



SEND PARISH COUNCIL

Tuesday, 30th 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, 6th of July 2026 at 6.30pm, in the Upper Room, Lancaster Hall, for the purpose of transacting the following business.

Public Session (15 minutes). Members of the public are invited to address the Council (7:00-7:15pm) 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, 15th of June 2026 (**Appendix 1**).
4. Recent Decisions, Conditions and Informatives since the previous meeting.

26/P/00510 – 7 Winds Ridge, Send, Woking – Approved on 18th June 2026

5. To receive and consider the following applications:

26/P/00807 Elmsleigh Farm, Send Barns Lane, Send, Woking, GU23 7BP

Development of 20 residential dwellings together with associated vehicular and pedestrian access, car parking, secure cycle storage and landscaping.

Contact: Mr Daly (Direct Line: 01483 505050; email: patrick.daly@guildford.gov.uk; planningenquiries@guildford.gov.uk).

26/P/00788 3 Winds Ridge, Send, Woking, GU23 7HU

Conversion of existing integral garage to habitable accommodation to provide a bedroom and bathroom, including replacement of the front door and alterations to fenestration with installation of new windows to the front, side and rear elevations.

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

26/T/00144 54 Potters Lane, Send, Woking, GU23 7AL

35-White Willow, 40-Goat Willow, 116-Goat Willow - fell to ground level, G3 Goat Willow - three goat willow specimens within group -fell to ground level and all other trees within group to be retained, G14 Goat Willow - four goat willow specimens within group ? fell to ground level and all other trees within group to be retained. Replacement of 10 trees (Tree Preservation Order No.5 of 2024).

Contact: Mr. Holman (Direct Line: 01483 444946; email: tim.holman@guildford.gov.uk; planningenquiries@guildford.gov.uk).

26/P/00830 11 Aldertons Farm, Send Marsh Road, Send, Woking, GU23 7DJ

Proposed two storey extension side extension.

Contact: Mr. Gent (Direct Line: 01483 444470; email: Christopher.gent@guildford.gov.uk; planningenquiries@guildford.gov.uk).

26/P/00818 Wild Wood, Boughton Hall Avenue, Send, Woking, GU23 7DD

Application under Section 73 of the Town and Country Planning Act 1990 to vary condition 2 (drawings) to reduce the footprint and detach the garage so that is no longer linked to the host dwelling, of planning permission 25/P/00342 for 'Front extension for an attached garage with dormer windows, following the demolition of the existing detached garage.'

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

PHASE 2 23/P/00836 Land at Garlicks Arch, Send Marsh/Burnt Common, Portsmouth Road, Send

Reserved matters application pursuant to outline application 19/P/02223 to consider appearance, layout landscape and scale in respect of 119 dwellings and associated car parking spaces, open space and infrastructure. (Amended details received 14.10.2025 and 27.05.2026 for layout, appearance, landscaping, levels, drainage, movement, energy, biodiversity net gain).

Contact: Mr. Thompson (Direct Line: 01483 505050; email: andrew.thomspon@guildford.gov.uk; planningenquiries@guildford.gov.uk).

26/P/00825 and 19/P/02223 Land at Garlicks Arch, Send Marsh/Burnt Common, Portsmouth Road, Send

Application under Section 73 of the Town and Country Planning Act 1990 (as amended) to vary condition 33 (southern access arrangement) of planning permission 19/P/02223 approved 01/06/2022 for full planning permission for...

Contact: Mr. Thompson (Direct Line: 01483 505050; email: andrew.thomspon@guildford.gov.uk; planningenquiries@guildford.gov.uk).

All other applications received before Monday, 6th of July 2026 will also be considered by the Planning and Environment Committee.

6. To receive an update on planning appeals and Enforcement cases.
The monthly enforcement list is published on the 1st of each month. As this agenda was issued on 29 June, the latest list was not available at the time of agenda publication.
7. **Cllr Robertson's S106 Proposal – Gosden Hill Farm**
To RECEIVE and CONSIDER a proposal from Cllr Robertson regarding S106 matters associated with the Gosden Hill Farm development (**Appendix 2**).
8. **Sandilands 26/P/00635**
To note correspondence from the planning officer, Mr. Tang (**Appendix 3**)
9. **Little Waitrose 26/P/00498**
To note correspondence from the planning officer, Mr Tang (**Appendix 4**).
10. **To note the next Planning & Environment Committee Meeting is on Monday, 20th of July 2026 at 7pm.**



SEND PARISH COUNCIL

**Minutes of the Planning & Environment Committee
meeting of SEND PARISH COUNCIL
held on Monday 15th of June 2026 at 6:45 p.m.
in the UPPER ROOM of the Lancaster Hall**

Present: Cllr H Thomas (Chair), Cllr D Hurdle, Cllr J Osborn, Cllr M Bruton, Cllr J Manktelow
Proper Officer: J Caine (Assistant Clerk), N Mair (Clerk). Also in attendance were two members of the public.

Public Session: Public Session

The Chair opened the public session and invited members of the public to speak.

A member of the public raised concerns regarding application **26/P/00626 Land south of Sandy Lane, Send**, including the stated site area, biodiversity net gain calculations, ecological constraints, tree root protection areas, access and highway safety. The Committee noted the comments and confirmed that the Parish Council had already submitted a response, with the intention of providing supplementary comments if necessary.

The Chair asked that, where members of the public have detailed comments on applications, these be submitted in writing in advance where possible, so that the Committee has the opportunity to consider the points fully.

There were no further public questions therefore the session was closed.

1. Apologies for Absence

There were no apologies for absence.

2. Declarations of Interest

Cllr D Hurdle declared an interest in application **26/P/00626 Land south of Sandy Lane, Send**, as she lives in Sandy Lane. The declaration was noted.

3. Approval of the Minutes of the Meeting held on Monday, 1 June 2026

The minutes of the Planning and Environment Committee meeting held on Monday, 1 June 2026 were approved as a correct record and signed by the Chair.

4. Recent Decisions, Conditions and Informatives since the Previous Meeting

Cllrs discussed historic Section 106 contributions relating to the former Vision Engineering site/29 Send Road. It was noted that there appeared to have been a contribution of approximately £44,000 towards Heathfield Nature Reserve, including boardwalk works, and a separate Parish Council contribution of approximately £12,314.89 towards Lancaster Hall repairs or improvements.

Cllrs queried whether the full contributions connected with the residential element and/or the factory redevelopment had been received and correctly allocated.

Action: Assistant Clerk to investigate the relevant Section 106 records and confirm what contributions were secured, received and allocated, in Send

5. Planning Applications

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

The Committee considered the application and noted that the submitted documents were unclear. Cllrs found it difficult to identify precisely where the proposed pergola would be located and what its scale, appearance and relationship with the approved dwelling would be.

Cllrs noted that the only available image appeared to be blurred and insufficiently clear for the Committee to assess the proposal properly. The Committee also noted confusion caused by the presence of the previous 2020 decision notice within the documents for the current application.

Cllrs expressed concern that the proposed structure appeared large and potentially more substantial than a typical pergola. However, due to the lack of clear information, the Committee did not consider it possible to make a properly informed planning judgement.

Resolved: The Parish Council is unable to comment substantively on the application until clarification is provided. The case officer should be asked to confirm:

- **the precise location of the proposed pergola;**
- **the scale, height, materials and appearance of the structure;**
- **whether clearer drawings or elevations can be provided;**
- **whether an extension of time can be granted so that the application can be reconsidered at the next Planning and Environment Committee meeting.**

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

The Committee considered the additional documents and noted the comments of the Conservation Officer.

Cllrs considered that the Conservation Officer's comments were helpful and should be given appropriate weight, particularly in relation to the fenestration and window design. The Committee noted that some matters appeared to have been addressed through revised documents, but concern remained regarding whether the final window design and associated details would fully respond to the Conservation Officer's requirements.

Resolved: The Parish Council supports the comments of the Conservation Officer and objects to the application if those comments, particularly in relation to fenestration and window design, are not fully considered.

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

The Committee considered application 26/P/00626 for the erection of four detached dwellings together with associated amenity space, landscaping and the formation of a vehicular access point from Sandy Lane.

Cllr D Hurdle had declared an interest in this item and left the room for this agenda item.

The Committee noted that the Parish Council had already submitted an objection to Guildford Borough Council, with a caveat that further comments may be submitted. Cllrs noted that the case officer had not yet responded to the Parish Council's submission and that the Parish Council's comments did not yet appear on the planning portal.

Cllrs discussed the application in detail. The Committee remained concerned about the stated site area and the implications for biodiversity net gain. Cllrs considered that the applicant's documentation appeared to rely on a particular interpretation of the site area, and that the treatment of land around trees and root protection areas required scrutiny. The Committee considered that the applicant should not be permitted to rely on a reduced site area for biodiversity net gain purposes if other parts of the site or its constraints were being relied upon elsewhere in the application.

The Committee also raised concerns regarding the constrained and private nature of Sandy Lane, the suitability of the proposed access, the ability of refuse vehicles, delivery vehicles, emergency vehicles and construction traffic to access and leave the site safely, and the impact of the proposal on existing

residents and users of Sandy Lane. Cllrs considered that visibility, turning arrangements and highway safety remained material concerns.

Further concerns were raised regarding the proximity of existing oak trees, the adequacy of root protection, the potential presence of bats, badgers and other ecological constraints, the landscape value of the site, the adequacy of proposed boundary treatment and fencing, and the long-term protection of retained trees during construction and after occupation. Cllrs also noted concerns regarding levels, handrails, access arrangements and fenestration.

The Committee considered that, if the application were to be approved, robust and enforceable conditions would be required in relation to tree protection, construction management, landscaping, ecological mitigation, boundary treatment and highway access arrangements. However, the Committee's position remained that the application should be refused.

It was resolved that the Parish Council would maintain its objection to application 26/P/00626 and would submit supplementary comments to Guildford Borough Council expanding on the proper calculation and treatment of the application site area, biodiversity net gain, tree constraints, ecology, landscape value, Sandy Lane access, turning, visibility, construction traffic, refuse and emergency vehicle access, boundary treatment, fencing, handrails, levels and fenestration.

7. Planning Appeals and Enforcement Cases

The Committee received and noted the enforcement update.

It was noted that there were currently two open enforcement cases in Send, one low priority and one high priority. The high priority case was EN/26/00167 at Pembroke House, 2 Navigation Way, Send, concerning alleged unauthorised works to a tree protected by a Tree Preservation Order. Cllrs noted that the tree had already been felled and that the matter was now with enforcement officers.

The Committee also noted that enforcement case EN/26/00052 at Fermain had been 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

The Committee considered correspondence from Guildford Borough Council regarding the Burntcommon Nurseries/Burnt Common Warehouse decision notice.

Cllrs noted that the application had been refused, which was welcomed. However, concern was expressed that the reason for refusal appeared brief and focused solely on highway impact. Cllrs noted that the debate at Guildford Borough Council's planning committee had been more detailed than the wording contained in the decision notice.

The Parish Council had raised concern with the case officer that the decision notice may not fully reflect the breadth of highway concerns discussed at committee and may be vulnerable if the matter proceeded to appeal. Guildford Borough Council had responded that the decision was made on highways grounds only and that the reason for refusal had been drafted by officers and approved by the relevant senior officer.

Cllrs agreed that, although the Parish Council remained concerned about the brevity of the decision notice, no further action would be taken at this stage. It was agreed that the matter would be monitored and revisited if an appeal were lodged.

9. Date of Next Meeting

The next Planning and Environment Committee meeting was noted as Monday, 6 July 2026 at 7.00pm in the Upper Room, Lancaster Hall. There being no further business, the Chair closed the meeting at 7.15pm.

These minutes are not a verbatim record, but are intended to summarise the decisions made, actions agreed, and key matters discussed at the meeting.

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

SEND PARISH COUNCIL

Planning & Infrastructure Committee

COUNCIL RESOLUTION

Section 106 Mitigation Claim — Gosden Hill Farm Development (Ref: 25/P/01156)

Proposed for adoption at the meeting of [DATE]

Background

1. On 18 August 2025, Martin Grant Homes submitted outline planning application reference 25/P/01156 to Guildford Borough Council (GBC) for the phased, residential-led mixed-use development of land at Gosden Hill Farm, Merrow Lane, Guildford.
2. The application proposes up to 1,800 dwellings, a mixed-use local centre, employment floorspace, land for a primary and secondary school, a new junction onto the A3, vehicular access from London Road and Merrow Lane, a 250-space Park & Ride facility, open green space, sports pitches, allotments, and a Suitable Alternative Natural Greenspace (SANG). The site is designated as Strategic Site Policy A25 in the Guildford Local Plan: Strategy and Sites 2019.
3. Send Parish Council notes that, as at the date of this resolution, no planning decision has been made and no Section 106 (S106) heads of terms have been agreed. This resolution is adopted in advance of determination in order to ensure that Send Parish Council's interests are formally placed on the record at GBC at the earliest opportunity.
4. Send Parish Council takes no position on the principle of the Gosden Hill Farm development but considers it essential that any planning permission granted is accompanied by a robust and enforceable S106 agreement that fully mitigates the cumulative impact of 1,800 new homes on the infrastructure, open space, transport network, and community facilities serving Send and the surrounding area.

Impact on Send Parish

5. Gosden Hill Farm sits on the A3 corridor immediately north-east of Guildford. The principal route connecting the development to Send village and the wider Send Parish area is the A247 Clandon Road / Send Road corridor. Send Parish Council is satisfied, on the basis of the application documents, that 1,800 new homes in this location will materially affect Send in the following respects:
 - (a) increased vehicular traffic on the A247 through Send village and at junctions with Send Road, Send Barns Lane, and Potters Lane;
 - (b) increased demand on Send Recreation Ground and associated open space facilities, which serve a catchment that will grow significantly with the addition of a large-scale neighbouring development;
 - (c) increased pressure on community facilities, including the Send village hall and any successor community space arising from the Send Recreation Ground Pavilion redevelopment;
 - (d) cumulative landscape and green infrastructure impacts affecting the rural character of the Send corridor.
6. Under GBC's Planning Contributions for Open Space SPD (adopted August 2024) and the Planning Contributions SPD, S106 obligations must be necessary, directly related to the

development, and fairly and reasonably related in scale to the development's impact. Send Parish Council considers that contributions directed to Send are capable of satisfying all three tests given the geographic relationship of Send to the Gosden Hill site and the A247 transport corridor.

Resolution

Send Parish Council **RESOLVES** as follows:

7. To place on formal record Send Parish Council's interest in the S106 negotiations relating to planning application 25/P/01156 (Gosden Hill Farm).
8. To authorise the Clerk, in consultation with the Chair of the Planning & Infrastructure Committee, to write to GBC's Case Officer for application 25/P/01156 requesting that the following categories of S106 contribution be formally considered for inclusion in the heads of terms, with specific reference to mitigation that benefits Send Parish:
 - (e) Open space and parks improvements — including contributions towards the improvement, enhancement, and long-term maintenance of Send Recreation Ground and associated open space facilities, commensurate with the increased catchment population arising from the development;
 - (f) Landscaping and green infrastructure — including off-site landscaping, biodiversity enhancement, and green corridor improvements within Send Parish that mitigate landscape and ecological impacts of the development and its associated traffic and infrastructure;
 - (g) Transport mitigation on the A247 / Send Road corridor — including traffic calming measures, junction improvements, pedestrian and cycling infrastructure, and road safety measures on the routes through Send village that will experience materially increased traffic as a consequence of the development;
 - (h) Community facility contributions — including contributions towards the provision or improvement of community facilities in Send Parish, including the Send Recreation Ground Pavilion redevelopment and Send village hall, reflecting increased demand from a larger catchment population.
9. To authorise the Clerk to write concurrently to GBC's S106 Officer (S106.officer@guildford.gov.uk) advising that Send Parish Council intends to submit a formal claim for S106 contributions from the Gosden Hill Farm development once permission is granted, and requesting that Send Parish Council is notified when heads of terms are made available for consultation.
10. To request that GBC's Ward Councillors for Send & Lovelace ward are informed of this resolution and invited to support its objectives in any representations they make to the Planning Committee in respect of application 25/P/01156.
11. To delegate authority to the Clerk, in consultation with the Chair of the Planning & Infrastructure Committee, to take any further reasonable steps necessary to progress the matters authorised by this resolution, including instructing a planning consultant if appropriate, and to report back to the full Council on progress.

Summary of Requested S106 Categories

Category	Scope of Mitigation Sought	Policy Basis
Open space & parks improvements	Enhancement & maintenance of Send Recreation Ground; off-site open space contributions in Send Parish catchment	GBC Open Space SPD (Aug 2024); Policy ID6 DMP

Category	Scope of Mitigation Sought	Policy Basis
Landscaping & green infrastructure	Off-site landscaping, biodiversity enhancement and green corridor improvements within Send Parish	GBC Planning Contributions SPD; NPPF para 57
Transport mitigation — A247/Send Road corridor	Traffic calming, junction improvements, pedestrian & cycling infrastructure through Send village	GBC Planning Contributions SPD; NPPF para 57; Policy ID3 DMP
Community facility contributions	Contributions to Send Recreation Ground Pavilion redevelopment and Send village hall reflecting increased catchment demand	GBC Planning Contributions SPD; Policy ID6 DMP

Actions Required Following Adoption

- Clerk to write to GBC Case Officer (25/P/01156) with formal representation on S106 heads of terms — within 14 days of resolution.
- Clerk to write to GBC S106 Officer (S106.officer@guildford.gov.uk) registering Send Parish Council's interest and requesting notification of heads of terms — concurrently.
- Clerk to notify Send & Lovelace ward GBC Councillors of this resolution and request their support.
- Clerk to report back to full Council on response from GBC Planning and GBC S106 Officer.

Proposed by: _____ Seconded by: _____	Resolution adopted: ☐ Yes ☐ No ☐ Deferred Vote: For _____ Against _____ Abstain _____ Signed (Chair): _____
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From: James Tang <james.tang@guildford.gov.uk>
Sent: 26 June 2026 12:14
To: Jessaline Caine <info@sendparishcouncil.gov.uk>
Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; Hugh Thomas <hugh.thomas@sendparishcouncil.gov.uk>
Subject: RE: 26/P/00635 Sandilands, Boughton Hall Avenue, Send, Woking, GU23 7DE

Hi Jess,

Thank you for your email and apologies for my late response.

I have raised your concerns to the applicant's agent and I have asked them to indicate the location of the pergola clearly on the drawings. I have also asked to confirm the material/finish of the pergola.

In terms of the scale and height, drawing 273_5_931 and 273_5_932 shows that the pergola would be slightly higher than the doors and windows.

I will re-consult you after we receive the additional information/drawings. Hopefully that happens before 8 July so you can discuss it on your upcoming committee.

Kind regards,

James Tang (he/him)

Planning Officer (Applications Team)

Place Services



Planned out of office dates: 16-17 July. Please note that my email box will not be monitored during my absence. During my absence, my applications would not be re-allocated to other planning officers. Enquiries related to a specific application are unlikely to be answered by my colleague.

From: Jessaline Caine <info@sendparishcouncil.gov.uk>
Sent: 22 June 2026 14:13

To: James Tang <james.tang@guildford.gov.uk>

Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; Hugh Thomas <hugh.thomas@sendparishcouncil.gov.uk>

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

Hi James

How are you?

At its last Planning and Environment Committee meeting, Send Parish Council considered the Sandilands application.

SPC noted that the submitted documents were unclear and that Cllrs found it difficult to identify precisely where the proposed pergola would be located, and what its scale, appearance and relationship with the approved dwelling would be.

Cllrs also noted that the only available image appeared to be blurred and was insufficiently clear to allow the Committee to assess the proposal properly.

The Committee expressed concern that the proposed structure appeared large and potentially more substantial than a typical pergola. However, due to the lack of clear information, the Committee did not consider it possible to make a properly informed planning judgement at this stage.

So SPC have asked if we could please confirm a few things if that's OK? 😊

Accordingly, the Parish Council is unable to comment substantively on the application until clarification is provided. Please could you confirm if that's ok 😊

- > the precise location of the proposed pergola;
- > the scale, height, materials and appearance of the structure;
- > whether clearer drawings or elevations can be provided; and
- > whether an extension of time can be granted so that the application can be reconsidered at the next Planning and Environment Committee meeting on the 8th of July 2026 😊

With very warm wishes

Jess

From: James Tang <james.tang@guildford.gov.uk>
Sent: 26 June 2026 19:16
To: Jessaline Caine <info@sendparishcouncil.gov.uk>
Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; 'Hugh Thomas' <hugh.thomas@sendparishcouncil.gov.uk>
Subject: RE: Planning Application 26/P/00498 - Little Waitrose Shell Service Station, Portsmouth Road, Send

Hi Jess,

Apologies it took me a while to get back to you on this.

The agent has responded to your queries on 10 June but I did not upload it until now. The responses can now be found on the planning portal, in the “additional information” document.

As you might already be aware of, their amended proposal has now incorporated two “normal” parking spaces to compensate for the loss of these spaces.

Surrey Highways have reviewed the amended proposal and has no concern over parking and highway safety.

It would great if you could bring this to your 29th June meeting. I look forward to receiving your updated comments.

Kind regards,

James Tang (he/him)

Planning Officer (Applications Team)

Place Services



Planned out of office dates: 16-17 July. Please note that my email box will not be monitored during my absence. During my absence, my applications would not be re-allocated to other planning officers. Enquiries related to a specific application are unlikely to be answered by my colleague.

From: Jessaline Caine <info@sendparishcouncil.gov.uk>
Sent: 15 June 2026 19:01
To: James Tang <james.tang@guildford.gov.uk>
Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; 'Hugh Thomas' <hugh.thomas@sendparishcouncil.gov.uk>
Subject: Re: Planning Application 26/P/00498 - Little Waitrose Shell Service Station, Portsmouth Road, Send

Hi James

Can we please have an extension until our next planning meeting on 29th June?

It appears some info needs to be answered to Surrey Highways!

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: Jessaline Caine <info@sendparishcouncil.gov.uk>
Sent: Monday, June 15, 2026 3:47 pm
To: 'James Tang' <james.tang@guildford.gov.uk>
Cc: 'Send Parish Council' <clerk@sendparishcouncil.gov.uk>; 'Hugh Thomas' <hugh.thomas@sendparishcouncil.gov.uk>
Subject: RE: Planning Application 26/P/00498 - Little Waitrose Shell Service Station, Portsmouth Road, Send

Hey how are you?

I've had a look at the application this afternoon and looking at the new docs – haven't seen any response to our Qs – did they maybe forget to upload maybe ? 😊 😊

Best Wishes,

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

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

From: James Tang <james.tang@guildford.gov.uk>
Sent: 09 June 2026 12:51
To: Jessaline Caine <info@sendparishcouncil.gov.uk>
Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; 'Hugh Thomas' <hugh.thomas@sendparishcouncil.gov.uk>
Subject: RE: Planning Application 26/P/00498 - Little Waitrose Shell Service Station, Portsmouth Road, Send

Hi Jessaline,

Yes that is not a problem. I will wait for your comments next week on this, and we will probably re-consult you when we receive the additional information from the applicant.

Kind regards,

James Tang (he/him)

Planning Officer (Applications Team)

Place Services



Out of office: 11 June to 25 June.

While my email box will not be monitored during my absence, I will reply to your message as soon as I return. During my absence, my applications would not be re-allocated to other planning officers. Enquiries related to a specific application are unlikely to be answered by my colleague. Should you require urgent assistance, please contact the Planning Team

From: Jessaline Caine <info@sendparishcouncil.gov.uk>
Sent: 09 June 2026 11:34
To: James Tang <james.tang@guildford.gov.uk>
Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; 'Hugh Thomas' <hugh.thomas@sendparishcouncil.gov.uk>
Subject: RE: Planning Application 26/P/00498 - Little Waitrose Shell Service Station, Portsmouth Road, Send

Thanks so much for this 😊

May we have an extension before we give our comments if possible?

Our next meeting is on Monday so this would be really helpful if this is allowed 😊

Best Wishes,

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

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

From: James Tang <james.tang@guildford.gov.uk>
Sent: 08 June 2026 17:09
To: Jessaline Caine <info@sendparishcouncil.gov.uk>
Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; 'Hugh Thomas' <hugh.thomas@sendparishcouncil.gov.uk>
Subject: RE: Planning Application 26/P/00498 - Little Waitrose Shell Service Station, Portsmouth Road, Send

Hi Jessaline,

Thanks for your email. I have not received any information from the applicant (agent) yet.

The agent told me last week that the architect for this project was away last week; They will endeavour to get back to us this week and we will re-consult you when we receive the information.

Kind regards,

James Tang (he/him)

Planning Officer (Applications Team)

Place Services



Out of office: 11 June to 25 June.

While my email box will not be monitored during my absence, I will reply to your message as soon as I return. During my absence, my applications would not be re-allocated to other planning officers. Enquiries related to a specific application are unlikely to be answered by my colleague. Should you require urgent assistance, please contact the Planning Team.

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

Sent: 08 June 2026 14:36

To: James Tang <james.tang@guildford.gov.uk>

Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; 'Hugh Thomas' <hugh.thomas@sendparishcouncil.gov.uk>

Subject: RE: Planning Application 26/P/00498 - Little Waitrose Shell Service Station, Portsmouth Road, Send

Hey

Have you received the comments? 😊

Best Wishes,

Jessaline Caine

Assistant Clerk T: 01483 479312

E: info@sendparishcouncil.gov.uk

Send Parish Office

28 Send Road

Send

Woking

Surrey

GU23 7ET

From: James Tang <james.tang@guildford.gov.uk>

Sent: 26 May 2026 13:05

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

**Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; Hugh Thomas
<hugh.thomas@sendparishcouncil.gov.uk>**

**Subject: RE: Planning Application 26/P/00498 - Little Waitrose Shell Service Station,
Portsmouth Road, Send**

Dear Jessaline,

Thank you for sharing Send Parish Council's concern with me.

I have passed your message to the applicant and requested them to provide additional information within five working days (on or before 2 June). I will forward their response to you once I received.

As you might be aware of, the 8-week statutory timeframe for this planning application will be due soon, on 11 June to be precise. With the deadline in mind, I am wondering when will your next meeting be?

Kind regards,

James Tang (he/him)

Planning Officer (Applications Team)

Place Services



Out of office: 11 June to 25 June.

While my email box will not be monitored during my absence, I will reply to your message as soon as I return. During my absence, my applications would not be re-allocated to other planning officers. Enquiries related to a specific application are unlikely to be answered by my colleague. Should you require urgent assistance, please contact the Planning Team.

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

Sent: 26 May 2026 10:55

To: James Tang <james.tang@guildford.gov.uk>; Planning Enquiries <PlanningEnquiries@guildford.gov.uk>

Cc: Send Parish Council <clerk@sendparishcouncil.gov.uk>; Hugh Thomas <hugh.thomas@sendparishcouncil.gov.uk>

Subject: Planning Application 26/P/00498 - Little Waitrose Shell Service Station, Portsmouth Road, Send

Dear Mr Tang

Send Parish Council's Planning and Environment Committee considered the above application for electric vehicle charging bays and associated infrastructure at Little Waitrose / Shell Service Station.

The Committee acknowledged that there are limited electric vehicle charging facilities in Send and that, in principle, charging provision at a service station may be appropriate. However, members raised concerns about the suitability of this site, given the existing parking pressure, the constrained layout of the car park, and the current arrangements for entrance and exit.

Before submitting its response, the Parish Council would be grateful for clarification on how the proposal would operate in practice. Cllrs in particular queried whether the proposed chargers would be fast or rapid chargers, whether the charging bays would be reserved solely for electric vehicles actively charging, and how the loss of existing parking spaces would be managed

Cllrs also asked how staff parking, deliveries, parcel collections and ordinary customer movements would be accommodated, particularly if several vehicles were charging at the same time. The Committee is concerned that displaced parking could add to existing pressure on London Road and Portsmouth Road.

The Parish Council would therefore be grateful for further information on how the proposal would affect the overall parking capacity and safe operation of the site before it determines its formal position.

Best Wishes,

Jessaline Caine

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