

BURSTOW PARISH COUNCIL

Planning Committee

Minutes of the meeting of Burstow Parish Council's Planning Committee held at 6.30pm on Tuesday 25th November 2025, at the Centenary Hall, Smallfield

Open Forum

No members of the public attended.

Present – Committee Chairman Debbie Hale, Cllrs Bob Locke, Ashleigh Bolton, Alison Lewis and Andrew Mc Lean. Cllr Cat Dodman attended via Zoom.

- 1 Apologies received from Cllrs Donna Morris, Eddie Lord and Nick Bush for reasons accepted by Committee.
- 2 No declarations of interest and, therefore, no dispensations
- 3 The minutes of Tuesday 28th October 2025
- 4 No matters arising
- 5 Planning Applications for consideration

2025/1220 – The Chimes, Hathersham Close, Smallfield

Erection of domestic annexe ancillary to the main dwelling (Retrospective)

Recommend: Refuse – the application site is in Flood Zone 3 and there are no flood remediation studies examining the risk generated by the additional hardstanding to this and neighbouring properties. No details are offered with how drainage from the bathrooms will be served. There is also concern that the structure may be placed in an area where a drainage ditch was previously filled in.

2025/1189 – Samri, Effingham Road, Burstow

Recommend: Approve

2025/1080 – Land West of Dowlands Lane, Burstow

Recommend: Refuse

The application site is located in a very rural part of Burstow, where soft landscaping, hedgerows and green boundaries are essential in maintaining the areas rural character. The proposed expansion of tarmac, with a large roundabout in the centre, and high fortress like brick walls and gates is urbanising in appearance, visually intrusive and out of keeping with the setting.

Hedges are protected by the Hedgerow Regulations 1997, updated with a management rule in 2024. It applies to all hedges over 20m long or over 30 years old. The hedgerow at the application site meets both of these points.

It is a criminal offence to remove or damage a hedgerow without permission from the LPA and penalties range from a £5,000 fine in a Magistrates Court to unlimited amounts in the Crown Court.

The Act also requires a buffer zone of 2m from a hedge, where green cover must be maintained. No cultivation, application of fertiliser or pesticides is permitted. The unauthorised hardstanding/tarmac surface extends to the hedgerow and wooden buildings (stables and/or storage sheds) has been constructed. This too is a criminal offence.

The Parish Council asks that Tandridge District Council commences prosecution and requires reinstatement of the hedgerow.

No environmental survey has been carried out by the applicant, either before undertaking the unauthorised work, or subsequently.

Loss of biodiversity and ecological value – the removal of the hedgerow and the grass surface of the field. No ecological assessment, justification or meaningful mitigation has been carried out and this application seeks ratification of the environmental damage and biodiversity loss that the applicant has caused.

Council has concerns around increased surface water runoff and drainage. Replacing permeable or vegetated ground with extensive new tarmac significantly increase surface water runoff. Already the lane outside the site regularly floods and the proposal offers no sustainable drainage details, infiltration measures or runoff calculations.

Without appropriate drainage controls, this large area of unauthorised tarmac exacerbates off-site flooding, contrary to sustainable drainage and surface water management.

The proposed sit layout in this new proposal significantly reduces the amount of green space compared to the approved drawings of 2024/1134, reducing biodiversity and urbanising the appearance of the site.

It is also not clear in this application whether the applicant seeks to change the site layout for the 6 approved pitches or whether they seek to gain an additional 6 pitches. The Parish Council wishes to make clear that they are completely opposed to any increase in the number of pitches and would like the opportunity to comment in detail should that be the case.

2025/1163 – Oakleigh, Shipley Bridge Lane

Loft conversion including 3 x roof lights and fenestration to side elevation

Recommend: Approve

- 6 Decisions and Appeals
2025/1222/N – Whiteleaf Farm, Cogmans Lane
- 7 Urgent Items

Meeting closed at 19:15