

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 20 June 2017** at 7.00pm.

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

In attendance: H R O Jones – Town Clerk

**01. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

There were none.

**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 23 May 2017 were signed as a true record by the Chairman.

**04. PLANNING APPLICATIONS**

A total of 34 applications received from the Borough Council were examined, on 25 of which the Committee had no specific objections to make, subject to the views of neighbours.

17/1051/HSE - 94 Sullivan Way, Elstree WD6 3DJ

Construction of detached outbuilding at rear of property with rear access, new front boundary wall with brick piers and gate with associated landscaping to facilitate dropped kerb

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee considered the application to be overdevelopment and raised concerns over the street scene (H8).

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/1043/FUL - Woodcock Hill Farm, Barnet Lane, Elstree

Change of use and conversion of former agricultural lean-to to gym and farm shop

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee queried whether the application was in fact retrospective.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0667/FUL - 32 Oddesey Road, Borehamwood WD6 5JP

Erection of detached, two story, 2 bed house, incorporating sunken basement, associated landscaping, car parking and access on the land to the rear of the existing dwelling

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee considered the application to be overdevelopment and raised concerns over the potential effect on the water table as a result of basement development.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/1107/HSE - 84 Stapleton Road, Borehamwood WD6 5BW

Erection of front garden walls and railing (Retrospective)

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/1103/FUL - 183 Balmoral Drive, Borehamwood WD6 2QP

Removal of existing rear extension and erection of part single, part two storey rear extension to facilitate conversion of existing 1 bed house to 2 x 1 bed flats (Revised Application)

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that family sized unites (3 and 4 bedroom) were required to meet local needs.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0747/ADV - Unit 6, Stirling Industrial Centre, Stirling Way, Borehamwood

Retrospective application for the installation of a freestanding non-illuminated sign

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0731/FUL - Unit 420 Centennial Park, Elstree WD6 3TN

retrospective application for extraction duct in kitchen

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0945/HSE - 173 Aycliffe Road, Borehamwood WD6 4AU

Insertion of front dormer window into existing habitable loft space

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that rear dormer windows were preferable due to the impact on the street scene (H8).

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

17/0908/FUL - 24 Theobald Street, Borehamwood WD6 4SE

retrospective application for the erection of rear enclosure to include storage and sink area and erection of front raised structure with canopy

Observation: At its meeting on 20 June 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

*[Post Meeting Note: Comments were submitted online through the Consultee comments facility].*

## **05. PLANNING DECISIONS**

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

## **06. CIL RECEIPTS AND BIDS**

It was reported that initial CIL use suggestions from Town Councillors included:

- New notice board and benches
- Bandstand in local park (in support of Rotary project)
- Shuttle bus funding
- Additional meeting/conference space in Borehamwood
- Improved Fairway Hall facilities
- Railway Station improvements
- Roundabout improvements at Railway Station
- Support of a new Medical Centre
- Support of a new theatre

## **07. ALLOTMENTS**

### Allotment Fees 2017/18

**It was RESOLVED that:**

- (i) **the allotment fee scale for 2017/18 be set at £5.00 per pole per year with the concessionary fees (50% reduction for Senior Citizens i.e. 60+);**
- (ii) **for 2017/18 (1 October 2017 to 31 September 2018) a discounted rent be set for plot holders at Stapleton Gardens (to equate to 4 months reduction in fee);**

### Stapleton Gardens

- (iii) **the Official Opening of Stapleton Gardens Allotment site be set in early September 2017 at a date compatible with the Mayoral Engagement list; and**

### Grass Cutting

- (iv) **the Town Clerk be authorised to employ casual grass cutting assistance in July, August and September (as appropriate) to support the work of the Council Warden on the same terms as those in operation during the 2016/17 Council Year.**

## **08. STREET FURNITURE AND NOTICE BOARDS**

Members received the Clerk's update report.

**09. COUNCIL WARDEN**

Members received the Clerk's update report.

**10. CLOSE OF MEETING**

The Meeting closed at 7.55 pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on 18 July 2017 at 7.00 pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....