

ELSTREE and BOREHAMWOOD TOWN COUNCIL

Tel: 020 8207 1382
Fax: 020 8953 7645



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 22 May 2018 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 24 April 2018.

- 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 on:
 - (i) Hertsmere Borough Council advice on CIL usage, CIL fund and reporting of top sliced receipts;

- (ii) Proposal for Street Furniture usage; and
- (iii) Community engagement strategy.

7. Allotments: To consider:

- (i) fee scale for Allotment rents for the year commencing 1 October 2018.
- (ii) report on Stapleton Gardens site;
- (iii) Grounds Team grass cutting programme for the Summer months (and grass cutting equipment); and
- (iv) 2018 Committee site visit.

8. Street Furniture and Notice Boards: To receive update report.

9. Sub-Committees and Working Groups: To consider appointment of Sub-Committees and Working Groups (including joint liaison meetings with Hertsmere Borough Council).

10. Close of Meeting: To close meeting.



H R O Jones
Town Clerk
16 May 2018

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 24 April 2018** at 7.00pm.

Present: Cllr G Franklin (Chairman) (in the Chair)
 Cllr V Eni (Substitution)
 Cllr Mrs S Parnell
 Cllr E Silver
 Cllr Mrs P Strack

In attendance: H R O Jones – Town Clerk

71. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr C Butchins (Other Business) (Cllr V Eni substituted).

72. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

73. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Environment and Planning Committee held on 13 March 2018 were signed as a true record by the Chairman.

74. PLANNING APPLICATIONS

A total of 10 applications received from the Borough Council were examined, on 30 of which the Committee had no specific objections to make, subject to the views of neighbours.

18/0363/FUL - 11 Brodewater Road, Borehamwood WD6 5AJ

Retention of 2 storey side and rear extension to facilitate creation of a 2 bed dwelling (Retrospective application)

Observation: At its meeting on 24 April 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].

18/0515/VOC - Land south of Elstree and Borehamwood Station and Adjacent to Coleridge Way and Byron Avenue, Borehamwood

Variation of conditions 17 (land contamination), 18 (validation report for remedial works), 20 (construction management plan), 22 (drainage impact strategy) & 23 (surface water drainage scheme) to amend the wording & removal of conditions 21 (surface water run off) & 24 (drainage strategy) attached to planning permission 17/2028/VOC)

Observation: At its meeting on 24 April 2018 the Environment and Planning Committee reaffirmed its view that the application constituted overdevelopment.

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

18/0511/FUL - 11 Sinderby Close, Borehamwood WD6 4JZ

Retrospective application for erection of outbuilding to be used as a children's day nursery (class D1)

Observation: At its meeting on 24 April 2018 the Environment and Planning Committee raised concerns that retrospective applications were outside the 'spirit' of planning legislation and raised further concerns over the adequacy of parking provision.

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

17/2474/FUL - Land Rear of Bevan House & 63-73 Grantham Green, Borehamwood

Construction of 18 flats, 6x1 bed, 5x2 bed, 1x3 bed (market housing) & 5 x 1 bed, 1x2 bed (affordable housing) with access from Ripon Way and Cranes Way, associated landscaping and parking following demolition of the existing garages.

Observation: At its meeting on 24 April 2018 the Environment and Planning Committee commented that it was in favour of developing this site but regretted that the plans proposed did not appear to address local needs, especially in relation to infrastructure and making best use of limited resources. Firstly, the unit size was not compliant with the existing local plan, which required more family sized units. Secondly, it appeared that little consideration had been given to including much needed infrastructure into the development such as a doctor's surgery or additional retail availability. In addition, concerns were raised over parking. The site was felt to be inappropriate for the type of development proposed.

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

18/0596/PA1 - Land at Coleridge Way, Borehamwood

Erection of three storey building containing 7 x 1 bed apartments and 11 x 2 bed apartments (pre-application advice).

Observation: At its meeting on 24 April 2018 the Environment and Planning Committee commented that it objected to the height of the proposed building (three storeys) and the unit size; commenting 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: At the time of the meeting, no facility was available to submit online Consultee comments].

18/0510/FUL - Yavneh College, Hillside Avenue, Borehamwood

Creation of first floor to provide additional temporary primary school accommodation containing classrooms, offices, stores, communal area and WCs, comprising of modular units to accommodate up to 60 additional pupils.

Observation: At its meeting on 24 April 2018 the Environment and Planning raised concerns over the potential impact upon traffic flow.

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

17/2498/FUL - Rear backlot, Elstree Film & TV Studios, Shenley Rd, Borehamwood
Temporary permission for a period of up to 10 years for the erection building facades, associated structures, storage, areas of hard and soft landscaping and associated works in connection with the existing use of the site for film and TV production.

Observation: At its meeting on 24 April 2018 the Environment and Planning reaffirmed its commitment to promoting the local film and television industry and, therefore, supported the application.

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

18/0613/HSE - 6 Barham Ave, Elstree WD6 3PN

Retrospective application for construction of detached outbuilding adjacent to main dwelling for use as a gym.

Observation: At its meeting on 24 April 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].

18/0668/REM - Land to the rear of The Wellington Public House, Theobald Street, Borehamwood WD6 4SE

Application for approval of reserved matters relating to landscaping, following approval of 17/1570,OUT – erection of 2 storey detached building comprising 6 flats (5x1 bed, 1x2 bed). Outline application to include access, appearance, layout & scale with landscaping reserved.

Observation: At its meeting on 24 April 2018 the Environment and Planning Committee commented that it considered the application to be gross overdevelopment and objected to the proposed unit sizes; commenting 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].

15/1508/FUL - The Crown, 1 Shenley Road, Borehamwood

Application to modify a planning obligation dated 4.8.2016 relating to schedule 2 clause 3 (to allow all housing units to be sold at market rate) pursuant to planning application 15/1508/FUL for conversion and extension of upper floors of existing building to create 9 self-contained flats (4x1 bed & 5x2 bed) with associated car parking, refuse and cycle storage.

Observation: At its meeting on 24 April 2018 the Environment and Planning Committee commented that it considered the application to be overdevelopment and objected to the proposed unit sizes; commenting 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. Concerns were also raised over the change in affordable housing clauses.

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

75. PLANNING DECISIONS

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

76. CIL RECEIPTS AND BIDS

Members received a report on a proposal to use CIL top sliced monies by Community Hertsmere for improvements to local Community Halls.

It was AGREED that:

Community Hertsmere be notified that, as at the time of the meeting, no mechanism or policy was in place at the Town Council for awarding ‘grants’ by way of the CIL receipts and that clarification had been sought from Hertsmere Borough Council concerning legitimate CIL use (especially for Community Hall improvements).

77. ALLOTMENTS

Members received an update report noting that the Town Council was in the process of submitting a planning application to Hertsmere Borough Council for two storage containers at Stapleton Gardens.

78. STREET FURNITURE, CHURCH CLOCKS AND NOTICE BOARDS

It was noted that following a meeting between Cllr Mrs P Strack and Rev. Warr, it was understood that no realistic prospect of erecting a Town Council notice board at or near All Saints existed at the present time and that the matter would, therefore, be put on file.

79. ABERFORD PARK COMMUNITY CENTRE

It was noted that Hertsmere Borough Council had been asked to produce a written proposal regarding the above site’s future development.

80. CLOSE OF MEETING

The Meeting closed at 8.25pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on 22 May 2018 at 7.00 pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 22 May 2018
Planning Applications from Hertsmere Borough Council

- 18/0716/VOC 10 Barkston Path, Borehamwood WD6 5BB
Variation of condition 2 attached to planning permission reference
17/1314/HSE to amend the approved plans to allow for small addition
to roof dormer
- 18/0744/HSE 38 Alexandra Road, Borehamwood WD6 5PB
Conversion of loft to habitable room to include increase in ridge
height, dormers to front and rear elevations and roof lights to both
sides, and single storey rear extension following removal of existing
conservatory
- 18/0726/HSE 13 Cardinal Ave, Borehamwood WD6 1EN
Alterations to planning permission 17/1661/HSE to increase height
of rear terrace with addition of fencing and railings
- 18/0747/HSE 7 Whitehouse Ave, Borehamwood WD6 1HA
Conversion of garage to habitable room and single storey front, side
and rear extension
- 18/0824/PD42 148 Croxdale Road, Borehamwood WD6 4QB
Single storey rear extension
- 18/0748/HSE Greycot, Mildred Ave, Borehamwood WD6 2DH
Single storey rear extension to include internal alterations (revised
application 17/2151/HSE)
- 18/0767/FUL Cowley Hill Primary School, Winstre Rd, Borehamwood WD6 5DP
2 Single storey extensions to existing classrooms
- 18/0694/CLP 40 Elmwood Ave, Borehamwood WD6 1SZ
Hip to gable loft conversion with full width dormer
- 18/0795/HSE 67 Hartfield Ave, Elstree WD6 2JJ
Single storey front and rear extension. Construction of rear roof
terrace and alterations to fenestration
- 18/0809/HSE 92 Bullhead Road, Borehamwood WD6 1HU
Part single, part two storey front, side and rear extension (revised
18/0292/HSE)
- 18/0874/FUL Yavneh College, Hillside Ave, Borehamwood
Application for erection of primary school buildings, within the
grounds of the existing site, for a further temporary period of 1 year
(following permission granted under application 16/0669/FUL)
comprising 4 classrooms, administration facilities, WCs & cloakroom
facilities with external hard surface area and grassed play area
following relocation of existing sports facilities

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 22 May 2018
Planning Applications from Hertsmere Borough Council – continued

- 18/0802/FUL Regent House, Theobald St, Borehamwood
Alterations to roof to include replacement of existing pitch with flat roof to facilitate creation of 2nd floor extension to provide additional office space, demolition of existing fire escape to north elevation and construction of replacement to the west (rear) elevation and exterior elevation works
- 18/0845/FUL Former Day Care Centre, Grosvenor Road, Borehamwood
Demolition of the derelict structure of former Day Care Centre and an unused toilet block to allow the redevelopment of the site to introduce a new build 2/3 storey residential building, comprising 11x2 bed, 4 person apartments with associated parking spaces and an area of green open space (revised application)
- 18/0837/HSE 37 Tallis Way, Borehamwood WD6 4TQ
Conversion of garage to habitable room
- 18/0843/FUL 1-1a Furzehill Road, Borehamwood WD6 2DG
Conversion of detached property with ground and first floor flats back into a single four bed dwelling with minor alterations to front elevation
- 18/0882/HSE 18 The Champions, Borehamwood WD6 5QB
Single storey rear extension and erection of front porch
- 18/0866/HSE 7 Clare Close, Elstree WD6 3NJ
Conversion of garage to habitable room with new front window, replacement roof and new side door
- 18/0851/HSE 50 Alexandra Rd, Borehamwood WD6 5PB
First floor side extension
- 18/0799/FUL Vision House, Station Road, Borehamwood
Refurbishment and change of use of ground and first floors from D1 to B1 (office use) and construction of a second floor to create 1 x 2 bed self contained flat
- 18/0750/FUL A1 Shooting Ground, Barnet by Pass, Borehamwood EN5 3GZ
Demolition of existing buildings with the shooting ground and erection of hall of remembrance, new access ways, improved access from A1, new access across land at golf driving range, lawn graves areas and car parking for 30 cars for a change of use from shooting ground/driving range to burial ground
- 18/0908/FUL Land to rear of 52 Stratfield Rd/Badminton Close, Borehamwood
Construction of detached, two storey 4 bed dwelling with associated parking, landscaping, bin & cycle storage

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 22 May 2018
Planning Applications from Hertsmere Borough Council – continued

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|-------------|--|
| 18/0944/HSE | 23 Keats Close, Borehamwood WD6 2FE
Conversion of garage to habitable room |
| 18/0855/ADV | 28 Organ Hall Road, Borehamwood WD6 4 TH
Installation of 1 x internally illuminated fascia and 1 x non-illuminated co-op projector. Only the co-op logo illuminates (Advertisement Consent) |
| 18/0881/HSE | 58 Chandos Road, Borehamwood WD6 1UX
Erection of two storey side extension following demolition of existing garage |
| 18/0739/FUL | 72 Stanborough Ave, Borehamwood WD6 5LP
Erection of detached outbuilding for childcare business operating Mon-Fri, 8am-6pm, to accommodate 12 children |
| 17/1841/HSE | 10 Abbots Place, Borehamwood WD6 5QP
Remove polycarbonate conservatory roof and have a lightweight slate one installed with insulated ceiling |
| 18/0828/FUL | The Stables Allum Lane, Elstree
Erection of open fronted car barn to plot 7 and new entrance lodge with electric gates. Retrospective application |

Notifications of Planning Decisions from Hertsmere Borough Council

Application No	Decision	Description
18/0136/FUL	Grant Permission	34A Shenley Road, Borehamwood WD6 1DR Retrospective application for retention of a self-contained studio flat within the loft space
18/0511/FUL	Refuse Permission	11 Sinderby Close, Borehamwood WD6 4JZ Retrospective application for the erection of outbuilding to be used as a children's day nursery (class D1)