

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

**ENVIRONMENT AND PLANNING COMMITTEE**

**MINUTES** of a meeting held in Fairway Hall, Brook Close, Borehamwood on Tuesday **21<sup>st</sup> June 2011** at 7.30pm

Present: Cllr Mrs F Turner (Chairman in the Chair)  
Cllr S Rubner (Vice-Chairman)  
Cllr S Dobin  
Cllr G Franklin  
Cllr Ms K Prince

In attendance: Cllr C Butchins  
H Jones – Town Clerk

**10. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

There were none.

**11. DECLARATIONS OF COUNCILLORS' INTERESTS**

There were none.

**12. MINUTES OF THE MEETING HELD ON 9<sup>th</sup> MARCH 2011**

The minutes of the meeting of the Committee held on 24<sup>th</sup> May 2011 were signed as a true record.

**13. PLANNING APPLICATIONS - HERTSMERE BOROUGH COUNCIL**

A total of 15 applications received from the Borough Council were examined, on 13 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:

TP/11/0927 - 65 Coleridge Way, Borehamwood WD6 2AE

Proposal - Loft conversion involving erection of a rear dormer window and installation of two roof lights to front roof slope.[comments by 21 June].

Observation – The Committee questioned whether an additional bedroom could impact upon parking availability.

TP/11/0992 - Paramount House, 17-21 Shenley Road, Borehamwood WD6 1AD

Proposal - Change of use of first and second floor offices (use class B1) to 12 no flats comprising 1 x two bedroom flats, 6 x one bedroom flats and 5 x studio flats [comments by 1 July].

Observation – The Committee questioned whether the provision of more two, rather than one, bedroom flats was preferable.

## 14. DECISIONS

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

## 15. REPORT OF THE CLERK

The report of the Clerk was received. It was AGREED that:

### Allotment Sites

- (i) subject to weather, an allotment site visit take place immediately prior to the next Committee meeting scheduled for 26 July 2011 (Members to meet at Town Council Office Car Park at 6.00 pm);
- (ii) information be provided for further consideration on the number and amount of concessionary fees provided by the Council to allotment holders;
- (iii) further quotes be obtained for clearing the overgrown area of the Allum Lane site for consideration at a future meeting of the Committee (when available);
- (iv) a recommendation be made to Council on 7 September 2011 to authorise the transfer of sufficient funds from General Reserve/mower replacement fund (once amounts were available and agreed by the Committee) to purchase:
  - New mower for use on all Council sites (Rover 560 Pro Cut – c.£850)
  - Contractor clearance and new marking of specified allotment plots at Allum Lane site
- (v) the allotment fee scale for the forthcoming year (from October 2011) remain at £3.50 per pole and the concessionary fees be maintained (with a review to be undertaken at a future meeting).

## 16. CLOSURE

The Meeting closed at 8.35pm

Date:.....

CHAIRMAN.....