

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 21 June 2016** at 7.00pm.

Present: Cllr G Franklin (Chairman) (in the Chair)
Cllr C Butchins (Vice Chairman)
Cllr Mrs S Parnell
Cllr E Silver
Cllr Mrs P Strack

In attendance: H R O Jones – Town Clerk

11. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

12. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

13. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Environment and Planning Committee held on 24 May 2016 were signed as a true record.

14. COMMUNITY INFRASTRUCTURE LEVY (CIL)

It was noted that Cllr Mrs P Strack would provide an update report to the Committee at its meeting on 19 July 2016 following the submission of the Council's CIL bids to Hertsmere Borough Council on 13 July 2016. It was noted that the Committee would consider expenditure from "Top Sliced" CIL receipts (15%) at a later meeting.

15. TEDDY'S TRAILS

The continued success of the Teddy's Trail initiative was welcomed by the Committee, including the mention of the Town Council in Stile Magazine (Issue 49 June 2016).

16. CENTENARY PLACE

It was noted that the Mayoral Engagement event relating to the renaming of Central Place to Centenary Place would take place on Friday 22 July 2016 at 2.00 pm.

The event would last no more than thirty minutes and would consist primarily of an address by the Town Mayor, Cllr C Butchins. Prior to this time, every effort would be made to ensure the A Board next to the planter had been relocated and to encourage representatives of the Youth Council to attend. Invitations had been sent to Hertsmere Borough Council and the First Impressions Group.

17. ALLOTMENTS

Allotments Freescale 2016/17

It was RESOLVED that:

the fee scale for Allotment rents for the year commencing 1 October 2016 to 30 September 2017 be set at £4.00 per pole per year with a concessionary fee for Senior Citizens (i.e. 60+) of 50%.

Stapleton Gardens

The Committee Chairman reported that a site visit had taken place on 15 June 2016 at which he was accompanied by Cllr R Butler, Town Clerk, Council Warden, a representative from Frank Cooper and Son and the owner of the site adjacent to Stapleton Gardens.

It was noted that through Frank Cooper and Son and independent traffic report was being commissioned.

It was RESOLVED that:

the Council's Contractor be authorised to proceed with work at Stapleton Gardens on the advice of Consensus Planning relating to the Agricultural use of the site.

Grounds Team Grass Cutting Programme

It was RESOLVED that:

- (i) at the Town Clerk's discretion based on need, up to four weeks additional Grounds Maintenance part time cover (by 2015 Acting Warden) be employed in 2016 to assist with the grass cutting and site maintenance programme for the Summer months; and**
- (ii) recognising the ongoing requirement for support, the cost of (i) above be proposed in the Committee's 2017/18 budget for that year as a new heading.**

Committee Site Visit

It was RESOLVED that:

the 2016 Committee site visit take place at Melrose Allotments at 6.00 pm on 19 July 2016 (i.e. prior to the Committee meeting scheduled to commence at 7.00pm).

18. PLANNING APPLICATIONS

A total of 28 applications received from the Borough Council were examined, on 23 of which the Committee had no specific objections to make, subject to the views of neighbours.

The Committee made the following observations on the remaining applications:

16/0939/HSE - 2 Hartfield Avenue, Elstree WD6 3JE

Retrospective application for 1.8 metre high boundary fence and electronic entrance gate

Observation - The Committee felt that retrospective applications were outside of the spirit of planning law and that the application was contrary to the street scene (H8) planning policy. Some Members queried the existence of a covenant relating to fence heights.

16/0968/HSE - Penniwells, Edgwarebury Lane, Elstree

First floor extension to existing single storey wing and conversion of ground floor bedroom to garages

Observation - The Committee approved of the application and the aim of Penniwells to provide disabled people with the opportunity to ride to benefit their health and wellbeing.

16/0921/FUL - Marston, High Street Elstree

Demolition of existing attached garage and erection of two storey front extension, part single, part two storey and first floor side extensions, creation of first floor rear facing terrace and loft conversion to include front and rear dormer windows to facilitate conversion of existing 3 bed dwelling into a pair of 3 bed semi-detached dwellings

Observation - The Committee considered this application to be overdevelopment in a conservation area. The Committee also raised concerns over the adequacy of parking facilities.

16/1053/HSE - 17 Sinderby Close, Borehamwood WD6 4JZ

Retrospective application for erection of 2 storey side extension & modifications to existing single storey rear extension. Revised application

Observation - The Committee felt that retrospective applications were outside of the spirit of planning law.

16/1035/FUL - Avenir House, Studio Way, Borehamwood WD6 5NN

Redevelopment of site for 52 Assisted Living (extra care class C2) for the elderly with associated communal facilities, parking and landscaping

Observation - The Committee queried the adequacy of the local health services infrastructure to support the development.

19. PLANNING DECISIONS

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

20. EXCLUSION OF PRESS AND PUBLIC

It was RESOLVED that:

under the Public Bodies (Admission to Meetings) Act 1960 S1 (2) the press and public be excluded from the meeting whilst pre-contractual negotiations and staffing matters were discussed.

21. NEIGHBOURHOOD PLANNING

Members received an update report on the appointment of a Neighbourhood Planning Consultant for the Town Council. It was noted that a special meeting would be sought in order for a detailed proposal to be considered.

22. CLOSURE

The Meeting closed at 9.15 pm.

It was noted that the next meeting was scheduled for Tuesday 19 July 2016 at 7.00 pm.

Date:.....

CHAIRMAN.....