

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 17 March 2020** at 7.00pm.

Present: Cllr C Butchins (Chairman) (in the Chair)  
Cllr Mrs S Parnell (Vice Chairman)  
Cllr P Kaza  
Cllr Mrs P Strack

In attendance: H R O Jones – Town Clerk

**82. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were received from Cllr A Collins (Self Isolating – Coronavirus Pandemic).

**83. DECLARATIONS OF COUNCILLORS' INTERESTS**

There were none.

**84. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of the Environment and Planning Committee held on 18 February 2020 were signed as a true record by the Chairman.

**85. PUBLIC PARTICIPATION**

There was none.

**86. PLANNING APPLICATIONS**

A total of 31 applications received from the Borough Council were examined, on 28 of which the Committee had no specific comments to make, subject to the views of neighbours.

20/0224/FUL - 18 Caishowe Road Borehamwood WD6 5JA

Subdivision of existing single dwelling into 2 x 2 bed flats with parking, amenity space and bin store  
Observation: At its meeting on 17 March 2020 the Environment and Planning raised concerns about the loss of a family dwelling and commented that these (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 comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].*

20/0315/FUL - Land East of Rowley Lane Borehamwood

Development of film/production studios (Use Class B1b) and ancillary floorspace, new access arrangements, car parking, landscaping, infra-structure and associated works

Observation: At its meeting on 17 March 2020 the Environment and Planning supported the application which would promote the local Film and TV industry, support employment and a thriving local economy and approved of the shuttle bus element to the plans.

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

20/0331/FUL - 5 Badminton Close Borehamwood WD6 1UL

Conversion of garage to habitable room, single storey front and rear extensions and conversion to a House of Multiple Occupation (Class C4)

Observation: At its meeting on 17 March 2020 the Environment and Planning raised concerns about insufficient parking and the loss of a family dwelling and commented that these (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].*

## **87. PLANNING DECISIONS**

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

## **88. VE DAY BENCH**

**It was RESOLVED that:**

**the Town Clerk be authorised (with the appropriate Hertfordshire County Council and Hertsmere Borough Council permissions) to take necessary actions to replace the wooden bench near the Jim Henson film plaque (green by Borehamwood War Memorial) with a WW2 bench seat (£1,077 +VAT) to commemorate VE Day (supplied by David Ogilvie Engineering Quote 10/03/2020).**

## **89. CIL EXPENDITURE**

It was noted that the joint HBC/EBTC CIL Liaison meeting scheduled for 24 March 2020 was unlikely to take place and that the Committee would be informed of alternative arrangements once these were known.

**It was RESOLVED that:**

- (i) Full Council be recommended to approve up to £59,500 of Top Sliced CIL (15%) monies held by the Town Council to meet the costs of the erection of a Permanent Bandstand at Meadow Park (to be funded entirely by the Town Council and gifted to the Park – with Hertsmere Borough Council taking responsibility for ongoing maintenance costs but the Town Council taking responsibility for bookings of the Band Stand); and**
- (ii) a letter be issued to Communities First asking for an update report on the Artificial Bowling Green at Aberford Park in terms of usage and maintenance in order for the Town Council to assess the success of the project in light of previous Top Sliced CIL**

**funding by the Authority and on receipt of the reply, to send a letter to Hertsmere Borough Council explaining the Committee's concerns.**

#### **90. CLOSED CEMETERIES UPDATE**

It was noted that a further meeting with Rev. T Warr in connection with the future management of All Saints closed churchyard had taken place on 24 February 2020.

Details had been (or were in the process of being) provided to the Church for the purposes of progressing "Faculty" permissions by the Church of England for on site improvements (including a survey of headstones and the laying of a "golden gravel" path throughout the site).

The Committee would be kept informed of developments and asked to approve works, as appropriate.

#### **91. EXCLUSION OF PRESS AND PUBLIC**

**It was RESOLVED that:**

**Under the Public Bodies (Admission to Meetings) Act 1960 s.1 (2), the press and public be excluded from the meeting whilst preliminary competitive quotes and contractors for the provision of goods and services were considered.**

#### **92. BAND STAND PROJECT**

**It was RESOLVED that:**

- (i) Lightmain (quote £58,421.43 +VAT) be appointed as the contractor responsible for carrying out the installation of the band stand along the lines of the specification submitted and subject to Minute 89 (i) above (with camera design pinnacle being installed if agreed by Hertsmere Borough Council and on the understanding that holes in the metalwork posed no significant finger trap risks); and**
- (ii) any additional costs for on site works (e.g. Heras security fencing) not supplied by Hertsmere Borough Council be met from the remaining threshold of approval at Minute 89 (i) above or existing Committee Budgets if over and above this sum.**

#### **93. CLOSE OF MEETING**

The Meeting closed at 8.00pm.

It was noted that the Town Clerk would advise the Committee of the arrangements for the next Committee meeting as the scheduled April meeting was unlikely to take place at Fairway Hall because of the national Coronavirus emergency.

Date:.....

CHAIRMAN.....