

# ELSTREE and BOREHAMWOOD TOWN COUNCIL

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Fairway Hall,  
Brook Close,  
Borehamwood,  
Herts. WD6 5BT

All Committee Members are hereby summoned to attend a meeting of the  
**ENVIRONMENT AND PLANNING COMMITTEE**

which will be held on

**Tuesday 20 June 2017 at 7.00pm**  
in the Meeting Room at Fairway Hall,  
Brook Close, Borehamwood, WD6 5BT  
[Meeting Open to Press & Public]

1. **Apologies:** To receive and accept apologies for absence. At the time of agenda despatch, no apologies have been received.
2. **Declarations of Interest:** To:
  - a) receive declarations of interest from Councillors on items on the agenda;
  - b) receive written requests for dispensations for declarable interests; and
  - c) grant any requests for dispensation as appropriate.
3. **Minutes:** To confirm and sign the Minutes of the meeting held on 23 May 2017.

**- Attached**
4. **Planning Applications:** To consider Planning Applications from Hertsmere Borough Council.

**- Attached**
5. **Planning Decisions:** To receive any decisions reached on applications upon which the Committee submitted comments.

**- Attached**
6. **CIL Receipts and bids:** To receive update report and Committee strategy.

7. **Allotments:** To consider:
- (i) fee scale for Allotment rents for the year commencing 1 October 2017. The allotment fee scale for the past year (from 1 October 2016 to 30 September 2017) was £4.00 per pole per year with the concessionary fees (50% reduction for Senior Citizens i.e. 60+);
  - (ii) report on Stapleton Gardens site;
  - (iii) Grounds Team grass cutting programme for the Summer months; and
  - (iv) 2017 Committee site visit.
8. **Street Furniture and Notice Boards:** To receive update report.
9. **Council Warden:** Update on appointment.
10. **Close of Meeting:** To close meeting.



H R O Jones  
Town Clerk  
13 June 2017

Distribution List:

Name	Organisation	post	e-mail	courier
Cllr C Barker	EBTC		X	
Cllr C Butchins	EBTC		X	X
Cllr R Butler	EBTC		X	
Cllr A Coleshill	EBTC		X	
Cllr V Eni	EBTC		X	
Cllr G Franklin	EBTC		X	X
Cllr Mrs A Mitchell	EBTC		X	
Cllr Mrs S Parnell	EBTC		X	X
Cllr S Rubner	EBTC		X	
Cllr E Silver	EBTC		X	X
Cllr G Silver	EBTC		X	
Cllr Mrs P Strack	EBTC		X	X
Cllr Mrs F Turner	EBTC		X	
Library	Agenda only	X		
Borehamwood & Elstree Times	Agenda only	X		

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 23 May 2017** at 7.00pm.

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

In attendance: H R O Jones – Town Clerk

**95. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

There were none.

**96. DECLARATIONS OF COUNCILLORS' INTERESTS**

There were none.

**97. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of the Environment and Planning Committee held on 25 April 2017 were signed as a true record by the Chairman.

**98. PLANNING APPLICATIONS**

A total of 36 applications received from the Borough Council were examined, on 24 of which the Committee had no specific objections to make, subject to the views of neighbours.

17/0811/HSE - 12 Clarendon Road, Borehamwood WD6 1BH

Conversion of garage to habitable room, replacing door with a window and insertion of new side window

Observation: At its meeting on 23 May 2017 the Environment and Planning Committee queried the provision of adequate parking facilities.

*[Post Meeting Note: At the time of comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].*

17/0667/FUL - 32 Oddesey Road, Borehamwood WD6 5JP

Erection of detached two storey, 2 bed house incorporating a sunken basement; associated landscaping, car parking and access on the land to the rear of existing dwelling .

Observation: At its meeting on 23 May 2017 the Environment and Planning Committee felt that the application was overdevelopment ('back garden') and raised concerns over the street scene and effect on water table due to basement development.

*[Post Meeting Note: At the time of comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].*

17/0825/VOC - Site of former Isopad House, Shenley Road, Borehamwood

Variation of condition 19 (tree planting) attached to TP13/1307 to amend plan previously approached under application 15/0217/DOC.

Observation: At its meeting on 23 May 2017 the Environment and Planning Committee commented that the landscaping of the green area should be maximised to benefit the environment and for the enjoyment of residents (especially by tree planting).

*[Post Meeting Note: At the time of comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].*

17/0767/FUL - Yavneh College, Hillside Ave, Borehamwood

Two form entry primary school building with associated parking, external play area and new pedestrian entrance .

Observation: At its meeting on 23 May 2017 the Environment and Planning Committee commented that there was a need for a strong and enforceable school travel plan.

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

17/0805/HSE - 6 Ascot Close, Borehamwood WD6 3JH

Retrospective application for playhouse in rear garden and installation of privacy screens to prevent overlooking

Observation: At its meeting on 23 May 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

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

17/0857/HSE - 8 Clare Close, Elstree WD6 3NJ

Single storey side extension (retrospective application)

Observation: At its meeting on 23 May 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

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

17/0572/ADV - 23 Leeming Road, Borehamwood WD6 4EB

Retrospective application for installation of 1 non-illuminated fascia sign (advertisement consent)

Observation: At its meeting on 23 May 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: At the time of comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].*

17/0899/FUL - Site of former Oaklands College Borehamwood Campus  
Elstree Way, Borehamwood Erection of a part three/part four story mixed use building comprising a 300.15m<sup>2</sup> ground floor education facility and 13 residential apartments (8 private and 5 shared ownership) above and associated car parking and landscaping  
Observation: At its meeting on 23 May 2017 the Environment and Planning Committee commented that family sized unites (3 and 4 bedroom) were required to meet local needs.  
*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0913/FUL - The Fortune, Fortune Lane, Elstree  
Erection of 2 x 5 bed, 3 storey detached dwellings to include basement level with below ground garage and parking lift  
Observation: At its meeting on 23 May 2017 the Environment and Planning Committee raised concerns over the effect on water table due to basement development.  
*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0947/FUL - Land at Borehamwood Shopping Park, Theobald Street  
Erection of 3 commercial unit for flexible use within classes A1/A3 creation of new car parking spaces and associated works  
Observation: At its meeting on 23 May 2017 the Environment and Planning Committee queried the provision of adequate parking facilities.  
*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0872/HSE - 47 Allum Lane, Elstree WD6 3NE  
Retrospective application for alterations to front boundary fences and bin store location  
Observation: At its meeting on 23 May 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.  
*[Post Meeting Note: At the time of comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].*

17/0997/HSE - 32a Barham Avenue, Elstree WD6 3PN  
Retrospective planning permission for the retention of balcony to the rear of the property at first floor level  
Observation: At its meeting on 23 May 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.  
*[Post Meeting Note: At the time of comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].*

## **99. PLANNING DECISIONS**

Details were received of decisions by the Borough Council relating to applications on which the Committee had submitted comments. Members queried whether the reasons for refusal could be included within the notice prepared by Hertsmere Borough Council.

**100. CIL RECEIPTS AND BIDS**

**It was AGREED that:**

**all Town Councillors be asked to consider CIL projects for the Environment and Planning Committee to consider (relating to top sliced 15% receipts).**

**101. ALLOTMENTS**

Members welcomed the update report on the Stapleton Gardens allotment site project. It was noted that at the time of the meeting there were 25 persons on the waiting list for a plot. Further work was underway to arrange for the hedge to be cut along Green Street.

**102. STREET FURNITURE AND SITES**

War Memorials

It was noted that a meeting between the Borehamwood Branch of the British Legion and the Town Clerk had been suggested.

Notice Boards

Cllr Mrs P Strack commented that Rev T Warr had indicated a desire to progress a Town Council notice board at or near All Saints Church.

**103. CLOSURE**

The Meeting closed at 8.25 pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on 20 June 2017 at 7.00 pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....

**ELSTREE AND BOREHAMWOOD TOWN COUNCIL  
 ENVIRONMENT AND PLANNING COMMITTEE: 20 June 2017  
 Planning Applications from Hertsmere Borough Council**

- |             |  |
|-------------|--|
| 17/1022/HSE | 17 Essex Road, Borehamwood WD6 1BP<br>Single storey rear extension following demolition of existing extension  |
| 17/1007/HSE | 6 Chandos Road, Borehamwood WD6 1UU<br>Single storey front extension and first floor side and rear extension   |
| 17/0737/HSE | 26 Edulf Road, Borehamwood WD6 5AD<br>Erection of single storey rear extension   |
| 17/0848/HSE | 57 Whitehouse Avenue, Borehamwood WD6 1HA<br>Conversion of garage to habitable room and insertion of front bay window. First floor side extension; two storey rear extension and loft conversion to include rear dormer window |
| 17/1044/HSE | 22 Masefield Ave, Borehamwood WD6 2HQ<br>Part single part two storey rear extension  |
| 17/1051/HSE | 94 Sullivan Way, Elstree WD6 3DJ<br>Construction of detached outbuilding at rear of property with rear access, new front boundary wall with brick piers and gate with associated landscaping to facilitate dropped kerb        |
| 17/1046/ADV | 149 Shenley Road, Borehamwood WD6 1AH<br>Installation of one illuminated fascia sign and one illuminated projecting double sided sign (Application for Advertisement Consent)  |
| 17/1035/HSE | 14a Coates Road, Elstree WD6 3DS<br>Erection of single storey side and rear extension  |
| 17/1059/VOC | BSS Chester Road, Borehamwood<br>Variation of condition 2 attached to planning permission TP/13/1598 to amend the approved plans to allow for reconfiguration of parking and storage areas                                     |
| 17/1072/HSE | Elm Lodge, 4 Lands End, Elstree<br>Installation of vehicular access gate to front of property  |
| 17/0917/FUL | 47 Kensington Way, Borehamwood WD6 1LH<br>Replacement of lounge window on rear elevation with French doors   |
| 17/1043/FUL | Woodcock Hill Farm, Barnet Lane, Elstree<br>Change of use and conversion of former agricultural lean-to to gym and farm shop   |

ELSTREE AND BOREHAMWOOD TOWN COUNCIL  
**ENVIRONMENT AND PLANNING COMMITTEE: 20 June 2017**  
**Planning Applications from Hertsmere Borough Council – continued**

- 17/1056/HSE 23 Kingsley Ave, Borehamwood WD6 4LY  
Rear conservatory
- 17/0667/FUL 32 Oddesey Road, Borehamwood WD6 5JP  
Erection of detached, two story, 2 bed house, incorporating  
sunken basement, associated landscaping, car parking and  
access on the land to the rear of the existing dwelling
- 17/1084/HSE 14 Beech Drive, Borehamwood WD6 4QU  
Erection of first floor side extension and part single, part two  
storey rear extension
- 17/1061/HSE 18 Holme Park, Borehamwood WD6 4SX  
Single storey rear extension with 2 rooflights, alterations to  
rear window at first floor level and installation of rear decking
- 17/1107/HSE 84 Stapleton Road, Borehamwood WD6 5BW  
Erection of front garden walls and railing (Retrospective)
- 17/1109/HSE 84 Stapleton Road, Borehamwood WD6 5BW  
Construction detached double garage, single storey side and  
rear extension and new front porch
- 17/1103/FUL 183 Balmoral Drive, Borehamwood WD6 2QP  
Removal of existing rear extension and erection of part single,  
part two storey rear extension to facilitate conversion of  
existing 1 bed house to 2 x 1 bed flats (Revised Application)
- 17/1128/HSE 86 Organ Hall Road, Borehamwood WD6 4JT  
Single storey front extension
- 17/0972/FUL The Lindens, Elstree Hill South, Elstree  
Removal of garage, single storey side extension and  
associated alterations to existing dwelling to facilitate the  
construction of an adjacent, detached 4 bed house with  
amenity space and parking
- 17/1115/HSE 53 Cavendish Crescent, Elstree WD6 3JW  
Single storey rear extension and two new windows to side
- 17/1019/HSE 56 Lodge Avenue, Elstree WD6 3ND  
Erection of single storey front extension, single storey side  
extension, part single, part two storey side and rear extension  
following removal of detached garage
- 17/0747/ADV Unit 6, Stirling Industrial Centre, Stirling Way, Borehamwood  
Retrospective application for the installation of a freestanding  
non-illuminated sign



**ELSTREE AND BOREHAMWOOD TOWN COUNCIL**  
**ENVIRONMENT AND PLANNING COMMITTEE: 20 June 2017**  
**Planning Applications from Hertsmere Borough Council – continued**

- |             |   |
|-------------|---|
| 17/0731/FUL | Unit 420 Centennial Park, Elstree WD6 3TN<br>retrospective application for extraction duct in kitchen   |
| 17/1131/HSE | 42 Theobald Street, Borehamwood WD6 4SE<br>Single storey 1 <sup>st</sup> floor extension and conversion of loft<br>to habitable room with insertion of 2 front roof lights and<br>a rear dormer   |
| 17/1133/HSE | 23 Cardinal Avenue, Borehamwood WD6 1EN<br>Single storey front extension  |
| 17/0945/HSE | 173 Aycliffe Road, Borehamwood WD6 4AU<br>Insertion of front dormer window into existing habitable<br>loft space  |
| 17/0908/FUL | 24 Theobald Street, Borehamwood WD6 4SE<br>retrospective application for the erection of rear enclosure to<br>include storage and sink area and erection of front raised<br>structure with canopy |

**Notifications of Planning Decisions from Hertsmere Borough Council**

<b>Application No</b>	<b>Decision</b>	<b>Description</b>
17/0734/HSE	<b>Grant Permission</b>	16 Todd Close, Borehamwood WD6 1FT Conversion of garage to habitable room, replacing door with a window
17/0433/FUL	<b>Grant Permission</b>	Vision House, Station Road, Borehamwood WD6 1DE Demolition of existing building and construction of replacement building to comprise basement level (D1 use), ground and first floor levels (B1 Office use) and creation of 2 bed apartment at second floor level (C3 use) with new grass roof terrace to provide amenity space (amended plans 22.3.17, construction method statement received 21.4.17 and 25.4.17 – modified lift shaft only)