

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 18 July 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

**11. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

There were none.

**12. DECLARATIONS OF COUNCILLORS' INTERESTS**

There were none.

**13. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of the Environment and Planning Committee held on 13 June 2017 were signed as a true record by the Chairman.

**14. PLANNING APPLICATIONS**

A total of 40 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.

17/1010/FUL - Land at 1 and 1a Drayton Road and associated neighbouring premises at 48, 50, 52 and 52A Shenley Rd, Borehamwood

Conversion of the first floor of the existing buildings and construction of a second floor with eleven dormer windows roof lights to accommodate ten new residential units (1 studio apartment, 7 one bed apartments and 2 two bed apartments) with second floor roof terrace; associated refuse and cycle storage; demolition of existing garages at the rear and new parking layout

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee considered the application to be overdevelopment and raised concerns over the availability of adequate parking. It was also felt that family sized unites (3 and 4 bedroom) were required to meet local needs.

*[Post Meeting Note: At the time of comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].*

17/1195/DOC - Ridgehill Housing Association 12 Elstree Way, Borehamwood  
Application for approval of details reserved by condition 13 (estate management plan) of planning permission 15/0058/FUL

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee suggested that the nature of conditions could be set out in the application reports - Condition 13 in this case.

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

17/1126/HSE - 20 Todd Close, Borehamwood WD6 1FT

Conversion of garage to habitable room to include replacing existing garage door with brickwork infill and front window

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

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

17/1241/HSE - 40 Rutherford Close, Borehamwood WD6 5RZ

Conversion of garage to habitable room, replacing door with a window

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

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

17/1278/HSE - 49 Melrose Avenue, Borehamwood WD6 2BH

Conversion of garage to habitable room

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

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

17/1063/FUL - Hemini Complex, Stirling Way, Borehamwood

Roof-top extension to create additional floor to accommodate 9 self-contained flats (3 x studio, 2 x 1 bed, 4 x 2 bed)

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the land in question, being in an industrial zone, was unsuitable for residential development.

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

17/1343/FUL - 8a Shenley Road, Borehamwood WD6 1DL

Demolition of existing rear building and construction of replacement building to comprise basement and ground floor for B1 office use, first and second floors comprising C3 2x1 bed residential units and 2x studio apartments with roof terrace and courtyard

Observation: At its meeting on 18 July 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].*

17/1358/HSE - 11 Wordsworth Gardens, Borehamwood WD6 2AB

Conversion of garage to habitable room with associated external alterations

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

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

17/1384/HSE - 53 Coleridge Way, Borehamwood WD6 1AE

Conversion of garage to habitable room

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

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

17/1326/HSE - 5 Whitehouse Ave, Borehamwood WD6 1HA

Retrospective application for cabin/shed in rear garden

Observation: At its meeting on 18 July 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].*

17/1327/HSE - 5 Whitehouse Ave, Borehamwood WD6 1HA

Retrospective application for front porch and raised decking and detached outbuilding in rear garden

Observation: At its meeting on 18 July 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].*

## **15. PLANNING DECISIONS**

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

## **16. CIL RECEIPTS AND BIDS**

It was reported that a Town Council liaison meeting was taking place on 19 June 2017.

## **17. ALLOTMENTS**

**It was RESOLVED that:**

### Bee Keeping at Melrose Site

- (i) the request from A Nicodemus for beekeeping to be introduced at the Melrose site be approved, in principle, subject to the detailed proposal being submitted to the Town Clerk to assure compliance with the Council's policies and risk assessments;**
- (iii) when the beekeeping activity was confirmed, the cost of up to two hives be met by the Town Council; and**

### Stapleton Gardens

- (iii) the Official Opening of Stapleton Gardens Allotment site be set for 10 September 2017 at 1.00pm.**

## **18. WAR MEMORIALS, STREET FURNITURE AND NOTICE BOARDS**

Members received the Clerk's update report.

**It was RESOLVED that:**

### War Memorials

- (i) **Borehamwood British Legion be provided with details of Hertfordshire County Council representatives from whom to obtain permits for installing poppy wreath fittings at the Borehamwood War Memorial site (with support offered of up to £100 to meet the costs of the work, if agreed); and**

Notice Boards

- (ii) **Rev T Warr (All Saints Church) be invited to meet the Town Clerk to discuss the possibility of erecting a noticeboard at or near the church on Shenley Road.**

**19. COUNCIL WARDEN**

Members received the Clerk's update report.

**20. CLOSE OF MEETING**

The Meeting closed at 8.00 pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on 26 September 2017 at 7.00 pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....