

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENVIRONMENT AND PLANNING COMMITTEE

MINUTES of a meeting held in the Committee Meeting Rooms A & B at Civic Offices, Hertsmere Borough Council, Elstree Way, Borehamwood on Tuesday **30th August 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
& Invited Guests: Cllr Mrs S Parnell (Town Council Mayor)
Cllr C Butchins
Cllr Mrs P Strack
Cllr M Bright
Cllr Mrs J Heywood - Environment Portfolio Holder
Mr E Nelken (Hertfordshire Chamber of Commerce & Industry)
Ms R Lissack (Hertfordshire Chamber of Commerce & Industry)
Ms G Fowler (WI)
Mr N Male (BETTA)
Ms S Churchard – Planning Officer (Policy & Transport) (HBC)
Ms B Sanders
H Jones – Town Clerk

25. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

All Town Council Committee Members were present. From the list of Invited Guests, apologies for absence were received from Cllr Mrs H David (HBC), M Silverman (HBC) and V Eni (BETTA).

26. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

27. MINUTES OF THE MEETING HELD ON 26th JULY 2011

The minutes of the meeting of the Committee held on 26th July 2011 were signed as a true record.

28. CONSULTATION ON STREETSCENE MANUAL 2011

The Chairman welcomed Council Members, Members of the Public and representatives of the Business Community to the meeting and thanked them for their attendance and input. Members restricted their consideration of the Manual to Part A 'General Principles' and to Borehamwood and Elstree Village in Part B 'Local Streetscapes'. After a thorough and wide ranging discussion, comments (as outlined below) were affirmed and the Committee Chairman thanked for her work in summarising each of the relevant document sections and for leading the Town Council's consultation response.

It was **RESOLVED** that

- (i) **the following comments on the Consultation: Draft Hertsmere Streetscape Manual June 2011 be submitted to the Borough Council:**
- **Overall, the document was deemed to be comprehensive and well researched and those Officers responsible for its preparation and dissemination should be congratulated and thanked;**
 - **Turning to questions (i) relating to the overall status of the document and with a specific status as a material consideration for planning applications and question (vi) relating to reading in conjunction with Highways Authority guidance for traffic management, the Committee answered “Yes” in both cases;**
 - **2.2 Street Lighting (page 8): care should be taken to ensure that future street lighting alterations are co-ordinated with any plans of those responsible for installing/maintaining CCTV so as to minimise disturbance and to provide the best possible cover;**
 - **2.5 Litter Bins (page 10): Members felt that it was beneficial for take-away outlets to take responsibility for waste generated by their customers by paying for or sponsoring a litter bin outside of their premises;**
 - **2.8 Public Amenity Street Furniture and Advertisements (page 11): Members agreed that the Borough Council should be asked to pursue the formalisation of the draft guidance on ‘Conditions Applying To Advertising Boards On The Highway’ (June 2008) together with Hertfordshire County Council in order that the local application of general rules could be instated for businesses to follow on Shenley Road. In essence, it was reaffirmed that A Boards required regulation;**
 - **3.1 Street Trees (page 12): It was suggested that tree foliage should be cut back where needed so as not to hinder CCTV surveillance;**
 - **3.2 Flowerbeds and Hanging Baskets (page 12): Members felt that secure and well maintained hanging baskets could improve the appearance of Shenley Road; and**
 - **Elstree Village (page 22): It was reported that the crossroads junction at the village centre continued to be problematic insofar as traffic congestion was concerned.**
- (ii) **the responsibility and funding of planter maintenance on Shenley Road be clarified;**
- (iii) **the Borough Council be asked to note concerns raised in connection with parking in the vicinity of Shenley Road opposite the Icelands store (especially on market days) and at the station end of Shenley Road in relation to unauthorised parking and the parking arrangements of local taxi firms;**
- (iv) **the Borough Council be asked to raise public awareness of dog waste disposal options (including the use of high street litter bins);**
- (v) **Borough Council Officers be asked to consider the formation of a small working group to assist in the A Board regulation (to include an invitation to representatives of the Hertfordshire Chamber of Commerce & Industry). A discussion in this area could**

include disseminating the regulations to shop owners, any legal liabilities resulting from personal injury caused by A Boards (to be advised by Borough Council Legal Department) and the aggravated problem of A Boards on market days;

- (vi) whilst the Town Market was beyond the scope of the Streetscape Manual, Borough Council Members and Officers be asked to consider improving the quality of the Market (to consider coloured awning and encroachment on pavements); and**
- (vii) the Borough Council be asked to investigate problems surrounding car parking spaces on Manor Way (especially in relation to length of bays and the availability of cleaning services to carry out routine work).**

29. PLANNING APPLICATIONS - HERTSMERE BOROUGH COUNCIL

A total of 29 applications received from the Borough Council were examined, on 24 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/11/1332 - Horizon One, Studio Way, Borehamwood WD6 5WH

AMENDED DESCRIPTION Demolition of existing office building & erection of a new residential development providing 125 dwellings - 96 apartments (3 x 1 bed, 66 x 2 bed) in 3,4 & 5 storey blocks, 29 town houses and 125 parking spaces, cycle spaces, refuse facilities & associated road [comments by 30 August 2011].

Observation – The Committee considered this proposal to be an overdevelopment.

TP/11/1490 - 5 The Rise, Elstree, Borehamwood WD6 3JR

Erection of single storey front extension; part single, part two storey front extension; first floor rear extensions; conversion of loft into habitable accommodation to include 1 x dormer to front & 2 x dormer to front & 2 x dormers to rear [comments by 2 September 2011].

Observation – The Committee considered front dormer windows to have a negative impact on the street scene.

TP/11/1423 - 27 Barham Ave, Elstree WD6 3PW

Proposed basement to rear. extension to hard landscaped patio area. Single storey rear extension. Replacement of 1 large rear dormer window to rear roof slope with 2 smaller dormer windows [comments by 2 September 2011].

Observation – The Committee raised a query as to a possible negative impact of this basement development on the water table in the future.

TP/11/1563 - 19 Oakwood Ave, Borehamwood, WD6 1SP

Construction of new roof over porch; part single, part two storey side extension; part single and two storey rear extension following demolition of existing garage [comments by 6 September 2011].

Observation – The Committee considered this proposal to be an overdevelopment with loss of parking.

NO NUMBER GIVEN: Amended Plan - 56 Wansford Park, Borehamwood WD6 2PH

Conversion of single dwelling into two one bed roomed flats with extension of front porch to provide new access. Alterations to windows and doors and new associated parking with crossover and new fencing (Amended plan received 13.7.11) Meeting on 25 August 2011.

Observation – The Committee questioned whether the provision of more two, rather than one, bedroom flats was preferable and raised a concern about the loss of parking.

30. DECISIONS

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

31. REPORT OF THE CLERK

It was noted that the Contractor works to clear the bottom plots at Allum Lane had been completed (total cost £300) on 17 August 2011 with all of these scheduled to be allocated.

It was **RESOLVED** that

Allotments

- (i) **the plot holder of E2 at Melrose Allotments be asked to ensure that the metal container recently erected on site was safely removed with the Council's reasons for this decision being fully explained with reference to the tenancy terms and conditions; and**

War Memorials

- (ii) **the current arrangements for maintaining the War Memorials and preparing for Remembrance Sunday be continued, subject to a Committee review in 2012/13.**

32. CLOSURE

The Meeting closed at 9.40pm.

Date:.....

CHAIRMAN.....