

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 18th June 2013** at 7.30pm

Present: Cllr Mrs F Turner (Chairman in the Chair)
Cllr C Kelly
Cllr Mrs P Strack

In attendance: Cllr Mrs S Parnell
A Fiaca – Bee Keeper (Minute 13)
H Jones – Town Clerk

10. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr G Franklin (Other Business) and Cllr K Prince (Other Business).

11. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

12. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Committee held on 28 May 2013 were signed as a true record.

13. BEE KEEPING

It was **RESOLVED** that:

- (i) the Beekeeping Procedure and Risk Assessment before Members be approved and adopted;**
- (ii) on signing a written declaration of acceptance of (i) above, A Fiaca be approved as a Designated Bee Keeper at Allum Lane Allotments; and**
- (iii) the actions previously agreed to create a Bee Keeping Area at the Allum Lane site together with any additional actions arising from the documentation at (i) above be put into effect (including the purchase of two boxes for hives, mulching and fencing).**

14. PLANNING APPLICATIONS - HERTSMERE BOROUGH COUNCIL

A total of 21 applications received from the Borough Council were examined, on 12 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/13/1211 - 22 Furzehill Road, Borehamwood WD6 2DF

Retrospective application for change of use of residential dwelling (C3) to house of multiple occupancy [comments by 20 June 2013]

Observation – The Committee reaffirmed its position that it considered retrospective applications (including those by Application for Certificate of Lawful Development) to be outside of the spirit of the Planning Regulations.

TP/13/0659 - 10 Connemara Close, Borehamwood WD6 2SB

Conversion of garage to habitable room (Application for Certificate of Lawful Development - Proposed) [comments by 24 June 2013]

Observation – The Committee reaffirmed its position that it considered retrospective applications (including those by Application for Certificate of Lawful Development) to be outside of the spirit of the Planning Regulations. It was also felt that the application involved potential loss of parking.

TP/13/0553 - 77 Torworth Road, Borehamwood WD6 4ES

Erection of single storey rear extension and conversion of existing dwelling into 2 x 2 bed self contained flats [comments by 25 June 2013]

Observation – It was felt that the loss of a family dwelling (3 bedrooms) was detrimental in view of the need for this type of accommodation within the area. In addition it was felt that the proposed parking arrangements were inadequate.

TP/13/1084 - 94 Balmoral Drive, Borehamwood WD6 2RB

Erection of 2 storey, end of terrace, 2 bedroom dwelling and single storey rear extension and loft conversion to existing property to include insertion of 2 front rooflights and rear dormer window [comments by 25 June 2013]

Observation – Concerns were raised that the application constituted an over-development.

TP/13/1272 - 14 Pinewood Close, Borehamwood WD6 5NW

Loft conversion with three rooflights in the front with one rear dormer window and erection of single storey rear extension plus internal alterations. (Application for Certificate of Lawful Development - Proposed) [comments by 26 June 2013]

Observation – The Committee reaffirmed its position that it considered retrospective applications (including those by Application for Certificate of Lawful Development) to be outside of the spirit of the Planning Regulations.

TP/13/1307 - Isopad House and Hertsmere House, Shenley Road,

Borehamwood WD6 1TE Demolition of Isopad & Hertsmere House. Erection of new building to provide 150 residential units, private balconies and podium deck community amenity area, basement and ground floor parking, cycle parking, refuse/recycling stores with new access from Brook Close [comments by 26 June 2013]

Observation – The Committee noted that the provision of 3 bedroom units would be preferable to 2 bedroom ones in order to help to provide family sized accommodation in the area.

TP/12/2644 - 36-44 Lodge Avenue, Elstree

Demolition of 42 Lodge Avenue & erection of detached, two storey 4 bedroom dwelling with habitable loft accommodation associated landscaping and parking; erection of 5 x detached two storey, 4 bedroom dwellings with habitable loft accommodation, landscaping & parking on land to the rear of 36-44 Lodge Avenue (amended plans received 27.3.13) [HBC planning meeting 20 June 2013, 6pm]

Observation – Concerns were raised that the application constituted an over-development.

TP/12/1278 - 8-19 Drayton Road, Borehamwood

Single storey rear extensions [comments by 3 July 2013]

Observation – It was noted that no plans were available for inspection at the time of the Committee meeting on the Hertsmere Borough Council website, as such the Committee was unable to consider the application.

TP/13/1218 - 31 Hillside Avenue, Borehamwood WD6 1HQ

Partly retrospective application for demolition of existing dwelling and erection of replacement 2 storey, semi-detached 3 bedroom dwelling to include habitable loft accommodation with the insertion of 2 front and 1 side rooflights and a rear dormer window [comments by 5 July 2013]

Observation – The Committee reaffirmed its position that it considered retrospective applications (including those by Application for Certificate of Lawful Development) to be outside of the spirit of the Planning Regulations.

15. PLANNING DECISIONS - HERTSMERE BOROUGH COUNCIL

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

16. REVIEW OF ALLOTMENT FEES

It was RESOLVED that:

the allotment fee scale for the forthcoming year (from 1 October 2013) remain at £3.50 per pole per year and the concessionary fees (50% reduction for Senior Citizens i.e. 60+) be maintained.

17. CLERK'S REPORT

High Street Planters

It was RESOLVED that:

the Clerk be duly authorised to sign the draft Landscape Maintenance Agreement (for countersignature by Hertsmere Borough Council) before Members (confirming the Option A specification and arrangements – Committee Minute 7 of the meeting of 28 May 2013 refers).

Summer Allotment Competition – Allum Lane

It was RESOLVED that:

notification be provided to the Allum Lane Allotment holders of a Summer Competition (to be judged by the Committee Chairman and Vice Chairman in the first Year) with two prizes (for Best Kept Plot and Best Grown Plot) of £25 gardening vouchers and trophy.

Water Supply at Allum Lane

Members noted the concerns of some Plot Holders concerning the water supply facilities at Allum Lane Allotments.

Whilst the Committee felt that the existing supply should be maintained (and if necessary, repaired when damaged) as the Allotment Fees for 2013/14 were not scheduled to increase, a significant enhancement of the facility was not appropriate at this time.

However, the site would be inspected by Council Staff in order to ascertain whether any minor improvements could be made and the matter kept under close review by the Committee. It was agreed that the existing policy not to allow hose pipes on site should continue.

Melrose Allotments Site Visit and Barbeque

It was RESOLVED that:

- (i) **subject to weather, an allotment site visit to the Melrose Avenue site take place immediately prior to the next Committee meeting scheduled for 23 July 2013 (Members to meet at Town Council Office Car Park at 6.00 pm to car share to site or, if walking, to meet on site); and**
- (ii) **all Members be invited to the Melrose Allotments Barbeque scheduled for Sunday 14 July 2013 12.00 noon – 3.00 pm.**

Stapleton Gardens (Lease Arrangements)

It was noted that site visits with interested candidates had taken place.

It was AGREED that:

- (i) **proposed terms of a lease agreement for Stapleton Gardens be offered to the applicant nominated by the Committee (and in the event of his/her refusal, the second choice applicant) for most suitable use of the land for cultivation with the agreed conditions; and**
- (ii) **the Clerk be authorised to finalise any such agreement in conjunction with the approval of the Committee Chairman and Vice-Chairman (as signatories of any future lease) and to refer the matter to the Committee for reconsideration if no such agreement was forthcoming.**

18. CLOSURE

The Meeting closed at 8.55 pm.

Date:.....

CHAIRMAN.....