being found sound by the Inspector and public consultation undertaken on the Main Modifications <https://spelthornelocalplan.info/evidence-base/>
- 1.7 The following policies of the Pre-Submission Spelthorne Local Plan 2022 – 2037 are of relevance:
  - PS2: Designing places and spaces.
- 1.8 The NPPF states at para 49 that: Local Planning authorities may give weight to relevant policies in emerging plans according to:
  - a) the stage of preparation of the emerging plan (the more advanced its preparation, the greater the weight that may be given);

- b) the extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and
- c) the degree of consistency of the relevant policies in the emerging plan to this Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given).

- 1.9 Section 38(6) the Planning and Compulsory Purchase Act 2004 ([https://www.legislation.gov.uk/ukpga/2004/5/pdfs/ukpga\\_20040005\\_en.pdf](https://www.legislation.gov.uk/ukpga/2004/5/pdfs/ukpga_20040005_en.pdf)) requires applications to be determined in accordance with the development plan (unless material considerations indicate otherwise) and not in accordance with an emerging plan, although emerging policies may be a material consideration.
- 1.10 At this stage, the policies in the Pre-Submission Spelthorne Local Plan carry limited weight in the decision-making process. The adopted policies in the 2009 Core Strategy and Policies DPD carry substantial weight in the determination of this planning application.

## 2. Relevant Planning History

- 2.1 The site has the following planning history:

25/00683/PDH	Prior Approval Notification for a single storey rear extension extending 6 metres beyond the rear wall of the original house, with a maximum height of 3 metres and a height of 2.9 metres to the eaves (following demolition of existing garage and single storey rear extension).	Under consideration
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## 3. Description of Current Proposal

- 3.1 The application site relates to a two-storey semi-detached dwelling situated on the eastern side of Wrens Avenue in Ashford. The northern and southern flank boundaries are bounded by existing residential semi-detached properties (Nos. 37 and 39 Wrens Avenue) in similar design and appearance as No 38. The rear garden of the site backs onto to the parking area of the residential estate Kingswood Close. The application site's front garden is laid out entirely with hardstanding and contains space for the parking of two off-street vehicles. The site contains an existing single storey rear extension and detached outbuilding with an external footprint approximately 47.8sq metres. There are no relevant planning constraints to the site.
- 3.2 The area surrounding the site is residential in character comprising a mixture of dwelling types including two storey houses and chalet style bungalows. It is noted that the character of this area has changed and evolved over time with changes to individual properties, many of which have previously been extended or altered in various ways, including entire front gardens being laid

with hardstanding to accommodate off-street parking. In addition, there are also noticeable examples of outbuildings located in properties' rear gardens that vary in sizes and designs.

- 3.3 The application under consideration is seeking planning permission for the erection of a single storey outbuilding at the rear of site, with an external footprint of 30.2 sq. metres (internal area of 23.2sq. metres) and a proposed height of 3 metres. In addition, the existing outbuilding, with an external footprint of 47.8sq metres (internal floor rear of 40.1sq metres) is shown to be demolished. The proposed plans indicate that the proposed structure would be located near the site's rear boundary, extending across the majority of the plot's width set in approximately 0.5m from each boundary. In addition, it is shown to accommodate an additional space for hobby/leisure purposes.
- 3.4 It is relevant to note that a single storey rear extension with a maximum depth of 6 metres has recently been submitted for consideration under a Prior Approval Notification for larger extensions Permitted Development route (ref. 25/00683/PDH).

#### 4. Consultations

- 4.1 There were no consultations sought for this application, although the Council's Environmental Health Department has provided comments.

##### Statutory Consultees

Consultee	Comment
None	N/A

##### Non-Statutory Consultees

Consultee	Comment
Environmental Health (Contamination)	No objections, recommends informatives.

#### 4.2 Public Consultation

A total of 3 neighbouring properties were notified of the planning application. No letters of representation have been received.

#### 5. Planning Issues

- Design and appearance.
- Impact on neighbouring properties.

#### 6. Planning Considerations

##### Design & Impact on Character

- 6.1 Policy EN1 of the Core Strategy and Policies Development Plan Document (CS&P DPD) states that the Council will require a high standard in the design

and layout of new development. Proposals for new development should demonstrate that they will create buildings and places that are attractive with their own distinct identity, and they should also respect and make a positive contribution to the street scene and character of the area in which they are situated, paying due regard to the scale, height, proportions, building lines, layout, materials and other characteristics of adjoining buildings and land.

- 6.2 The proposed replacement outbuilding would incorporate a flat roof, which would be noticeable from the neighbouring properties and the parking area of the residential estate Kingswood Close. However, it should be noted that the proposed structure would be 3 metres, only 0.5 metres higher than a Permitted Development outbuilding, which could be built in a similar location with a similar roof design. Furthermore, there are examples of outbuildings and single storey rear extensions with flat roofs within the area that are also seen from the street scene and neighbouring properties. The existing outbuilding, with a much larger footprint of 47.8 sq metres compared to the proposed 30.2 sq metres, contains a flat roof. Therefore, it is considered that the proposal would have an acceptable impact on the character of the surrounding area. The size of the outbuilding is smaller than the one it will replace and when compared with the footprint of the host building, is not considered to be over dominant.
- 6.3 The applicant has indicated that the outbuilding would incorporate materials to match those of the existing dwelling, to assist it blending into and remaining in keeping with not only the host dwelling, but the wider area.
- 6.4 The proposed replacement outbuilding is therefore not considered to significantly detract from the character of the host dwelling, nor that of the surrounding area, in accordance with Policy EN1 of the CS&P DPD.

#### Amenity

- 6.5 Policy EN1 states that proposals for new development should demonstrate that they will achieve a satisfactory relationship to adjoining properties, avoiding significant harmful impacts in terms of loss of privacy, daylight or sunlight, or overbearing effect due to bulk and proximity or outlook. The Council's Supplementary Planning Document (SPD, 2011) recognises that most developments will have some impact on neighbours. However, it has to be ensured that the amenity of adjoining neighbours is not significantly harmed.
- 6.6 The proposed single storey outbuilding would replace an existing outbuilding with a reduced footprint, and would be situated at the rear of the application site's rear garden (between 10.3 metres and 12.4 metres away from the rear elevations of No 37 and 39 Wrens Avenue). It would incorporate a flat roof measuring 3 metres in height and would set in 0.5 metres from each boundary. The existing building currently sits much closer to the neighbouring properties' rear elevations (between 1.9 metres and 4 metres away). Both adjoining properties contain single storey rear extensions and outbuildings at the rear. It is considered that the proposal would have an acceptable impact upon the amenity of all neighbouring properties in terms of loss of privacy, overlooking, loss of light, outlook or overbearing effect.

- 6.7 The proposed development would introduce some activities of the occupier at the rear of the garden. However, some levels of noise and activity are to be expected in the rear gardens of residential dwellings. There are also examples of outbuilding structures within the vicinity. The type of noise and disturbance from an outbuilding is unlikely to be materially different to the current situation in the larger outbuilding. As already noted, the proposed outbuilding would be 0.5 metres higher than a Permitted Development structure, which could be built in that location with the proposed use (hobby and leisure). Therefore, it is considered that the proposal will have an acceptable impact on the occupiers of neighbouring properties.
- 6.8 The proposed layout plan indicates that the outbuilding would be used for hobby/leisure purposes. A condition restricting the use has been imposed to ensure that the use is incidental to the main house in order to safeguard the amenities and character of the locality.
- 6.9 Therefore, the proposal is considered to have an acceptable impact upon the amenity of neighbouring and adjoining properties. The proposal would be in accordance with Policy EN1, as well as the NPPF.

#### Equalities Act 2010

- 6.10 This planning application has been considered in light of the Equality Act 2010 and associated Public Sector Equality Duty, where the Council is required to have due regard to: (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 6.11 The question in every case is whether the decision maker has in substance had due regard to the relevant statutory need, to see whether the duty has been performed.
- 6.12 The Council's obligation is to have due regard to the need to achieve these goals in making its decisions. Due regard means to have such regard as is appropriate in all the circumstances.
- 6.13 The NPPF defines people with disabilities as individuals that have a physical or mental impairment, which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. This can include but is not limited to, people with ambulatory difficulties, blindness, learning difficulties, autism and mental health needs. It is considered that it would be possible for individuals with disabilities to access the development.

#### Human Rights Act 1998

- 6.14 This planning application has been considered against the provisions of the Human Rights Act 1998. Under Article 6 the applicants (and those third parties who have made representations) have the right to a fair hearing and to

this end full consideration will be given to their comments. Article 8 and Protocol 1 of the First Article confer a right to respect private and family life and a right to the protection of property, i.e. peaceful enjoyment of one's possessions which could include a person's home, and other land and business assets.

- 6.15 In taking account of the Council policy as set out in the Spelthorne Local Plan and the NPPF and all material planning considerations, Officers have concluded on balance that the rights conferred upon the applicant/ objectors/ residents/ other interested party by Article 8 and Article 1 of the First Protocol may be interfered with, since such interference is in accordance with the law and is justified in the public interest. Any restriction of these rights posed by the approval of the application is legitimate since it is proportionate to the wider benefits of such a decision, is based upon the merits of the proposal, and falls within the margin of discretion afforded to the Council under the Town & Country Planning Acts.

## **7. Recommendation**

- 7.1 The options available to the Planning Committee for decision making are:

- To approve the application as set out in the report. This option is recommended. The report analyses, in detail, the reasons as to why the application is considered acceptable in planning terms.
- To approve the application subject to additional/amended conditions and informatives. This option is not recommended. The recommended conditions and informatives are set out below. The Planning Committee should be aware of paragraph 57 of the NPPF which states that:- *planning conditions should be kept to a minimum and only imposed where they are necessary, relevant to planning and to the development to be permitted, enforceable, precise and reasonable in all other aspects* [\*National Planning Policy Framework\*](#)).
- To refuse the application. This option is not recommended. The report assess why officers consider the application to be acceptable on planning grounds, and there are [no material planning reasons](#) to refuse the proposal

- 7.2 The application is recommended for approval, subject to conditions and informatives below.

- 7.3 APPROVE subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON:–. This condition is required by Section 91 of the Town and Country Planning Act, 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:- Site Location Plan TPP20250227-00 and Existing and Proposed Ground Floor Layouts, Proposed Elevations TPP20250227-00 Rev A Received on 10.06.2025.

REASON:- For the avoidance of doubt and to ensure the development is completed as approved.

3. That the outbuilding hereby permitted be used only for purposes incidental to the existing dwelling.

REASON:- To safeguard the amenities and character of the locality in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

### **INFORMATIVES TO APPLICANT**

1. Access by the Fire Brigade

Notice of the provisions of Section 20 of the Surrey County Council Act 1985 is hereby endorsed on this planning permission. Copies of the Section may be obtained from the Council Offices or from County Hall. Section 20 of this Act requires that when a building is erected or extended, proper provision must be made for the Fire Brigade to have means of access to the building or to any neighbouring buildings. There are also requirements relating to access and facilities for the fire service contained in Part B of the Building Regulations 2000 (as amended).

2. The applicant is advised that no part of the development should overhang the neighbours boundary.
3. The applicant's attention is drawn to the requirements of the Party Wall Etc. Act 1996 in relation to work close to a neighbour's building/boundary.
4. This development is situated within 250 metres of a historic pit/pond, which potentially could produce landfill gas. Gas protection measures should match those measures in place in the existing property. If there are no gas protection measures in the existing property, the developer should consider whether there is a need to incorporate gas protection measures in the development. This applies to both new buildings and extensions to existing properties.
5. The applicants should be mindful not to create a dust nuisance during demolition works, particularly where any asbestos containing materials may be present. If removal of asbestos cement sheet roofing is required appropriate removal (without significant damage), handling and disposal by competent persons is required. The Health & Safety Executive (HSE) have produced a guide to safe removal of asbestos cement sheets, which outlines good practice, how to prepare and what equipment is needed, how to remove the sheets and how to deal with the sheets once removed:  
<http://www.hse.gov.uk/pubns/guidance/a14.pdf> . There is also information on the HSE website about how to comply with the regulations, including a more generic guide to working safely with asbestos -  
<http://www.hse.gov.uk/asbestos/protect.htm>.





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## PLANNING DRAWING

Details of this drawing are the copyright of TPP Services and must not be reproduced or copied without prior written consent. Any errors or omissions are to be reported to the contractor and Authorised immediately. All proposed road and junction alterations subject to a highways engineers detailed design. Removal of any existing trees and landscaped areas subject to regulations with Local Authority Planning Dept and other statutory controls. All drawings to be used in conjunction with structural engineers drawings and all related Authorised and consultant drawings and other relevant design information. When used agree, seek a design.



**SITE LOCATION PLAN (1:1250)**

**A4**  
ORIGINAL  
PLOT SIZE

[illegible]

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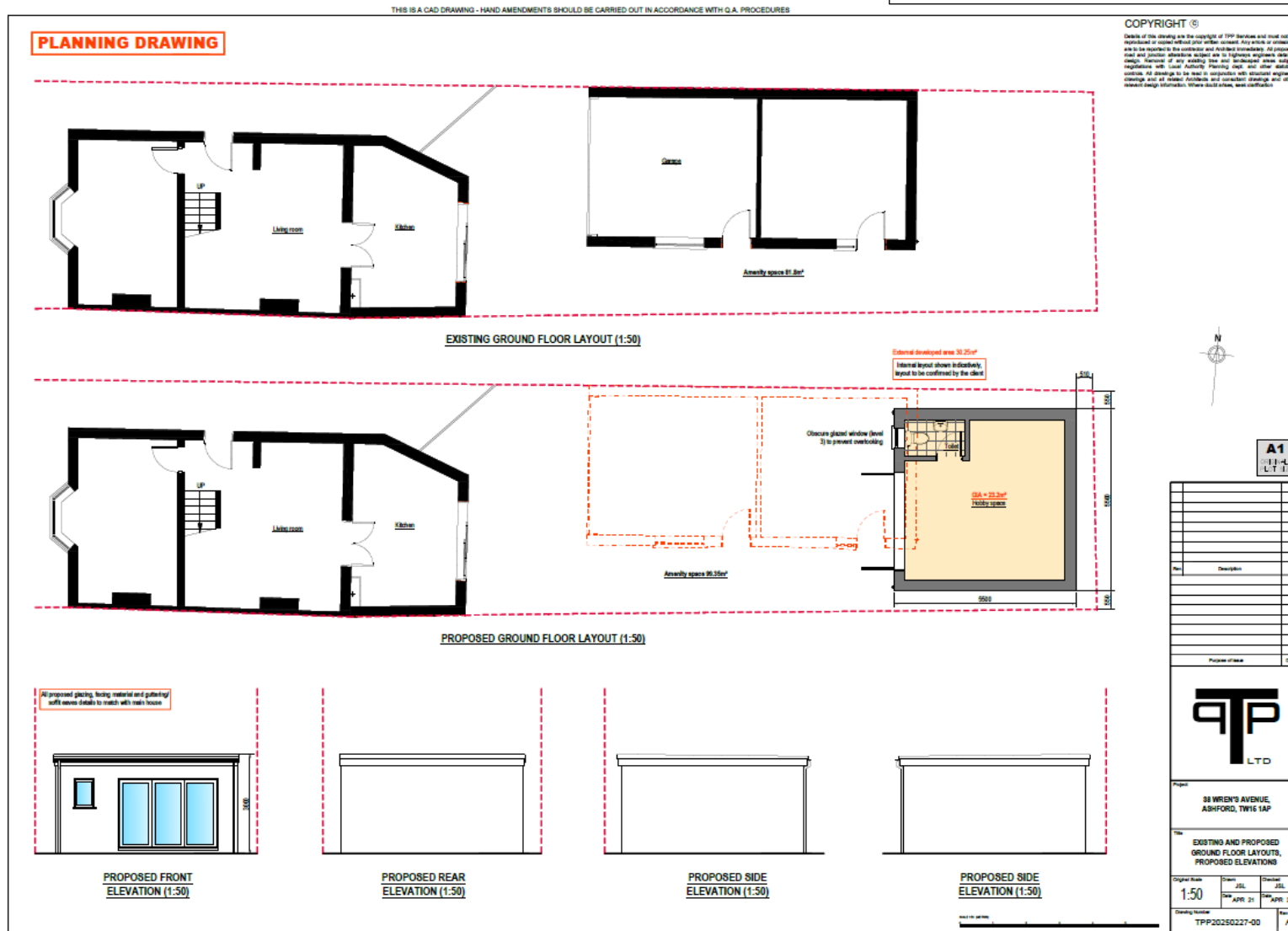
38 WREN'S AVENUE,  
ASHFORD, TW15 1AP

Title

**SITE LOCATION PLAN**

Original Scale	Drawn	Checked
1:1250	AS	JSL
	Date	Date
	JUN 10	JUN 11
Drawing Number	Rev	

## Existing and Proposed Plans





25/00683/PDH: 38 Wrens Avenue, Ashford.

TW15 1AP

Scale: 1:500

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# Planning Committee

23 July 2025



<b>Application No.</b>	25/00683/PDH
<b>Site Address</b>	38 Wrens Avenue Ashford TW15 1AP
<b>Applicant</b>	Mrs Shelley Mehra
<b>Proposal</b>	Prior Approval Notification for a single storey rear extension extending 6 metres beyond the rear wall of the original house, with a maximum height of 3 metres and a height of 2.9 metres to the eaves (following demolition of existing garage and single storey rear extension).
<b>Case Officer</b>	Vanya Popova
<b>Ward</b>	Ashford East
<b>Called-in</b>	The applicant is related to a Ward Councillor (Councillor Chandler) for Spelthorne Borough Council. Therefore, in accordance with the Planning Code (paragraph 40) this application is being presented to Committee for a decision.

<b>Application Dates</b>	Valid: 10.06.2025	Expiry: 22.07.2025	Target: Extension of time agreed to 25.07.2025
<b>Executive Summary</b>	<p>The application site refers to 38 Wrens Avenue in Ashford, a two-storey semi-detached dwelling situated on the eastern side of the road. The application has been submitted under Class A, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (GDPO) and seeks the Council's Prior Approval Notification for a single storey rear extension extending 6 metres beyond the rear wall of the original house, with a maximum height of 3 metres and a height of 2.9 metres to the eaves (following demolition of existing garage and single storey rear extension).</p> <p>The proposed single storey rear extension meets the requirements of Class A, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) 2015. This is due the fact that the proposed development would not exceed more than 6 metres in depth from the original rear wall of the dwelling, the eaves would not exceed more than 3 metres in height.</p>		

	<p>Additionally, the overall height would not exceed 4 metres in height and the proposed plans show that the existing outbuilding at the rear was to be demolished.</p> <p>Additionally, no objections were received from the adjoining properties located at Nos. 37 and 39 Wrens Avenue during the neighbouring notification period. The Council, therefore, cannot consider the planning merits of the proposal and Prior Approval is not required.</p>
<b>Recommended Decision</b>	Approve the application subject to a reason and condition as set out in the Recommendation section (paras 7.1, 7.2 and 7.3).

## MAIN REPORT

### 1. Development Plan

- 1.1 [The Town and Country Planning \(General Permitted Development\) Order 2015](#) (as amended) and [Permitted Development rights for householders Technical Guidance \(September 2019\)](#) for prior approval submitted under Class A, Part 1, Schedule 2 of the Order.

### 2. Relevant Planning History

- 2.1 The site has the following planning history:

25/00659/HOU	Erection of a single storey outbuilding at the rear of site (following demolition of outbuilding).	Under consideration
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### 3. Description of Current Proposal

- 3.1 The application site relates to a two-storey semi-detached dwellinghouse situated on the eastern side of Wrens Avenue in Ashford. The site contains a single storey rear extension and detached outbuilding situated adjacent to the northern flank boundary at the rear.
- 3.2 The application has been submitted under Class A, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (GDPO) and seeks the Council's Prior Approval Notification for a single storey rear extension extending 6 metres beyond the rear wall of the original house, with a maximum height of 3 metres and a height of 2.9 metres to the eaves (following demolition of existing garage and single storey rear extension).
- 3.3 It is relevant to note that the applicant has separately submitted a Householder planning application for the erection of a single storey



outbuilding at the rear of site (following demolition of outbuilding) (ref. 25/00659/HOU).

#### **4. Consultations**

- 4.1 There were no consultations sought for this application, although the Council's Environmental Health Department has provided comments.

##### Statutory Consultees

Consultee	Comment
None	N/A

##### Non-Statutory Consultees

Consultee	Comment
Environmental Health (Contamination)	No objections, recommends informatives.

#### **4.2 Public Consultation**

A total of 3 neighbouring properties were notified of the planning application. No letters of representation have been received.

#### **5. Planning Issues**

- Whether the proposal constitutes permitted development under the requirements of Class A, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (GDPO).

#### **6. Planning Considerations**

##### Permitted Development

- 6.1 Under Class A, Part 1, Schedule 2 development is not permitted if:
- (a) The permission to use the dwellinghouse as a dwellinghouse has been granted only by virtue of Class G, M, MA, N, O, P, PA or Q of Schedule 2, Part 3 of the GDPO (changes of use).
  - (b) as a result of the works, the total area of ground covered by buildings within the curtilage of the dwellinghouse (other than the original dwellinghouse) would exceed 50% of the total area of the curtilage (excluding the ground area of the original dwellinghouse);
  - (c) the height of the part of the dwellinghouse enlarged, improved or altered would exceed the height of the highest part of the roof of the existing dwellinghouse;
  - (d) the height of the eaves of the part of the dwellinghouse enlarged, improved or altered would exceed the height of the eaves of the existing dwellinghouse;

(e) the enlarged part of the dwellinghouse would extend beyond a wall which—

- (i) forms the principal elevation of the original dwellinghouse; or
- (ii) fronts a highway and forms a side elevation of the original dwellinghouse;

(f) subject to paragraph (g), the enlarged part of the dwellinghouse would have a single storey and—

- (i) extend beyond the rear wall of the original dwellinghouse by more than 4 metres in the case of a detached dwellinghouse, or 3 metres in the case of any other dwellinghouse, or
- (ii) exceed 4 metres in height;

(g) for a dwellinghouse not on article 2(3) land nor on a site of special scientific interest, the enlarged part of the dwellinghouse would have a single storey and

- (i) extend beyond the rear wall of the original dwellinghouse by more than 8 metres in the case of a detached dwellinghouse, or 6 metres in the case of any other dwellinghouse, or
- (ii) exceed 4 metres in height;

(h) the enlarged part of the dwellinghouse would have more than a single storey and—

- (i) extend beyond the rear wall of the original dwellinghouse by more than 3 metres, or
- (ii) be within 7 metres of any boundary of the curtilage of the dwellinghouse being enlarged which is opposite the rear wall of that dwellinghouse;

(i) the enlarged part of the dwellinghouse would be within 2 metres of the boundary of the curtilage of the dwellinghouse, and the height of the eaves of the enlarged part would exceed 3 metres;

(j) the enlarged part of the dwellinghouse would extend beyond a wall forming a side elevation of the original dwellinghouse, and would—

- (i) exceed 4 metres in height,
- (ii) have more than a single storey, or
- (iii) have a width greater than half the width of the original dwellinghouse;

(ja) any total enlargement (being the enlarged part together with any existing enlargement of the original dwellinghouse to which it will be joined) exceeds or would exceed the limits set out in sub-paragraphs (e) to (j);

(k) it would consist of or include— (i) the construction or provision of a verandah, balcony or raised platform, (ii) the installation, alteration or replacement of a microwave antenna, (iii) the installation, alteration or replacement of a chimney, flue or soil and vent pipe, or (iv) an alteration to any part of the roof of the dwellinghouse.; or (l) the dwellinghouse is built under Part 20 of this Schedule (construction of new dwellinghouses).

6.2 The application comprises a Prior Approval Notification for a single storey rear extension extending 6 metres beyond the rear wall of the original house, with

a maximum height of 3 metres and a height of 2.9 metres to the eaves (following demolition of existing garage and single storey rear extension).

- 6.3 The proposed application of a single storey rear extension meets the requirements of Class A, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) 2015. This is due the fact that the proposed development would not exceed more than 6 metres in depth from the original rear wall of the dwelling, the eaves would not exceed more than 3 metres in height. Additionally, the overall height would not exceed 4 metres in height. Furthermore, the proposed plans indicate that the existing outbuilding at the rear is to be demolished.
- 6.4 Additionally, no objections were received from the adjoining properties located at Nos 37 Wrens Avenue and 39 Wrens Avenue, as well as no. 13 Kingswood Close, during the neighbour notification period, which has since (expired on 03.07.2025), the Council, therefore, cannot consider the planning merits of the proposal and Prior Approval is not required (no planning permission required).

## **7. Recommendation**

- 7.1 The options available to the Planning Committee for decision making are:
- To approve the application as set out in the report. The decision should state "Prior Approval Not Required". This option is recommended. The report analyses, in detail, the reasons as to why the application is considered acceptable under the permitted development route.
  - To approve the application subject to additional/amended conditions. This option is not recommended. This goes beyond the scope of Class A, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) 2015).
  - To refuse the application. This option is not recommended. The report demonstrates why officers consider the application complies with the Permitted Development criteria.
- 7.2 The application is recommended for approval, subject to a condition and informatives below.

- 7.3 APPROVE subject to the following reason and condition:

The Council's Prior Approval is not required for this proposed single storey rear extension, which constitutes Permitted Development under the terms of Class A, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015.

Subject to the following condition:

'The materials used in any exterior work (other than materials used in the construction of a conservatory) must be of a similar appearance to those used in the construction of the exterior of the existing dwellinghouse'.

## INFORMATIVES TO APPLICANT

### 1. Access by the Fire Brigade

Notice of the provisions of Section 20 of the Surrey County Council Act 1985 is hereby endorsed on this planning permission. Copies of the Section may be obtained from the Council Offices or from County Hall. Section 20 of this Act requires that when a building is erected or extended, proper provision must be made for the Fire Brigade to have means of access to the building or to any neighbouring buildings. There are also requirements relating to access and facilities for the fire service contained in Part B of the Building Regulations 2000 (as amended).

### 2. The applicant's attention is drawn to the requirements of the Party Wall Etc. Act 1996 in relation to work close to a neighbour's building/boundary.

### 3. That no roofs, gutters and downpipes should overhang neighbouring properties.

### 4. The applicants should be mindful not to create a dust nuisance during demolition works, particularly where any asbestos containing materials may be present. If removal of asbestos cement sheet roofing is required appropriate removal (without significant damage), handling and disposal by competent persons is required. The Health & Safety Executive (HSE) have produced a guide to safe removal of asbestos cement sheets, which outlines good practice, how to prepare and what equipment is needed, how to remove the sheets and how to deal with the sheets once removed: <http://www.hse.gov.uk/pubns/guidance/a14.pdf> . There is also information on the HSE website about how to comply with the regulations, including a more generic guide to working safely with asbestos - <http://www.hse.gov.uk/asbestos/protect.htm>.

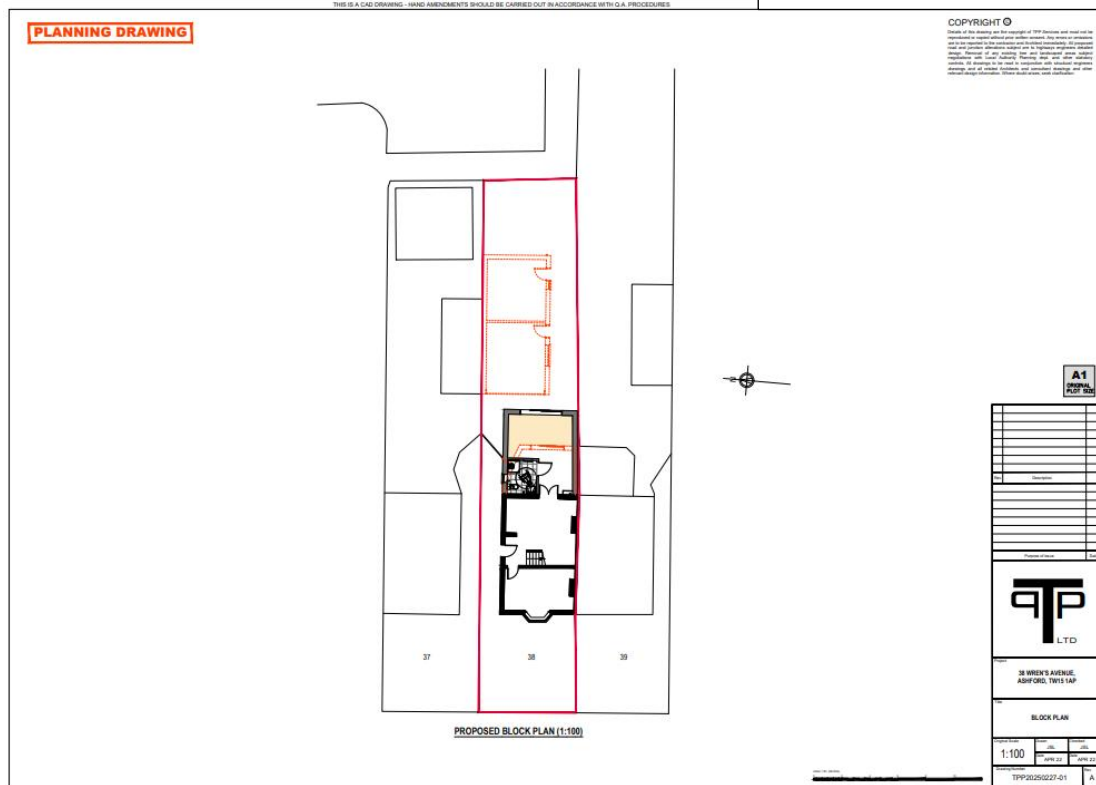
### 5. The proposed single storey rear extension should not attach roof or walls with the existing nearby detached garage. Otherwise, it would need planning permission.

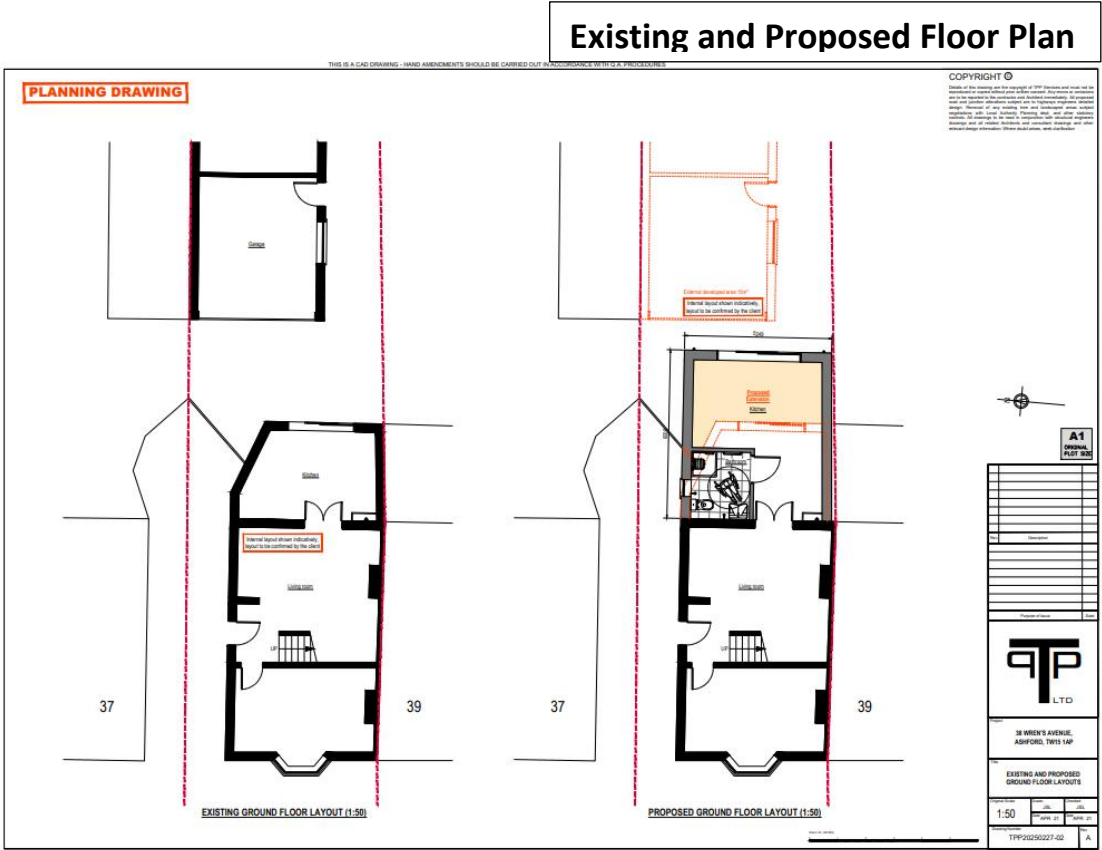
### 6. This development is situated within 250 metres of a historic pit/pond, which potentially could produce landfill gas. Gas protection measures should match those measures in place in the existing property. If there are no gas protection measures in the existing property, the developer should consider whether there is a need to incorporate gas protection measures in the development. This applies to both new buildings and extensions to existing properties.

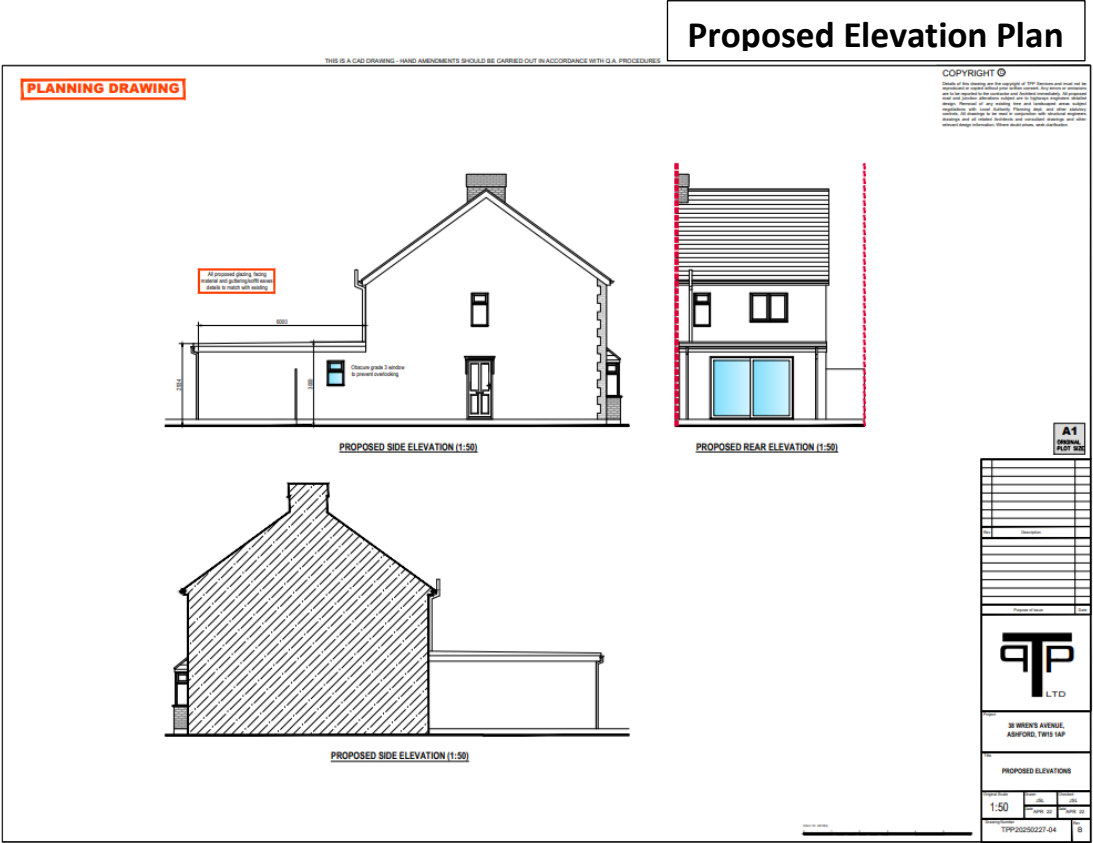
## Location Plan



### Proposed Layout Plan









**Planning Appeals Report – V1.0 ISSUED**

**Appeals Started between 12 June 2025 – 10 July 2025**

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature
25/00395/HOU  <b>59 Kingsmead Avenue Sunbury-on-Thames TW16 5HL</b>	03.07.2025	Fast Track Appeal	APP/Z3635/D/25/3367822  Erection of a single storey front extension, a front dormer and conversion of the existing garage into a habitable room
25/00569/CPD	03.07.2025	Written Representation	APP/Z3635/X/25/3367965  Certificate of lawfulness for proposed single storey rear extension and reinstatement of part of the original side wall

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature
<b>Little Stoatswold 43 Lower Hampton Road Sunbury-on-Thames</b>			
24/00150/ENF  <b>10 Stuart Way Staines-upon-Thames TW18 1EP</b>	02.07.2025	Written Representation	APP/Z3635/C/25/3368076 Appeal against the serving of an Enforcement Notice for Unauth COU to SC Accommodation of Outbuilding

**Appeal Decisions Made between 12 June 2025 – 10 July 2025**

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Comments
20/00257/ENF_C  <b>Stanwell Farm Bedfont Road Stanwell</b>	23.09.2024	Hearing	APP/Z3635/C/24/3352057 Appeal against the serving of an Enforcement Notice. Without planning permission, the material change of use of the land to use as a Builders Merchant (sui generis) Without planning permission, the erection of a warehouse building (the approx location of which is shown with an X and hatched in black on the attached plan). Without planning permission, the erection of two structures (the approx location of which are shown with a Y and Z and hatched in red and blue respectively on the attached plan).	Appeal Dismissed	07.07.2025	TBC
24/01165/HOU	09.01.2025	Fast Track Appeal	APP/Z3635/D/24/3357417	Appeal Dismissed	25.06.2025	The Inspector considered that the proposed two storey rear extension would add considerable scale and

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Comments
<b>34 Hawkewood Road Sunbury-on- Thames TW16 6HJ</b>			Erection of a two storey rear extension, a single storey front extension and 3 no. front dormers following the demolition of the existing rear extension and dormers			<p>bulk to the appeal property. Nonetheless, it would not look out of character in the context of other properties along Hawkewood Road, several of which have similar two storey rear extensions. Therefore, the Inspector found that the proposal would not harm the character and appearance.</p> <p>However, in regards to the amenity, the Inspector considered that the two-storey rear extension would obscure and restrict the outlook from the neighbouring window. Due to the bulk and proximity of the extension, this would appear overbearing and would harmfully reduce the outlook from the neighbours window. The Inspector considered that the proposal would harm the living conditions of the occupiers of No. 36 with regard to outlook, but not sunlight. The appeal was therefore dismissed.</p>
24/01186/PIP	23.01.2025	Written Representation	APP/Z3635/W/25/3358550 Permission in principle for a maximum of 2 dwellings.	Appeal Dismissed	27.06.2025	

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Comments
<b>12 Stanwell Close Stanwell Staines-upon-Thames</b>						
24/01318/HOU  <b>22 Cecil Road Ashford TW15 1RJ</b>	14.03.2025	Fast Track Appeal	APP/Z3635/D/25/3361252  Proposed roof alterations that would include rear extension to the roof together with the extension of the northern and southern flank dormers.	Appeal Dismissed	13.06.2025	<p>The Inspector considered that the significant extension in depth to the main roof, together with the considerable bulk of the extended flat-roofed dormers, would have a dominant appearance which would overwhelm the original design and scale of the host dwelling. This would unacceptably differentiate the host dwelling from the neighbouring chalet-style dwellings in the row and the generally more modest roof forms and depths of other dwellings on the street.</p> <p>The disparities in the depth and massing with other roof forms on Cecil Road would be prominent to passers-by, particularly in views across the frontage of the neighbouring two-storey terrace. Therefore, the Inspector found that the proposal would harm the</p>

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Comments
						character and appearance of the area. The appeal was consequently dismissed.

**Current/Future Hearings/Inquiries**

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Comments
24/00203/FUL  <b>Land South East Of The Ranges (addressed As 1A Priory Stables) Chertsey Road</b>	05.11.2024	Hearing	APP/Z3635/W/24/3348103  Change of use of the land for the stationing of 6 mobile static homes for Gypsy / Traveller occupation, with associated hard and soft landscaping, parking and roadway.  As shown on plan no.'s 2023-1338v3-Mobile received 19.02.2024; amended site location plan 2023-1338v3-Location received 02.04.2024; amended plan 2023-1338v3-Block received 02.04.2024.			Hearing held on 12 <sup>th</sup> February 2025, but the appeal was then adjourned. The Hearing was re-arranged for the 3 <sup>rd</sup> July 2025.  The hearing was adjourned for a further day in November. The date is yet to be determined.
20/00257/ENF_C	23.09.2024	Hearing	APP/Z3635/C/24/3352057  Appeal against the serving of an Enforcement Notice.	Appeal Dismissed	07/07/2025	Hearing held 7 May 2025

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Comments
<b>Stanwell Farm Bedfont Road Stanwell</b>			Without planning permission, the material change of use of the land to use as a Builders Merchant (sui generis) Without planning permission, the erection of a warehouse building (the approx location of which is shown with an X and hatched in black on the attached plan). Without planning permission, the erection of two structures (the approx location of which are shown with a Y and Z and hatched in red and blue respectively on the attached plan).			Appeal Dismissed on all grounds – Enforcement Notice varied.  It is directed that the enforcement notice is varied by: The deletion of the word “insultation” and the substitution of the word “insulation” in 5. WHAT YOU ARE REQUIRED TO DO, step (2); and The substitution of 12 months for the 6 months set out in 6. TIME FOR COMPLIANCE. Subject to the variations, the enforcement notice is upheld.
23/01264/RVC  <b>The Paddocks, 235A Hithermoor Road, Stanwell Moor</b>	17.09.2024	Hearing	APP/Z3635/W/24/3350632 Removal of conditions 2 (temporary consent) and 3 (personal permission) of planning application ref 19/01372/FUL for the material change of use of hay-barn and feed room, including dayroom and			Hearing has been postponed until 21 October 2025.



Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Comments
			toilet facilities, to a single dwelling house and retention of 3 loose box, stable feed store and tack room as shown on site location plan received on 15 November 2023.			
24/00577/FUL  <b>Barclays 39 Church Road Ashford</b>	02.09.2024	Hearing	APP/Z3635/W/24/3348201 Change of Use of Basement and Ground Floor from a vacant Bank to an Adult Gaming Centre (AGC)  As shown on drawing no's: Site location Plan; 39ChrAGC/FUL/24/01; 39ChrAGC/FUL/24/02; 39ChrAGC/FUL/24/03 received 08.05.2024	Appeal Allowed	16.04.2025	Hearing held on the 26 March 2025. The Inspector issued his decision to allow the appeal on the 16 April 2025 with a condition restricting the hours of operation to between 9am and 11pm rather than on a 24 hour basis that had been originally proposed by the applicant.
22/00231/ENF_A  <b>Land South East Of The Ranges (addressed As</b>	12.02.2024	Hearing	APP/Z3635/C/23/3335127 Appeal against serving of an Enforcement Notice. The carrying out on the land of building, engineering, mining or other operations in			This appeal has been linked with the planning appeal for the same site (24/00203/FUL – see above) and is to be heard at a hearing on the 03 July 2025.

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Comments
<b>1A Priory Stables) Chertsey Road</b>			particular the laying of an area of hardstanding and a roadway on Green Belt land. Marked in blue on the attached plan and a change of use of the use of the land to the commercial storage of vehicles.			The hearing was adjourned for a further day in November. The date is yet to be determined.

### Major Applications

This report is for information only.

The list below comprises current major applications which may be brought before Planning Committee for determination. These applications have either been submitted for some time but are still not ready for consideration or have been recently received but are not ready to be considered by the Planning Committee. The background documents for all the applications are contained on the Council's website (Part 1 Planning Register).

All planning applications by Spelthorne Borough Council and Knowle Green Estates will be brought before the Planning Committee for determination, regardless of the Planning Officer's recommendation. Other planning applications may be determined under officers' delegated powers.

App no	Site	Proposal	Applicant	Case Officer(s)
23/00680/OUT	Land To the East of Desford Way Ashford	Outline Planning Permission with all matters reserved except for access for a site to accommodate Travelling Show people (Sui Generis).	<b>Ashford Corporation Ltd</b>	<b>Paul Tomson / Kelly Walker</b>
24/01112/FUL	Land To North-East of Eco Park Charlton Lane Shepperton TW17 8QA	The construction of and operation of a Battery Energy Storage System of up to 200 megawatts electrical output with a total capacity of up to 400 megawatt hours, associated site access and partial cable route, with associated work.	<b>Richard Haywood / Sunbury BESS Ltd</b>	<b>Matthew Clapham</b>

24/01452/OUT	Bugle Nurseries Upper Halliford Road Shepperton TW17 8SN	Outline application with approval sought for scale, access and layout, with details of appearance and landscaping reserved, for the demolition of existing buildings and structures and the redevelopment of the site for up to 80 residential units and the provision of open space and a play area, plus associated works for landscaping, parking areas, pedestrian, cycle and vehicular routes.	<b>Angle Property (RLP Shepperton) LLP</b>	<b>Paul Tomson/Kelly Walker</b>
24/01527/RVC	Sunbury Cross Ex Services Association Club Crossways Sunbury-on-Thames TW16 7BG	Variation of Condition 2 (approved plans) imposed upon planning permission 21/01801/FUL for the erection of two residential buildings comprising 47 flats, to allow the addition of secondary fire escape staircases for each building and associated internal alterations.	<b>Mr. A Chaudhry. Sun-Ex 21 Ltd</b>	<b>Vanya Popova</b>
25/00268/FUL	Enterprise House 203 London Road Staines-upon-Thames TW18 4HR	Demolition of existing building and redevelopment of site to create a building arranged over ground, first, second, part third and part fourth floors for Class E(g)(i)(office) and Class B8 (self-storage) uses, provision of car and cycle parking, landscaping, plant and associated works.	<b>Access Self-Storage</b>	<b>Matthew Churchill</b>
25/00642/RVC	Spelthorne Leisure Centre Knowle Green Staines-upon-Thames TW18 1AJ	Variation to condition 2 (revised plans) and condition 16 (car parking management plan) imposed upon planning permission 20/01486/FUL for the construction of a new leisure centre, to allow revised parking arrangements and associated works to the car park.	<b>Lichfields on behalf of Spelthorne Council</b>	<b>Vanya Popova</b>

25/00646/RVC	524-538 London Road Ashford TW15 3AE	Variation of condition 1 (plans) of planning permission 23/01343/RVC [which in turn varied conditions 2 (plans), 4 (contaminated land), 6 (energy), 10 (refuse), 16 (Highways Access Works), 18 (Construction Transport Management Plan) and removed condition 1 (Commencement), 15 (Access/Egress) and 17 (Closure of existing access to Kenilworth Road)] of planning permission 17/00640/FUL for the erection of a building to provide 58 flats to allow for an in part change in the material from brick to render.	<b>Build R Us Ltd</b>	<b>Kiran Boparai</b>
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If you wish to discuss any of these applications, please contact the case officer(s) in the first instance.

Simon Rowbery  
Interim Planning Development Manager  
09/07/2025

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## PLANNING GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
ADC	Advert application
AMD	Amend (Non Material Amendment) – minor change to an application after planning permission has been given
AOD	Above Ordinance Datum. Height, in metres, above a fixed point. Used to assess matters of comparative heights in long distance views and flooding modelling
AQMA	Air Quality Management Area
BCN	Breach of Condition Notice. Formal enforcement action to secure compliance with a valid condition
CHA	County Highways Authority. Responsible for offering advice on highways issues relating to planning applications as well as highways maintenance and improvements
CIL	Community Infrastructure Levy – A levy on housing development to fund infrastructure in the borough
CLEUD/CLD	Certificate of Lawful Existing Use or Development. Formal procedure to ascertain whether a development which does not have planning permission is immune from enforcement action
CS&P DPD	Core Strategy and Policies Development Plan Document
COU	Change of use planning application
CPD	Certificate of Lawful Proposed Use or Development. Formal procedure to ascertain whether a development is permitted development and does not require planning permission
Conservation Area	An area of special architectural or historic interest designated due to factors such as the layout of buildings, boundaries, characteristic materials, vistas and open spaces
DAS	Design and Access Statement. This is submitted with a planning application and sets out the design principles that the applicant has adopted to make the proposal fit into its wider context
Development Plan	The combined policy documents of the Local Plan, Minerals and Waste Plans. The Minerals and Waste Plans are prepared by Surrey County Council who has responsibility for these functions

DM	Development Management – the area of planning service that processes planning applications, planning appeals and enforcement work
DMPO	Development Management Procedure Order - This Order provides for procedures connected with planning applications, consultations in relation to planning applications, the determination of planning applications and appeals
DPH	Dwellings per Hectare (density)
EA	Environment Agency. Lead government agency advising on flooding and pollution control
EIA	Environmental Impact Assessment – formal environmental assessment of specific categories of development proposals
EHO	Environmental Health Officer
ES	Environmental Statement prepared under the Environmental Impact Assessment Regulations
FRA	Flood Risk Assessment
FUL	Full planning application
GPDO	General Permitted Development Order. Document which sets out categories of permitted development (see 'PD' below)
HOU	Householder planning application
LBC	Listed Building Consent – consent to alter a listed building
LLFA	Lead Local Flood Authority
Local Plan	The current development policy document
LPA	Local Planning Authority
Material Considerations	Matters which are relevant in the determination of planning applications
MISC	Miscellaneous applications (usually a consultation by adjoining boroughs)
NPPF	National Planning Policy Framework, 2023. This is Policy issued by the Secretary of State detailing national planning policy within existing legislation
OUT	Outline planning application – obtaining the principle of development



PAP	Prior Approval application
PCN	Planning Contravention Notice. Formal notice, which requires information to be provided in connection with an enforcement investigation. It does not in itself constitute enforcement action
PD	Permitted development – works which can be undertaken without the need to submit a planning application
PDDC	Permitted Development New Dwelling in commercial or mixed use
PDDD	Permitted Development prior approval new dwelling on detached buildings
PDDN	Permitted Development prior approval demolish and construct new dwellings
PDDS	Permitted Development prior approval enlarge dwelling by additional storeys
PDDT	Permitted Development prior approval new dwelling on terraced buildings
PDH	Permitted Development Householder prior approval
PDNF	Permitted Development prior approval new dwellings on flats
PDO	Permitted Development prior approval conversion of office to residential.
PINS	Planning Inspectorate responsible for determining planning appeals on behalf of the Secretary of State
PIP	Permission in Principle application
POCA	Proceeds of Crime Act. Used by LPAs to obtain confiscation orders against those committing offences under the Town and County Planning Act 1990 following successful conviction
PPG	National Planning Practice Guidance. This is guidance issued by the Secretary of State detailing national planning practice and guidance within existing legislation. It is also known as NPPG <i>National</i> Planning Practice Guidance
Ramsar Site	A wetland of international importance
RIPA	Regulation of Investigatory Powers Act. Provides limitation on covert surveillance relating to enforcement investigation
RMA	Reserved Matters application – this follows on from an outline planning permission and deals with some or all of the outstanding details of the outline application including: appearance, means of access, landscaping, layout and scale

RVC	Removal or Variation of Condition on a planning permission
SAC	Special Area of Conservation – an SSSI additionally designated as a Special Area of Conservation under the European Community’s Habitats Directive 1992 in order to maintain or restore priority natural habitats and wild species
SCAMD	Surrey County Council amended application (minor changes following planning permission)
SCC	Surrey County Council planning application
SCI	Statement of Community Involvement. The document and policies that indicate how the community will be engaged in the preparation of the new Local Plan and in the determination of planning applications
Section 106 Agreement	A legal agreement for the provision of facilities and/or infrastructure either directly by a developer or through a financial contribution, to meet the needs arising out of a development. Can also prevent certain matters
SLAA	Strategic Land Availability Assessment
SNCI	Site of Nature Conservation Importance. A non-statutory designated area of county or regional wildlife value
SPA	Special Protection Area. An SSSI additionally designated a Special Protection Area under the European Community’s Directive on the Conservation of Wild Birds 1979. The largest influence on the Borough is the Thames Basin Heath SPA (often referred to as the TBH SPA)
SPD	Supplementary Planning Document – provides additional advice on policies in Local Development Framework (replaces SPG)
SSSI	Site of Special Scientific Interest is a formal conservation designation, usually due to the rare species of flora or fauna it contains
SuDS	Sustainable Urban Drainage Systems. Providing urban drainage systems in a more environmentally sensitive way by systems designed to reduce the quantity of run-off, slow its velocity or provide for filtering, sedimentation and biological degradation of the water
Sustainable Development	Sustainable development is the core principle underpinning planning. It is defined as “development that meets the needs of the present without compromising the ability of future generations to meet their own needs”
T56	Telecom application 56 days to determine

TA	Transport Assessment – assessment of the traffic and transportation implications of a development proposal
TCA	Trees in a conservation area – six weeks’ notice to the LPA is required for works to trees in a conservation area. This gives an opportunity for the LPA to consider whether a tree preservation order should be made to protect the trees
TPO	Tree Preservation Order – where a tree or trees are formally protected, and prior consent is needed for pruning or felling
TRICS	Computerised database and trip rate analysis used to estimate traffic flows to and from a variety of land uses, to assess transportation implications of new development in southern England
Further definitions can be found in Annex 2 of the NPPF	

Esmé Spinks 21/12/2023

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