

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 24 May 2016** at 7.00pm.

Present: Cllr G Franklin (Chairman) (in the Chair)
Cllr C Butchins
Cllr V Eni (Substitution)
Cllr Mrs S Parnell
Cllr G Silver (Substitution)

In attendance: H R O Jones – Town Clerk

Also Present: Three Members of the Public at the meeting (a total of 16 Members of the Public at Fairway Hall making a representation to object to application 16/0689/FUL).

01. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr E Silver (Other Business) (Cllr G Silver substituted) and Cllr Mrs P Strack (Other Business) (Cllr V Eni substituted).

02. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

03. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Environment and Planning Committee held on 19 April 2016 were signed as a true record.

04. PLANNING APPLICATIONS - HERTSMERE BOROUGH COUNCIL

A total of 39 applications received from the Borough Council were examined, on 29 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:

16/0728/HSE - 23 Lexington Close, Borehamwood WD6 1XA

Single storey front extension, conversion of garage to habitable room and first floor side and rear extensions

Observation - The Committee raised concerns over the adequacy of parking facilities.

26/0669/FUL - Yavneh College, Hillside Avenue, Borehamwood

Erection of a new primary school building within the grounds of the existing site, for a temporary period of two years comprising 4 classrooms, and admin block, WCs and cloak-room facilities with an external hard surfaced area and grassed soft play area following relocation of existing sports facilities
Observation - The Committee sought assurances that the school had taken account of the need for an effective traffic management system and suggested that this be factored into a transport management plan (including parking, traffic flow and pick up/drop off frequency). Some Members observed that the development would diminish the open green space availability.

16/0435/HSE - 42 Grange Road, Elstree WD6 3LY

Demolition of existing garage & erection of single storey front side and rear extension & conversion of loft into habitable room with 2 front, 2 rear and 1 side dormers (Amended Plans received 20.4.16)
Observation - The Committee felt that front dormer windows had a negative impact on the street scene.

16/0736/FUL - 114 Croxdale Road, Borehamwood WD6 4QA

Single storey front extension and conversion of 3 bedroom terrace house into 1x2 bedroom flat and 1x3 bedroom flat with three new parking spaces to rear of property
Observation - The Committee felt that the application was an overdevelopment with potential parking problems and was contrary to the street scene (H8) planning policy.

16/0441/HSE - 21 Dacre Gardens, Borehamwood WD6 2JR

Demolition of an existing outbuilding and erection of a self-contained detached ancillary “granny annexe” at rear of property (amended plan received 11.5.16)
Observation - The Committee felt that the application was an overdevelopment.

16/0689/FUL - Boreham Wood Football Club, Meadow Park, Broughinge Road, Borehamwood WD6 5AL

Construction of 2 floodlit artificial grass football pitches with alterations to associated car parking & vehicle site entrance
Observation - The Committee felt that the application was not suitable for the purpose of Town Council community events (Fireworks Night and Families Day). Meadow Park was identified as the largest green space in the centre of Borehamwood and that its reduction in size and any loss of trees should be avoided. Members felt that the additional pitches could pose a nuisance to neighbouring properties in terms of noise and floodlighting. Some Members suggested that the Football Club consider approaching the owners of the Haberdasher’s site (former rugby pitches) on Croxdale Road in order to ascertain whether additional football provision could be secured at that location as an alternative proposal.

16/0814/FUL - 1 Cleveland Crescent, Borehamwood WD6 2EW

Demolition of existing attached garage and erection of part single, part two storey side and rear extensions to facilitate conversion of existing 4 bed house into 4 self-contained flats (1x2 bed & 3x 1 bed) with bin storey, private & communal amenity space and 4 car parking spaces
Observation - The Committee felt that the family sized units (3 and 4 bedrooms) were more appropriate to meet the local need of the population.

16/0694/HSE - 1 Nicoll Way, Borehamwood WD6 2PP

Retrospective application for the retention of external & internal alterations made to existing outbuilding approved under application ref: 14/1030/HSE
Observation - The Committee felt that retrospective applications were outside of the spirit of planning law.

16/0915/FUL - 18 Kenilworth Close, Borehamwood WD6 1QF
Demolition of existing garage and erection of a two storey three bedroom end of terrace dwelling.
Minor alteration to fenestrations of existing dwelling
Observation - The Committee considered this application to be overdevelopment.

16/0802/FUL - Instalcom House, Manor Way, Borehamwood
Demolition of existing buildings and yard and erection of 29 residential units comprising 18 x 2 bed flats, 3 x 2 bed houses and 8 x 3 bed houses including associated car parking and landscaping
Observation - The Committee considered this application to be overdevelopment without sufficient infrastructure to support the development. The Committee also raised concerns over the adequacy of parking facilities.

05. PLANNING DECISIONS - HERTSMERE BOROUGH COUNCIL

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

06. NEIGHBOURHOOD PLANNING

The response to the Town Council's statement/question on ADR at Stirling Corner Static Homes Park from Barnet Council was noted.

Members also received an update report on the appointment of a Neighbourhood Planning Officer/Consultant for the Town Council.

A further update report would be made at the next Committee meeting on 21 June 2016.

07. COMMUNITY INFRASTRUCTURE LEVY (CIL)

It was noted that the CIL bid meeting at Hertsmere Borough Council was scheduled for 13 July 2016 at 6.00 pm. Cllr Mrs P Strack was asked to attend on behalf of the Town Council to submit the authority's proposals (it being noted that the date conflicted with that of the Transport and Road Safety Forum). Hertsmere Borough Council had asked for completed CIL bid forms to be submitted by 10 June 2016 as the panel would be convening for a briefing meeting on 30 June 2016.

The bid guidance was noted:

"In Hertsmere, CIL expenditure will be considered by the council's CIL Investment Panel, who will make recommendations to our Executive group. The panel is a group of cross-borough, cross-party councillors representing each of the borough's main settlements. Funding decisions will be based on bids from community service providers. Council officers will support the Investment Panel with technical briefings.

Some of the key assessment criteria that will be used to evaluate bids are:

Is the investment required to enable or mitigate the impacts of growth?

Does the proposal support any objective of the adopted local plan or any other local investment strategy?

Would investment lead to potential income generation – such as enabling more CIL liable development to come forward

Would investment reduce on-going costs placed on the council and local community in the long-term

What would be the impact if investment was delayed (additional cost)?

Are there more cost effective options for delivery?

Does the investment lever in funding from another source?

Are there other funding mechanisms available that may be available in future?

How would any future revenue costs associated with the investment be funded?

How deliverable is the infrastructure scheme?

Are there risks associated with the infrastructure scheme?

Are other statutory consents required before the infrastructure scheme could proceed?"

It was AGREED that:

- (i) **the following bids be submitted to Hertsmere Borough Council at its determining panel meeting on 13 July 2016:**

Type of infrastructure	Name of site, location or general locality	Estimated total cost	Whether CIL will be sought to cover all or part of the cost	Other potential funding sources	Any other comments
PCSO designated for Town Centre 1 April 2016-31 March 2017	Borehamwood Town Centre	£14,250	All	Hertsmere Borough Council	This activity is not budgeted in Council Precept / Budget 2016/17. A service level agreement is proposed.
Notice Board	96 Shenley Road	£3,000	All	Hertsmere Borough Council	

- (ii) details of the Town Council “top sliced” CIL receipts to date (£4,695.82) be noted with no recommendations for expenditure from this sum at this stage (noting also the requirement to submit to Hertsmere Borough Council an expenditure report before year end); and
- (iii) details of all CIL receipts to date (including Potters Bar, Radlett, Bushey and Shenley) be presented to all Town Councillors together with a copy of the report of indicative future CIL bids to Hertsmere Borough Council (produced in May 2016).

08. SUB-COMMITTEES/WORKING GROUPS

None were proposed.

09. CLERK’S REPORT

Stapleton Gardens

It was AGREED that:

- (i) **Cllr G Franklin, the Town Clerk, Grounds Team and Council Contractor meet with the neighbouring land owner at Stapleton Gardens to discuss options for site access/egress in order to address potential Highways Department concerns; and**
- (ii) **subject to the outcome of (i) above and any additional information/advice received in the meantime, the Council’s Contractor be authorised to proceed on the advice of Consensus Planning relating to the Agricultural use of the site.**

Centenary Place

It was AGREED that:

a Mayoral Engagement event relating to the renaming of Central Place to Centenary Place be organised to take place in July 2016 (with invitations to First Impressions and Hertsmere Borough Council).

Teddy’s Trails

The success of the Teddy’s Trail initiative was welcomed by all Members.

A presentation was received outlining the 9 May 2016 conducted walk of the Shenleybury Trail.

It was also noted that Sullivan’s Buses had arranged for transport to the Station and a Route Master bus to transport walkers of the 3 July 2016 Festival Conducted Walk of the Caldecote Trail.

10. CLOSURE

The Meeting closed at 9.00 pm.

It was noted that the next meeting was scheduled for Tuesday 21 June 2016 at 7.00 pm.

Date:.....

CHAIRMAN.....