



ELSTREE and BOREHAMWOOD TOWN COUNCIL

Fairway Hall, Brook Close, Borehamwood, Herts. WD6 5BT
Tel: 020 8207 1382



All Committee Members are hereby summoned to attend a meeting of the
ENVIRONMENT AND PLANNING COMMITTEE

which will be held on

Tuesday 18 July 2023 at 7.00pm

in Fairway Hall,

Brook Close, Borehamwood, WD6 5BT

[Meeting Open to Press & Public]

1. **Apologies:** To receive and accept apologies for absence.
2. **Declarations of Interest:** To:
 - a) receive declarations of interest from Councillors on items on the agenda.
 - b) receive written requests for dispensations for declarable interests; and
 - c) grant any requests for dispensation as appropriate.
3. **Minutes:** To confirm and sign the Minutes of the meeting held on 20 June 2023.

- **Attached**
4. **Public Participation:** To receive questions/statements from the public in relation to items on the agenda (one 3-minute slot for up to 3 Members of the Public). At the Chair's discretion, this item may be considered at a later part of the agenda.
5. **Planning Applications:** To consider Planning Applications from Hertsmere Borough Council.

- **Attached**
6. **Planning Decisions:** To receive any decisions reached on applications upon which the Committee submitted comments.

- **Attached**
7. **Neighbourhood Plan:** To receive update and agree any actions.

- **Attached?**

8. To receive and consider the June report from the Lead Site Warden

- Attached

a) Section 1 Site Warden Report

- i. This section was acknowledged at June 2023 E&P meeting.
No action required.

b) Section 2 Site Warden Report

Discuss Deferred Actions from June Meeting

- i. Potential Urgent Section 106 bids
**Addition to report - See additional appendix D for more information*
- Attached
- ii. Potential Improvement Section 106 bids

c) Section 3 Site Warden Report

- i. Stapleton Allotment Access
**Verbal Update from Lead Site Warden following Site Visit with Councillors.*
**Addition to report - See letter for amendments/approval to be sent*
- Attached
- ii. All Saints Tree Survey Works (as per June Report)
- iii. All Saints Homeless Issues (as per June Report)
**Written complaint received from member of the public*
- Attached
- iv. All Saints Groundworks (as per June Report)
- v. St Nicholas Tree Survey (as per June Report)
- vi. St Nicholas Open Churchyard Grass Cutting (as per June Report)
- vii. Grass Cutting Plans (as per June Report)
- viii. Allotment Rates (as per June Report)
- ix. Allotment Tenancy Agreement Review (as per June Report)
**Current and Potential new tenancy agreements attached*
- Attached

10. Close of Meeting: To close meeting.

The next meeting of the Environment and Planning Committee is scheduled for Tuesday 19 September 2023 at 7.00pm.

Town Council Offices
Fairway Hall
Brook Close
Borehamwood
Hertfordshire
WD6 5BT

Signed: *T Malton*

Tracey Malton
Acting Town Clerk
11 July 2023

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clerk@elstreeborehamwood-tc.gov.uk

Distribution List:

Name	Organisation	post	e-mail	courier
Cllr G Alexander - Brookmeadow	EBTC		X	
Cllr R Butler - Cowley Hill	EBTC -		X	
Cllr R Challice - Shenley Road	EBTC		X	
Cllr A Collins - Hillside	EBTC		X	X
Cllr P Kaza - Kenilworth North	EBTC		X	X
Cllr T Kumar - Hillside	EBTC		X	X
Cllr J Newmark – Cowley Hill	EBTC		X	
Cllr P Nirmalakumaran – Kenilworth South	EBTC		X	
Cllr D Ozarow – Kenilworth South	EBTC		X	X
Cllr S Parnell - Hillside	EBTC		X	
Cllr A Plancey – Brookmeadow	EBTC		X	
Cllr L Smith – Cowley Hill	EBTC		X	
Cllr Mrs F Turner – Elstree	EBTC		X	X
Library	Agenda only	X		
Borehamwood & Elstree Times	Agenda only	X		
Youth Council Secretary			x	