

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

**ENVIRONMENT AND PLANNING COMMITTEE**

**MINUTES** of a meeting held in the Meeting Room of Fairway Hall Offices, Brook Close, Borehamwood on **Tuesday 19 July 2022** at 7.00pm.

Present: Cllr C Butchins (Chair) (in the Chair)  
Cllr Mrs S Parnell (Vice Chair)  
Cllr R Butler  
Cllr A Collins (Substitute)  
Cllr Mrs P Strack

In attendance: H Wilkin – Committee Officer  
H R O Jones – Town Clerk

**23. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were received and approved from Cllr P Kaza (Other Business) (Cllr A Collins 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 21 June 2022 were signed as a true record by the Chairman.

**26. PUBLIC PARTICIPATION**

There was none.

**27. PLANNING APPLICATIONS**

A total of 28 applications received from the Borough Council were examined on 22 of which the Committee had no specific objections to make, subject to the views of neighbours.

22/1040/HSE - 43 The Rise Elstree

Part retrospective single storey rear garden room

Observation: At its meeting on 19 July 2022 the Environment and Planning Committee commented that it considered that retrospective applications were outside of the 'spirit' of planning regulations.

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

22/0226/FUL - Site of Norwegian Barn, Edgwarebury Lane, Elstree

Conversion of existing building to provide 8.x2 bed apartment, to include 18 car parking spaces and designated private shared amenity space and reconfiguration of the basement floor to accommodate 18 storage bays, including cycle storage. Demolition of the existing garage and erection of a 4 bedroom detached dwelling with parking and amenity space

Observation: At its meeting on 19 July 2022 the Environment and Planning Committee commented that it considered the application to be overdevelopment in the Green Belt and against HBC's planning policy in failing to provide much needed family sized dwellings in the local area.

*[Post Meeting Note: At the time of the meeting, the HBC Planning Portal indicated that this case was no longer available for consultation].*

22/1089/VOC - 34 Grange Road Elstree

Application for removal of Condition 3 (Trees) following grant of planning permission 20/1037/HSE

Observation: At its meeting on 19 July 2022 the Environment and Planning Committee raised concerns that the trees may have already been cut down – it asked for HBC Enforcement Officers to investigate and take appropriate action.

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

221152/HSE - 17 Warenford Way WD6 5ER

Retention of first floor rear extension not built in accordance with planning permission 21/1356/HSE

Observation: At its meeting on 19 July 2022 the Environment and Planning asked for HBC Enforcement Officers to take appropriate action.

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

22/1160/FUL - Land East of Rowley Lane

Installation of a temporary cabin to be used as a reception at the entrance of the site

Observation: At its meeting on 19 July 2022 the Environment and Planning Committee approved of the application provided that no trees were removed in the process.

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

22/0958/FUL - 25 Crown Road WD6 5JJ

Installation of dropped kerb to front boundary (retrospective application)

Observation: At its meeting on 19 July 2022 the Environment and Planning Committee commented that it considered that retrospective applications were outside of the 'spirit' of planning regulations and sought assurances that there would be no gate installed.

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

## **28. PLANNING DECISIONS**

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

## **29. NEIGHBOURHOOD PLAN**

The Committee received an update from the Chair about the Neighbourhood Plan steering group which was scheduled to meet again on 14 September 2022 at Fairway Hall. Members welcomed the progress in developing the Plan, especially noting that Hertsmere Borough Council had formally accepted the Designated Area for the Elstree and Borehamwood Neighbourhood Plan. In addition, Issue 47 (Autumn 2022) of the Town Crier Magazine would contain a four page Community Survey pull-out for residents to complete (Deadline 30 September 2022).

### 30. CIL PROJECTS

Members received an update report on CIL Expenditure noting the committed / Earmarked Expenditure and that HBC Full Council was considering the following on 20 July 2022:

Football Club Improvements	Town Council agreed: £125,000	Conditional on HBC funding £150,000 towards the project
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It was further noted that an application by Communities First was anticipated for the Committee's future consideration (£30,000 towards building/interior improvements to the One Stop Shop).

The "Golden Gravel" works at All Saints Cemetery were scheduled to commence on 8 August 2022.

It was noted that c.£53,000 of s.106 was available for application by the Town Council to HBC for Allotment Improvements (with the possibility of funding vehicular access to Stapleton Gardens Allotments).

### 31. PROJECTS UPDATE

#### 10 Bus Centenary Benches

The Council's contractor had repaired and moved two benches following a bus stop being relocated by HCC and another being vandalised. Members welcomed the installation of the commemorative bench in memory of Steve Simmonds and a Town Crier article would follow with images of the opening ceremony.

#### Anthills at All Saints Cemetery

Hertfordshire Wildlife Trust had been commissioned to advise the Council about treating and removing the anthills at All Saints Cemetery in a responsible manner (with the Church fully informed of developments). It was anticipated that a small digger would be hired to resolve the problem. Notices had been placed on the Cemetery Board.

### 32. GROUNDS TEAM

Members received an update on the appointment of a Full Time Grounds Team Member (scheduled to commence work on 1 August 2022). It was noted that two students from Hertswood Academy had been undertaking work experience with the Grounds Team for one week (week commencing 18 July 2022).

**33. BEE KEEPING RISK ASSESSMENT**

**It was RESOLVED that:**

**the Beekeeping Policy and Risk Assessment (P34) be approved and adopted (review in July 2025).**

**34. CLOSE OF MEETING**

The Meeting closed at 7.50pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on Tuesday 20 September 2022 at 7.00pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....