

**ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE**

MINUTES of a meeting held in the Meeting Room of Fairway Hall Offices, Brook Close, Borehamwood on **Tuesday 18 July 2023** at 7.00pm.

Present: Cllr P Kaza - Chair
Cllr T Kumar – Vice Chair
Cllr A Collins
Cllr D Ozarow
Cllr F Turner

In attendance: T Malton – Acting Town Clerk
S Hall – Lead Site Warden
J Simon – Admin Assistant

Members of Public: J Homewood
J Dyer

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 Tuesday 20 June 2023 were signed as a true record by the Chair.

14. PUBLIC PARTICIPATION

Two Members of the public were present to report with regard to All Saints Churchyard:

They were appalled at the state of the Churchyard when visiting their family graves. EBTC are required to maintain the area with regard to grass, paths, litter and trees but not the actual graves. Currently maintenance has ceased due to the hazard posed by human excrement, needless, detritus and drug-related paraphernalia resulting from the homeless person who lives in a tent on site. The Church is unwilling to evict the person, police can only take action if there are 5 or 6 tents. Grass cutting is also hampered by over 200 anthills, which make the area uneven and are undermining the graves. The state of the piazza was mentioned, which is the responsibility of the land owner for the cinema/bingo site. Cllr Ozarow expressed sympathy for the homeless but felt that the graveyard should not be desecrated. Closing the gates and installing higher gates was suggested. This would prevent access to the public and also the anti-social perpetrators could climb over the fence. The area needed clearing and levelling, but this would require an enforcement team from HBC. It was suggested that volunteers or pay-back workers could do this, but it required a professional clearance.

The Members of the Public left and it was agreed they would be contacted on progress.

15. PLANNING APPLICATIONS

PLANNING APPLICATIONS

A total of 27 applications were received of which 18 had no comment. Comments were:

23/0843/ADV Kiss Kiss High Street Elstree

Comment was made that development of the site was welcomed for the use of Elstree residents.

23/0809/FUL Unit 13 Stirling Industrial Centre WD6 2BT

Concern regarding Parking

23/0873/HSE 17 Warenford Way WD6 5ER

It was felt that retrospective applications were not within the spirit of the planning process

23/0898/HSE 25 Stapleton Rad WD6 5BS

Concern regarding Parking

23/0902/HSE 2 Bishops Ave Elstree

Concern regarding loss of parking

23/0932/HSE 8 Shakespeare Drive WD6 2FD

Concern regarding Parking

23/0937/OUT Land off Barnet Lane & Furzehill Road

Additional affordable homes welcomed. Concerns over loss of Green Belt, lack of amenities, traffic congestion and the cycle way too steep for safety.

23/0980/HSE 26 Aycliffe Road WD6 4JW

Retrospective application not within the spirit of the planning process

DECISIONS

Seven Decisions were received upon which comments had been made to HBC Planning

NEIGHBOURHOOD PLAN

No update was tabled. Concern were raised about the progress of the Neighbourhood Plan. A zoom meeting had been held but no member of E&P had attended. It was agreed to raise the issue at the next GMC meeting (Wednesday 26 July).

JUNE REPORT FROM THE LEAD SITE WARDEN

Section 106 Bids

Money is available both from HBC and EBTC. Urgent work is required on:

Allum Lane Allotments: Clearance, new fencing and gate. Extra storage for wheelbarrows. Site was visited by the Chair. This will prevent further or future land-grab and eventually clear the site for further plots to increase the number by 50%. This could potentially halve the waiting list (currently around 200 but not all take up the offer of a plot when contacted).

Melrose Allotments: Outstanding tree works following the tree survey. Update on the Melrose fire – the plotholder acted quickly and complied with all requests so will be allowed to remain for time being. Bollards, paths repairs and water tank needed.

Other items listed. It was agreed to go ahead with the S106 bids

Stapleton Site Access

Gary Dawson, owner of neighbouring land (outside the town, in Shenley Parish) is applying for planning permission to develop – including community hall etc. Has offered vehicle access to the site, provided the Town Council, as a neighbour, guarantees to support his application. A letter has been drafted to Mr Dawson which was agreed in order to progress obtaining permanent vehicular access to the site (at present only foot access, vehicle access is by goodwill of the owner).

Agreed that the draft letter be put to the next GMC. Legal advice can be sought at a later date. It was agreed to write to all plotholders to notify them that vehicle access may be lost after 12 months. Cllr Butler had asked for access via the public footpath and across the ditch be investigated. This has been deferred.

All Saints Churchyard Tree Surveys

Extensive tree work is required at All Saints to ensure public safety – an EBTC responsibility under the law regarding Closed Churchyards. 38 trees require attention/felling. It was agreed that quotes be obtained – possibly funded by CIL Request for CIL funding from EBTC to go to the next meeting of GMC.

Homeless persons in All Saints Churchyard

Already discussed with Members of the Public. Police will only deal with 5 or more tents, not one. It was agreed to obtain quotations for a contractor to deal with the excrement, needles, anthills etc to make the site safe for the Wardens to maintain it and for the public. To go to GMC for CIL funding.

St Nicholas Churchyard Tree Surveys

To go to GMC as per All Saints

Maintenance of St Nicholas Open Churchyard

The Church is unhappy with their current contractor and has asked for our Warden to maintain the Open Churchyard as a paid contractor. It is not a large area and can be dealt with by the current staff. It was felt that the income would be useful. The Chair objected to the Town Council charging for work and it was decided by vote (4-1) to refer the matter to GMC.

Allotment Rates and Tenancy Agreement

It was agreed to write to all tenants to say that rents would increase by £1 per pole per year from 1 October 2024. Discount given to current over 60s but in future this would be to over 65s. The price would always remain less than HBC. Agreed.

A new Tenancy Agreement was tabled – with more explanations of the rules in more simple language. It was agreed that all tenants would be required to sign the new Agreement on 1 October 2024. Rules needed to be adhered to otherwise tenants could be evicted (for non cultivation) or warned (part cultivation or non-compliant structure). Agreed.

16. CLOSE OF MEETING

The Meeting closed at 9.25pm

It was noted that the next Environment and Planning Committee was scheduled to take place on Tuesday 19 September 2023 at 7.00pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....