

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENVIRONMENT AND PLANNING COMMITTEE

MINUTES of a meeting held under the powers contained within the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) which came in to force on 4 April 2020. The regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

The meeting was held remotely on Zoom Webinar:

<https://us02web.zoom.us/j/84790737443?pwd=UWtJaVh5NCswZVhFYkw0SWFQM11EUT09>
Passcode: 675655

on Tuesday 16 March 2021 at 7.00pm.

Present: Cllr C Butchins (Chairman) (in the Chair)
Cllr Mrs S Parnell (Vice Chairman)
Cllr A Collins
Cllr P Kaza
Cllr V Eni (Substitution)

In attendance: Cllr J Newmark (Minute 30)
H R O Jones – Town Clerk

23. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr Mrs P Strack (sickness) (Cllr V Eni Substituted).

24. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

25. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Environment and Planning Committee held on 20 October 2020 were signed as a true record by the Chairman.

26. PUBLIC PARTICIPATION

There was none.

27. PLANNING APPLICATIONS

A total of 39 applications received from the Borough Council were examined, on 35 of which the Committee had no specific comments to make, subject to the views of neighbours.

21/0321/FUL - 37 Eldon Avenue WD6 1NL

Retrospective approval for retention of temporary structure erected to rear of property

Observation: At its meeting on 16 March 2021 the Environment and Planning Committee raised concerns that retrospective applications were outside the ‘spirit’ of planning legislation.

[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].

21/0418/VOC - Elstree Film & TV Studios, Shenley Road WD6 1JG

Application for variation of condition 2 (plans) to allow for a 1m wide gap between the new workshops and existing buildings, changes to fenestration, improvement to disabled access, resiting of sound stage building, related changes to the turning head of the service road on the north side of the building following grant of permission 19/1275/FUL

Observation: At its meeting on 16 March 2021 the Environment and Planning Committee indicated that the application should be supported insofar as it promoted a thriving local film and TV industry.

[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].

21/0437/FUL - 43 Winstre Road WD6 5DR

Change of use and conversion of existing dwelling house (c3) to House of Multiple Occupation to create 8 bedrooms (sui generis) insertion of rooflights to front roof slope, alterations of windows at first floor level, with associated landscaping, parking, cycle and bin storage

Observation: At its meeting on 16 March 2021 the Environment and Planning Committee raised concerns that the development was not suitable for the local area, would constitute the loss of a family dwelling and queried a negative impact on traffic and parking provision.

[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].

21/0503/FUL - 49 Wilcox Close WD6 5PY

Part single/part two storey single and side extensions and conversion of three bed dwelling into 2 x 2 bed flats

Observation: At its meeting on 16 March 2021 the Environment and Planning Committee raised concerns that the development would constitute the loss of a family dwelling.

[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].

28. PLANNING DECISIONS

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

29. CIL PROJECTS – PROPOSALS FOR CONSIDERATION

Committee Members considered three preliminary applications for Town Council top-sliced CIL monies brought for consideration by Cllr Mrs P Strack. The Town Clerk noted that the process to follow according to the Committee’s Terms of Reference was for detailed proposals to be considered by the Committee with a recommendation to Full Council for final approval of CIL expenditure. It

was noted that no accompanying documentation was available for the applications at this stage but would be required prior to the Committee considering the applications again. In addition, all Town Councillors were advised of the applications by way of the agenda and email to all Members of 9 March 2021 together with CIL balances report.

It was further noted that, as presented, the applications before Members assumed contributory funding for the projects from Hertsmere Borough Council.

The applications presented were as follows:

(i)	CIL Application	BWFC BOREHAMWOOD	
	Access road for coaches		£175, 000
	Joint project with Hertsmere Borough Council		
	Funding proposal	EBTC	£ 22,500
		HBC	£152,500
(ii)	CIL Application	MAXWELL PARK BOREHAMWOOD	
	Build an Adventure Playground		£100, 000
	Joint project with Herts mere Borough Council		
	Funding proposal	EBTC	£ 15,000
		HBC	£ 85,000
(iii)	CIL Application	RIPON PARK BOREHAMWOOD	
	Remove outdated playground equipment and replace with Adventure Playground		£100, 000
	Joint project with Herts mere Borough Council		
	Funding proposal	EBTC	£ 15,000
		HBC	£ 85,000

It was RESOLVED that:

applications for CIL expenditure by the Town Council considered initially by the Committee at its meeting on 16 March 2021 be resubmitted for further consideration together with supporting information and further details.

30. NEIGHBOURHOOD PLAN

It was noted that in September 2020, the Committee Chairman had been tasked with preparing an initial report on options for developing a Neighbourhood Plan for Elstree and Borehamwood to be considered at the Committee meeting at a future date. Some Members commented that certain advice had asked for the Council to wait for the completion of the HBC Local Plan prior to entering into a Neighbourhood Plan, although most Councillors present indicated an intention to pursue the venture. The Town Clerk agreed to ascertain the process from Shenley and Aldenham Parish Councils in appointing a consultant. No clear agreement was reached as to how EBTC should appoint a consultant or obtain initial training/advice (although HAPTC was an option).

31. BAND STAND PROJECT

It was noted that the planning application to be submitted to Hertsmere Borough Council for the permanent Band Stand in Meadow Park had been approved. HBC was in the process of preparing Heads of Terms for consideration by EBTC.

32. CLOSE OF MEETING

The Meeting closed at 7.50pm.

The next meeting was scheduled to take place on Zoom on 20 April 2021 at 7.00pm.

Date:.....

CHAIRMAN.....