



SEND PARISH COUNCIL

Monday, 8th June 2026

Members of Send Parish Council are hereby summoned to attend the Planning and Environment Committee Meeting of SEND PARISH COUNCIL to be held on Monday, 15th of June 2026 at 7:00pm, in the Upper Room, Lancaster Hall, for the purpose of transacting the following business.

Public Session (5 minutes). Members of the public are invited to address the Council (7:00-7:05pm) and then are welcome to observe the rest of the meeting.

Signed:  Mrs N.G. Mair (Clerk to Send Parish Council)

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Approval of the minutes of the meeting held on Monday, 1st of June 2026 (**Appendix 1**).
4. Recent Decisions, Conditions and Informatives since the previous meeting.

22/P/01069 – Land to the north of Heath Drive, Send, GU23 7EP – **non determination**.

26/P/00582 – Oaks Rise, 76 Potters Lane, Send – **approved**.

5. To receive and consider the following applications:

26/P/00635 Sandilands, Boughton Hall Avenue, Send, Woking, GU23 7DE

Application under Section 73 of the Town and Country Planning Act 1990 to vary condition 2 (drawing numbers) to allow the addition of a pergola on the east elevation of planning permission 20/P/00661, approved on 21/08/2020, for the erection of a new single storey dwelling following demolition of existing dwelling.

Contact: Mr. Tang (Direct Line: 01483 505050; email: james.tang@Guildford.gov.uk; planningenquiries@guildford.gov.uk).

26/P/00218 and 26/P/00219 New Barn Nurseries, London Road, Send, Woking, GU23 7JX

Increase in main ridge height, works to existing roof tiles and wall materials, change to existing fenestration, replacement front porch, removal of existing buttresses, and installation of rainwater goods. (additional documents received 2 June 2026)

Contact: Mr. Tang (Direct Line: 01483 505050; email: james.tang@Guildford.gov.uk; planningenquiries@guildford.gov.uk).

All other applications received before Monday, 15th of June 2026 will also be considered by the Planning and Environment Committee.

6. **26/P/00626 Land south of Sandy Lane, Send, GU23 7AP**

Erection of four detached dwellings together with associated amenity space, landscaping and the formation of a vehicular access point from Sandy Lane.

Contact: Ms. Khanbhai (Direct Line: 01483 444640; email: sakina.khanbhai@guildford.gov.uk; planningenquiries@guildford.gov.uk).

7. To receive an update on planning appeals and Enforcement cases. (*Appendix 2*).
To note that there are currently two open enforcement cases in Send: 1 low priority and 1 high priority. The new high priority case, EN/26/00167 - Pembroke House, 2 Navigation Way, Send, concerning alleged unauthorised works to a tree protected by a TPO.

To note that enforcement case EN/26/00052 at Fermain was closed on 8 May 2026 following receipt of planning application 26/N/00036.
8. Communication from Guildford Borough Council regarding the Burntcommon Nurseries decision notice (*Appendix 3*).
9. **To note the next Planning & Environment Committee Meeting is on Monday, 6th of July 2026 at 7pm.**

Parish Office - 28 Send Road, Send, Woking, GU23 7ET - 01483 479312 - clerk@sendparishcouncil.gov.uk



SEND PARISH COUNCIL

Minutes of Planning and Environment Committee Meeting of SEND PARISH COUNCIL held on Monday, 1st of June 2026 at 7:00pm, in the Upper Room, Lancaster Hall,

Present: Cllr H Thomas, Cllr D Hurdle, Cllr M Bruton, Cllr J Manktelow, Cllr J Osborn. There were also 14 members of the public.

Public Session: With reference to the application [26/P/00626](#) Land south of Sandy Lane, Send, GU23 7AP, it was explained that the residents of Farm Lane and Sandy Lane had come together as a group to put together responses to the aforementioned application. Many concerns were raised including access, loss of Amenity to residents of the neighbouring roads, loss of green space locally, loss of footpaths, destruction of wildlife habitats, concerns over biodiversity losses, elevation of the landscape, loss of privacy of opposite properties. It was then explained to residents that if a sufficient number of objections are received by the local authority, the application will be discussed at a public session of GBC Planning Committee. Further comments were received about in correct recording of the size of the site.

1. Apologies for Absence – apologies for absence were received and accepted from Jess Caine.
2. Declarations of Interest – a declaration of interest was received from Cllr Hurdle in relation to [26/P/00626](#) Land south of Sandy Lane, Send, GU23 7AP, who left the room during discussion of that application.
3. Approval of the minutes of the meeting held on Monday, 18th of May 2026.
RESOLVED: the minutes of the meeting of 18th May were signed as a correct record.

4. Recent Decisions, Conditions and Informatives since the previous meeting.

25/P/01730 – St Mary's Vicarage, Vicarage Lane, Send – extension – **approve. - Noted**

18/05/2026 – 5 Farm Lane, Send – Certificate of lawfulness re conversion of loft space – **approve.- Noted**

5. To receive and consider the following applications:
Following discussion, it was agreed to discuss the land South of Sandy Lane first.
RESOLVED: to make [26/P/00626](#) Land south of Sandy Lane, Send, GU23 7AP the next agenda item.

[26/P/00626](#) Land south of Sandy Lane, Send, GU23 7AP

Erection of four detached dwellings together with associated amenity space, landscaping and the formation of a vehicular access point from Sandy Lane.

Contact: Ms. Khanbhai (Direct Line: 01483 444640; email: sakina.khanbhai@guildford.gov.uk; planningenquiries@guildford.gov.uk).

The public comments for the application were considered by councillors.

Further issues included, acknowledgement of badgers on the site, ecological disturbance of the site, access difficulties particularly entry and egress issues. Protected oak trees close to the site. Parking issues on the site.

It was felt that further information should be gathered to construct a robust response and an extension of time should be sort to enable this. The response will then be considered at the next meeting on the 15th June.

RESOLVED: An extension of time to be requested from GBC to enable the council to put together a considered response. The draft response to be considered at the next Planning and Environment meeting, on the 15th June.

[26/P/00638](#), Ashleigh, 12 Farm Lane, Send, Woking, GU23 7AT

Proposed part single-side and rear extensions together with part first-floor rear extension.

Contact: Ms Withers (Direct Line: 01483 444470; email: nicola.withers@guildford.gov.uk; planningenquiries@guildford.gov.uk). – **Agreed Response : No Comment**

All other applications received before Monday, 1st of June 2026 will also be considered by the Planning and Environment Committee.

6. **To receive an update on planning appeals and Enforcement cases.**
The enforcement list had not been received yet. **None noted**
7. **To note the next Planning & Environment Committee Meeting is on Monday, 15th of June 2026 at 7pm.**

The Chairman closed the meeting at 7:58pm.

Parish Office - 28 Send Road, Send, Woking, GU23 7ET - 01483 479312 - clerk@sendparishcouncil.gov.uk



Current Enforcement Cases Send

Report date: 01/06/2026

Total Number of all Open Cases: 2

Total Number of **HIGH** Priority Cases Open: 1

Total Number of **MEDIUM** Priority Cases Open: 0

Total Number of **LOW** Priority Cases Open: 1

Send

Total cases for parish: 2

- | | | | |
|---|---|-----------------------------|-----------------------------------|
| 1 | Case No: EN/25/00374 | Received: 14/10/2025 | Case Status: Investigating |
| | Officer: Marie Parmar | | Priority: Low |
| | Location: Seale, Send Hill, Send, Woking, GU23 7HR | | |
| | Description: Alleged unauthorised development consisting of the siting, in the rear garden of the property, of a mobile home being used as an independent dwelling | | |
| 2 | Case No: EN/26/00167 | Received: 26/05/2026 | Case Status: Investigating |
| | Officer: Marie Parmar | | Priority: High |
| | Location: PEMBROKE HOUSE, 2 NAVIGATION WAY, SEND, WOKING, GU23 7DT | | |
| | Description: Alleged unauthorised works to tree protected by tree preservation order (TPO) | | |



Enforcement Cases Closed

Send

Report date: 01/06/2026

Actions since: 01/05/2026

Send

Total cases for parish: 1

- 1 **Case No:** EN/26/00052 **Enforcement Officer:** Peter Muir
- Location:** Fermain, Greyfriars Road, Ripley, Woking, GU23 6JD
- Description:** Alleged breach of conditions 2 and 5 of planning approval 24/P/01871, specifically the addition of a false roof over the existing garage and the roof light windows in the east side elevation not being obscure glazed or fixed

Sign-Off Date:

Action Notes:

08/05/2026

Planning application 26/N/00036 received. If granted, this would wholly address the breach of planning control. No further action needed at this time but planning application being monitored.

Appendix 3 – Burntcommon Nurseries Decision Notice

From: Andrew Thompson <Andrew.Thompson@guildford.gov.uk>

Sent: 28 May 2026 12:35

To: Jessaline Caine <info@sendparishcouncil.gov.uk>

Cc: Claudia Jaulimsing-Brown <c.jaulimsing-brown@guildford.gov.uk>; Planning Enquiries <PlanningEnquiries@guildford.gov.uk>

Subject: RE: 24/P/01125 – Burntcommon Nurseries – Decision notice and appeal position

Jessaline,

Whilst the discussion included a wide range of matters, the decision was made on the impact on highways and no other matter. The reason for refusal was drafted by Officers and approved by Claire Upton-Brown (Assistant Director). The reason was drafted based on Officers view at the meeting and re-listening to the webcast to confirm the formal resolution.

From the webcast of the meeting it is clear that Cllr Oven moved a motion at c.1:40:44 following clarification at c.1:43:20 from Claire Upton-Brown the motion was moved at c.1:44:45 by Cllr Oven following further clarification, the vote was taken at c.1:47:00 of the webcast.

The formal minutes approved by Committee are that:

“Councillor Oven moved the motion to refuse application 24/P/01125 on the basis of Policy ID1, on the grounds that the existing road network, specifically the B2215, was unsuitable to serve the proposed development and that the proposal would therefore result in an otherwise adverse impact, contrary to policy ID1 of local plan”

Whilst the Parish Council may hold views on other matters the formal decision of the committee is clear that the motion and resolution related solely to highway matters, in particular the B2215. Officers sought clarification during the course of the debate as to this matter so that the Council could be clear as to the resolution so that expertise could be appropriately sourced to support the decision of the Committee.

If the Parish Council wish to present its own evidence or present on other matters it will be for the Parish Council to submit evidence and views on these matters accordingly. It should be noted that any evidence at Public Inquiry would be subject to examination and cross-examination. The Parish Council should familiarise itself with the procedural guidelines. I attach links for the general procedure guidance as well as guidance for taking part in Hearings and Inquiries.

[Planning appeals: procedural guide - for appeals relating to applications dated on or after 1 April 2026 - GOV.UK](#)

Appendix 3 – Burntcommon Nurseries Decision Notice

[Guide to taking part in planning and listed building consent appeals proceeding by an inquiry - GOV.UK](#)

[Planning appeals dealt with by a hearing: taking part - GOV.UK](#)

The Parish Council should also familiarise itself on the guidance on costs decisions.

[Appeals - GOV.UK](#)

As indicated by Danielle, whilst we have not heard from the Inspectorate, whilst we will make views known to the Inspectorate. Ultimately it is the Inspectorate who determine the course and procedure of the appeal following submissions from the appellant and LPA as to the matters arising having reviewed the complexity and public interest in the appeal. There is guidance below on how the Inspectorate determines the procedure:

[Criteria for determining the procedure for planning, enforcement, advertisement and discontinuance notice appeals - GOV.UK](#)

I trust this assists the Parish Council going forward.

Kind Regards,

Andrew Thompson

Principal Planning Officer

Development Management Team

Guildford Borough Council and Waverley Borough Council

E: andrew.thompson@guildford.gov.uk



Appendix 3 – Burntcommon Nurseries Decision Notice

From: Planning Enquiries <PlanningEnquiries@guildford.gov.uk>

Sent: 28 May 2026 11:20

To: Jessaline Caine <info@sendparishcouncil.gov.uk>

Cc: Andrew Thompson <Andrew.Thompson@guildford.gov.uk>; Claudia Jaulimsing-Brown <c.jaulimsing-brown@guildford.gov.uk>

Subject: RE: 24/P/01125 – Burntcommon Nurseries – Decision notice and appeal position

Dear Jessaline,

Thank you for your email which has been forwarded to Andrew Thompson, the office assigned to this application.

With regards to the appeal, we will notify consultees and third parties once we have been notified by the Planning Inspectorate that the procedure is live.

Kind regards,

Danielle

Danielle Rans

She/Her

Planning Technical Team



From: Jessaline Caine <info@sendparishcouncil.gov.uk>

Sent: 26 May 2026 12:40

To: Planning Enquiries <PlanningEnquiries@guildford.gov.uk>

Cc: 'Julia Osborn' <julia.osborn@sendparishcouncil.gov.uk>; 'Debbie Hurdle' <debbie.hurdle@sendparishcouncil.gov.uk>; Send Parish Council

<clerk@sendparishcouncil.gov.uk>; Patrick Oven <patrick.oven@guildford.gov.uk>

Subject: RE: 24/P/01125 – Burntcommon Nurseries – Decision notice and appeal position

To whom it may concern,

Appendix 3 – Burntcommon Nurseries Decision Notice

Send Parish Council notes that the decision notice for the above application has now been uploaded to the planning portal and that the refusal notice is dated 23 March 2026.

The Parish Council also notes that the decision notice contains one reason for refusal, relating to the suitability of the existing local road network, particularly the B2215 through Ripley, to serve the level of traffic and HGV movements generated by the proposed development.

At Guildford Borough Council's Planning Committee meeting on 4 March 2026, Cllrs discussed a wider range of concerns, including HGV movements, hours of operation, the cumulative impact on surrounding villages, and the history of the previously proposed Burnt Common slip roads. The Parish Council would therefore be grateful for clarification as to *how* the refusal reason was drafted following the Committee's resolution, and whether the Council considers that the wording of the decision notice *fully* captures the planning concerns relied upon by members when refusing the application.

Given the local significance of the proposal, the Parish Council would also be grateful if Guildford Borough Council could confirm that it will be notified immediately should an appeal be lodged. If an appeal is submitted, the Parish Council would wish to make further representations and would ask that the appeal be dealt with by way of a hearing or public inquiry rather than by written representations, given the complexity and local importance of the highway and cumulative-impact issues.

Please could you confirm the appeal notification arrangements and advise whether any further clarification can be provided regarding the relationship between the Committee debate, the resolution to refuse, and the final wording of the decision notice.

Yours sincerely,

Jessaline Caine

Jessaline Caine

Assistant Clerk T: 01483 479312

E: info@sendparishcouncil.gov.uk

Send Parish Office
28 Send Road

Appendix 3 – Burntcommon Nurseries Decision Notice

Send
Woking
Surrey
GU23 7ET

From: Jessaline Caine <info@sendparishcouncil.gov.uk>
Sent: 11 May 2026 16:14
To: 'Planning Enquiries' <PlanningEnquiries@guildford.gov.uk>
Cc: 'Julia Osborn' <julia.osborn@sendparishcouncil.gov.uk>; 'Debbie Hurdle' <debbie.hurdle@sendparishcouncil.gov.uk>; 'Clerk @ Send Parish Council' <clerk@sendparishcouncil.gov.uk>
Subject: RE: 24/P/01125 Burntcommon

Thank you for that, much appreciated.

Can I just confirm whether an appeal has been lodged?

Best Wishes,

Jessaline Caine

Jessaline Caine
Assistant Clerk T: 01483 479312
E: info@sendparishcouncil.gov.uk

Send Parish Office
28 Send Road
Send
Woking
Surrey
GU23 7ET

From: Planning Enquiries <PlanningEnquiries@guildford.gov.uk>
Sent: 11 May 2026 16:00
To: Jessaline Caine <info@sendparishcouncil.gov.uk>
Subject: RE: 24/P/01125 Burntcommon

Dear Jessaline,

Appendix 3 – Burntcommon Nurseries Decision Notice

Thank you for email and for flagging this omission.

The decision notice is now online.

Kind regards,

Danielle

Danielle Rans

She/Her

Planning Technical Team



From: Jessaline Caine <info@sendparishcouncil.gov.uk>

Sent: 11 May 2026 15:38

To: Planning Enquiries <PlanningEnquiries@guildford.gov.uk>

Cc: 'Julia Osborn' <julia.osborn@sendparishcouncil.gov.uk>; Hugh Thomas <hugh.thomas@sendparishcouncil.gov.uk>; 'Debbie Hurdle' <debbie.hurdle@sendparishcouncil.gov.uk>

Subject: 24/P/01125 Burntcommon

To whom it may concern

Following the meeting on 4th March 2026, 24/P/01125 Burntcommon was refused.

[Agenda item - 24/P/01125 - Land at the eastern end of Burnt Common Nurseries, London Road, Send, GU23 7JX - Guildford Borough Council](#)

No decision notice has been uploaded to the website despite the refusal decision notice being issued on Tues, 24th March 2026.

Appendix 3 – Burntcommon Nurseries Decision Notice

Reference	24/P/01125
Alternative Reference	PP-13185540
Application Received	Fri 26 Jul 2024
Application Validated	Mon 12 Aug 2024
Address	Land at the eastern end of
Proposal	Erection of eight commerc attenuation pond and land
Status	Decided
Decision	Refuse
Decision Issued Date	Tue 24 Mar 2026
Appeal Decision	Not Available

We note that the applicant has 6 weeks from this date to lodge an appeal. 6 weeks would have been the 5th of May.

Can we confirm if any appeal has been received?

Best Wishes,

Jessaline Caine

Jessaline Caine

Assistant Clerk T: 01483 479312

E: info@sendparishcouncil.gov.uk

Send Parish Office

28 Send Road

Send

Woking

Surrey

GU23 7ET