

All Committee Members are hereby summoned to attend a meeting of the  
**ENVIRONMENT AND PLANNING COMMITTEE**  
which will be held on  
**Monday 13 September 2021 at 7.00pm**  
in Fairway Hall,  
Brook Close, Borehamwood, WD6 5BT  
[Meeting Open to Press & Public]

**Part 1 Agenda**

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 19 July 2021.  
**- Attached**
  
4. **Public Participation:** To receive questions/statements from the public in relation to items on the agenda (one 3 minute slot for up to 3 Members of the Public). At the Chairman's discretion, this item may be considered at a later part of the agenda.
  
5. **Planning Applications:** To consider Planning Applications from Hertsmere Borough Council.  
**- Attached**
  
6. **Planning Decisions:** To receive any decisions reached on applications upon which the Committee submitted comments.  
**- Attached**
  
7. **CIL Projects:** To receive update report from Town Clerk on proposals for:

- Bus Stop seating throughout Elstree and Borehamwood; and
  - Interpretive notice boards and maps.
- 8. Neighbourhood Plan:** To note formation of Neighbourhood Planning Steering Group at Full Council on 1 September 2021 (Cllr R Challice and Cllr C Butchins) and to agree meeting and action plan.
- 9. Budget 2022/23:** To consider Headline Items for following year's Committee Budget to include in draft proposed at Committee meeting on 19 October 2021.
- 10. Allotments:** To receive update report on:
- (i) rents 2021/22 and fee scale for future (notice period compliant); and
  - (ii) Stapleton Gardens locker sheds project.
- 11. Close of Meeting:** To close meeting. The next meeting of the Environment and Planning Committee is scheduled for Tuesday 19 October 2021 at 7.00pm.



H R O Jones  
Town Clerk  
6 September 2021

Town Council Offices  
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### Distribution List:

Name	Organisation	post	e-mail	courier
Cllr S Rubner – Brookmeadow	EBTC		X	
Cllr Mrs S Parnell – Hillside (Deputy Mayor)	EBTC - Committee Vice Chairman		X	X
Cllr C Butchins - Hillside	EBTC - Committee Chairman  Neighbourhood Planning Steering Group		X	X
Cllr R Challice - Shenley Road	EBTC  Neighbourhood Planning Steering Group		X	X
Cllr Richard Butler - Cowley Hill	EBTC		X	X
Cllr A Collins - Cowley Hill	EBTC		X	
Cllr V Eni – Brookmeadow	EBTC		X	
Cllr P Kaza - Kenilworth South	EBTC		X	X
Cllr S Lawrence - Kenilworth North	EBTC		X	
Cllr J Newmark - Kenilworth South	EBTC		X	
Cllr Mrs P Strack – Hillside	EBTC		X	X
Cllr Mrs F Turner – Elstree (Town Mayor)	EBTC		X	
Cllr M Vince - Cowley Hill	EBTC		X	
Library	Agenda only	X		
Borehamwood & Elstree Times	Agenda only	X		