

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENVIRONMENT AND PLANNING COMMITTEE

MINUTES of a meeting held in the Meeting Room of Elstree & Borehamwood Town Council Offices, Fairway Hall, Brook Close, Borehamwood on **Tuesday 2 October 2018** at 7.00pm.

Present: Cllr G Franklin (Chairman) (in the Chair)
Cllr C Butchins (Vice Chairman)
Cllr C Barker
Cllr E Silver
Cllr Mrs P Strack

In attendance: N Male - Bandstand Project Committee
A Grady - Bandstand Project Committee
H R O Jones – Town Clerk

30. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr Mrs S Parnell (Cllr Mrs A Mitchell substituted).

31. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Committee Member	Minute Number	Nature of Interest
Cllr Mrs P Strack	36	Disclosable Pecuniary Interest (DPI)

Members declaring a Disclosable Pecuniary Interest refrained from taking part in any discussion or decision making processes relating to those items.

32. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Environment and Planning Committee held on 17 July 2018 were signed as a true record by the Chairman.

34. PLANNING APPLICATIONS

A total of 88 applications received from the Borough Council were examined, on 68 of which the Committee had no specific objections to make, subject to the views of neighbours.

18/1424/HSE - 17 Stangate Cresc Borehamwood WD6 2PZ

Erection of shed in front garden (retrospective)

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee raised concerns that retrospective applications were outside the 'spirit' of planning legislation and commented that front garden garages should be avoided.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/1416/HSE - 4 Sandringham Close, Borehamwood WD6 2FY

Conversion of garage to habitable space, including new rear window

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/1414/HSE - 4 West View Gardens, Elstree WD6 3DD

Single storey side and rear extensions & conversion of garage into habitable room

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/1470/FUL - The Hollybush, High Street, Elstree

Change of use of existing public house (Class A4) to

children's nursery (Class D1) at ground floor, to include single storey side and rear extensions and internal alterations, and alterations to first floor flat, to include insertion of windows, roof lights and internal alterations. Provision of parking, bin and recycling storage, associated amenity space and gated entrance. Demolition of beer store and WC

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee raised concerns over traffic safety and commented that the site was unlikely to be viable as a day nursery.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/1464/HSE - 77 Furzehill Rd Borehamwood WD6 2DL

Single storey side and rear extension and conversion of existing detached garage to link to main dwelling

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

17/2475/FUL (sic) - Majestic House 16-18 Shenley Rd, Borehamwood, WD6 1DL

Demolition of existing building & construction of a 4 storey detached building comprising A1 retail at ground floor with residential units above comprising 11 x 1 bed and 3 x 2 bed flats

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee raised concerns that no parking details were submitted.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1476/FUL - 72 Stanborough Ave, Borehamwood WD6 5LP

Change of use of part of house for childcare business and erection of garden outbuilding to be used as a games room/play area

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee reaffirmed the view taken at its meeting on 22 May 2018 that concerns were raised over the potential impact upon

traffic flow and stated that the proposed residential location was a poor site for a daytime child care business.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/1361/MPO - Isopad House, Shenley Rd, Borehamwood WD6 1TE|

Application to modify planning obligation varied and dated 29.9.16 (to remove the obligation for the owner to provide a cash-in-lieu of equity share unit payment) pursuant to planning application TP/13/1307 Demolition of Isopad House & Hertsmere House & erection of new building to provide 150 residential units, private balconies & podium deck community amenity area, basement & ground floor parking, cycle parking, refuse/recycling stores with new access from Brook Close

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee reaffirmed the view taken at its meeting on 17 July 2018 that it would prefer for the original agreement to be upheld.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/1639/HSE - 196 Bullhead Road, Borehamwood WD6 1RJ

Retrospective application for the retention of detached outbuilding to rear of the property, pergola and extended side access gate

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee raised concerns that retrospective applications were outside the 'spirit' of planning legislation.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/1600/HSE - 24 Carrington Ave Borehamwood WD6 2HA

Demolition of detached garage and construction of single storey front, two storey side and single storey rear extension – revised. Retrospective Application

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee raised concerns that retrospective applications were outside the 'spirit' of planning legislation.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/1006/FUL - Land Adjacent to the Wellington PH, Theobald Street

Erection of two storey building to accommodate 2 x 1 and 7 x 2 bed self-contained residential flats (amended plans received 30.8.18 – alterations to front elevation, side elevations, addition of ground-floor terrace and documentation re building materials & landscaping

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee reaffirmed its decision on 19 June 2018 that it considered the application overdevelopment, raised parking concerns and commented that family sized dwellings (3 to 4 bedroom) were needed in the Community in line with Hertsmere Borough Council's Core Strategy 2.47-2.50;9.9.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1597/FUL - 5 Whitehouse Ave, Borehamwood WD6 1HA

Change of use of side extension to self-contained unit to provide bed and breakfast accommodation (Retrospective)

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee raised concerns that retrospective applications were outside the 'spirit' of planning legislation.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1734/HSE - 36 Tennison Ave Borehamwood WD6 2BE

Demolition of existing rear extension and garage, and construction of replacement single storey rear and side extensions and decked patio area

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1718/HSE - 6 Barham Ave, Elstree WD6 3PN

Construction of timber climbing frame and new timber fence along left hand side boundary. Surface water sump chamber under existing trampoline (retrospective application)

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee raised concerns that retrospective applications were outside the 'spirit' of planning legislation.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1701/HSE - 4 Markham Close, Borehamwood WD6 4PQ

Demolition of existing garage & erection of two storey side extension & single storey rear extension

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1765/HSE - 46 Melrose Avenue Borehamwood WD6 2BJ

Conversion of garage to habitable room with insertion of front window, single storey rear extension & conversion of loft to habitable space with rear dormer and Juliet balcony

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1771/HSE - 66 Gateshead Road, Borehamwood WD6 4NQ

Alterations to front boundary to include new front wall with brick built piers, new fencing to both side boundaries with brick piers and widening of existing hard standing (Retrospective Application)

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee raised concerns that retrospective applications were outside the 'spirit' of planning legislation.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1543/FUL - 5 Winstre Road, Borehamwood WD6 5DR

Demolition of existing side extension and construction of 2 storey, 2 bed end of terrace dwelling, to include parking and amenity space

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee considered the application to be overdevelopment.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1820/HSE - 58 Chandos Rd, Borehamwood WD6 1UX

Demolition of existing garage and construction of single storey side extension with insertion of new front window & 2 roof lights

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/1753/FUL - Land adjacent to 2 Darrington Rd Borehamwood WD5 4LL

Erection of 2 storey, 2 bed end of terrace dwelling, with new drop kerb access to drive

Observation: At its meeting on 2 October 2018 the Environment and Planning Committee considered the application to be overdevelopment.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

35. PLANNING DECISIONS

Details were received of decisions by the Borough Council relating to applications on which the Committee had submitted comments.

36. BAND STAND PROJECT

The Committee noted the contents of Hertsmere Borough Council's letter of 21 August 2018. It was noted that Hertsmere Borough Council had indicated that it would prepare a proposal for the Town Council to consider in due course. It was further noted that the procurement of a bandstand rested with Hertsmere Borough Council and that that authority, not the Town Council, would be responsible for conducting any comparable quotations/tenders in accordance with its financial regulations. The Committee and Band Stand Committee looked forward to receiving a further update from Hertsmere Borough Council.

It was RESOLVED that:

subject to the approval of Full Council, up to £45,000 of Town Council Top Sliced CIL receipts be recommended for deployment to cover the costs of purchase and installation of a band stand at Meadow Park (to the specifications approved by the Town Council and Band Stand Committee).

37. STAPLETON GARDENS PLANNING APPLICATION AND S.106 APPLICATION

It was noted that Hertsmere Borough Council had refused planning application (18/1041/FUL). It was further noted that the s.106 monies to be supplied by Hertsmere Borough Council had not been received at the time of the meeting.

It was RESOLVED that:

a further planning application be submitted to Hertsmere Borough Council, following the site visit with the Council Warden and a Planning Officer, for a single container (rather than the two containers previously sought) at Stapleton Gardens allotment site to be used as a locker room for plot holders (with any other reasonable amendments to be made concerning siting and screening).

38. TOWN COUNCIL BENCHES AND NOTICEBOARDS REPLACEMENT PROJECT

It was noted that the project to obtain a quote for works to replace all Town Council owned/managed notice boards and benches was progressing. The Council awaited a response from Hertsmere Borough Council and Hertfordshire County Council regarding permission to replace a number of 'joint' notice boards. The company asked to undertake the initial exercise had received a detailed inventory (including photographs and locations) for the replacement of 8 notice boards and 40 benches. The Environment and Planning Committee had previously agreed that the sample bench provided was of good quality and entirely suitable for the area. A site visit was planned to consider the removal/installation implications for each site in order that this information could be factored into the quote for works.

39. THE QUEEN'S COMMONWEALTH CANOPY

Cllr Mrs P Strack reported on the above project, notifying the Committee of the following self-explanatory invitation:

*You are invited to attend the planting of
five native tree saplings by Hertsmere MP
Oliver Dowden CBE
on
Friday 26th October
at 1pm
on
Woodcock Hill Village Green, WD6 2HA*

It was RESOLVED that:

Town Council grounds staff be asked to assist the Queen's Commonwealth Canopy project by preparing the ground for the planting of five saplings at Woodcock Hill in time for 26 October 2018.

40. CIL RECEIPTS AND BIDS AND MATTERS RELATING TO HERTSMERE BOROUGH COUNCIL PLANNING DEPARTMENT

It was noted that a joint liaison meeting had taken place on 28 September 2018 between the Environment and Planning Committee and Hertsmere Borough Council Planning Officers and Portfolio Holder.

It was noted that by way of an email dated 20 September 2018 from Hertsmere Borough Council, the Town Council had been asked to provide views and confirm contributory funding to CIL bids received by Hertsmere Borough Council. It was felt by the Environment and Planning Committee that it was not practical for the Town Council to do so by the timescales provided (i.e. to make a response by 28 September 2018 in time for a Panel meeting on 4 October 2018).

It was RESOLVED that:

- (i) **no response be made to the request for views/funding to the Hertsmere Borough Council request in relation to CIL bids set out in the Principal Planning Officer's email of 20 September 2018 for reasons of timescale and pending the Town Council's public consultation exercise on top sliced (15%) Town Council CIL receipts (as described on page 33 of Town Crier publication - Issue 31 Autumn 2018); and**
- (ii) **the Hertsmere Borough Council Principal Planning Officer with day to day management responsibility for CIL be invited to meet with the Environment and Planning Committee and the Town Clerk to discuss CIL related matters and a workable framework for processing CIL bid applications at a Town Council level to feed into the Hertsmere Borough Council process effectively.**

41. ALLOTMENTS

It was noted that the Allotment Year commenced on 1 October 2018 and that the Town Council was in the process of collecting annual rents, a consultation questionnaire on service user satisfaction and

signed copies of shed agreement policies. It was noted that Feedback from the questionnaire would be used by the Environment and Planning Committee to improve the allotment service provided by the Town Council and the results would be published on Allotment site notice boards and in the dedicated Allotment User's page in the Town Crier Magazine - 'Compost Corner'.

42. CLOSE OF MEETING

The Meeting closed at 8.50pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on 27 November 2018 at 7.00 pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....