



ELSTREE and BOREHAMWOOD TOWN COUNCIL

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



MINUTES OF ENVIRONMENT AND PLANNING COMMITTEE

held on **Tuesday 20 June 2023** at **7.00pm** in Fairway Hall, Brook Close, Borehamwood, WD6 5BT.

MINUTES

Present:

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

Also Present:

Karen Crowhurst – Locum Clerk
2 Members of the Youth Council

Members of the public 3

1. **Apologies:** To receive and accept apologies for absence.

No apologies were received.

2. **Declarations of Interest:** To:

- a) receive declarations of interest from Councillors on items on the agenda.

There were no declarations of Members interests.

- b) receive written requests for dispensations for declarable interests; and

No written requests were received.

- c) grant any requests for dispensation as appropriate.

There were no requests for dispensation.

3. **Minutes:** To confirm and sign the Minutes of the meeting held on 22 May 2023.

RESOLVED that: The minutes of the Environment and Planning meeting held on 22nd May 2023 be accepted as a true and accurate record of the meeting.

The minutes were then signed by the Committee Chairman.

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.

The 1 member of the public informed the Committee that he is the landowner of the land adjacent to Stapleton Allotments known as Lyndhurst Farm which is contaminated land and is in the Parish of Shenley who will be considering the application as a Statutory Consultee. The landowner advised that presently the Town Council allotment holders and staff uses the path to get to the allotments, vehicular access is not permitted but is currently happening.

The landowner informed Members that he is working with developers with the aim to provide access to the allotments, enhancement of water supply toilet facilities, and the possibility of a permanent road. The landowner expressed that there is a need for support from the Town Council. If there is no support from the Town Council, this could lead to the loss of access to Stapleton Allotments which could potentially lead to the loss of all the allotments on that site.

The landowner advised that if there is no indication of support then he will have to sell to the highest bidder which would probably lead to the loss of access. Members that the land will be sold to a developer prior to any planning application submitted.

The Landowner and his colleague advised that they are looking for support from Elstree and Borehamwood Town Council to enable benefits of the scheme rather than the Council not receiving any benefits at all. Benefits will include enhanced drainage, access to Stapleton allotments, toilet facilities and providing approximately half an acre of land for a youth centre or community centre which will be gifted to the Borough Council.

5. **Planning Applications:** To consider Planning Applications from Hertsmere Borough Council.

23/0689/HSE82 Linton Avenue WD6 4QY

Single storey front, side, and rear extensions

23/0683/FUL Units 2-3 Warwick Place Warwick Road

Creation of fenced plant compounds, new air-conditioning plant, new emergency backup generator, new electrical plant including substation and transformer, new gate to rear of building and 2 new doors to front elevation.

23/0548/PD42 6 Delamere Road WD6 5AG

Single storey rear extension

23/0549/HSE6 Delamere Road WD6 5AG

Demolition of existing conservatory, construction of two storey side extension, part single, part two storey rear extension and alterations to fenestration. Conversion of loft to habitable room with rear dormer and insertion of 2 x front roof lights and 2 x side roof lights

23/0672/HSE36 Northfield Road WD6 5AQ

Construction of front porch

23/0679/VOC Dental Surgery 1 Clarendon Road

Variation of condition 2 (treatment rooms) to allow the use of 4 treatment rooms following grant of application 19/0290/VOC.

23/0703/PD560 Telecom Equipment junction of Cowley Hill & Potters Lane

Installation of 15m 5G Phase 8 monopole and associated ancillary works.

23/0710/FUL Elstree Golf Club Watling Street

Part retrospective application for alterations to the driving range building to include the relocation of entrance doors, changes to fenestration and installation of LED floodlighting and ball tracking cameras.

As the above applications deadlines have expired Members could not vet the applications as all had past the date of determination. Therefore, it was agreed not to submit comments on behalf of the Town Council.

23/0709/FUL Unit 7B Borehamwood Shopping Park Theobald Street

Change of use to a flexible use including commercial, business and service (Class E) and car sales and showroom (sui generis)

23/0737/HSE5 Shakespeare Drive WD6 2DF

Single storey rear extension and conversion of loft to habitable space to include rear dormer and insertion of 3 front roof lights.

23/9642/HSE67 Manor Way WD6 1QR

Single storey side extension, single storey rear extension and alterations to fenestration (amended plans – depth of rear extension increased by 1m)

23/0729/HSE56 Hillside Avenue WD6 1HL

Conversion of loft to habitable space including hip to gable roof alterations & rear dormer.

23/0747/HSE34 Masefield Ave WD6 2HQ

First floor rear extension (including 22/1186/PD42) & additions to roof including new side window (revised application)

23/0770/HSE 55 Deacons Hill Road Elstree

Conversion of garage to form habitable room and alterations to fenestration.

23/0684/HSE28 Bullhead Road WD6 1HS

Retrospective application for part single part two storey side and rear extension with pitched roof, conversion of loft to habitable room with hip to gable roof alterations to include rear dormer, insertion of 2 x front roof lights and 3 x side windows, alterations to fenestration and construction of 2 x detached outbuildings to rear garden.

Elstree and Borehamwood Town Council do not approve of having to consider retrospective planning applications as the appropriate planning process was not adhered to.

23/0039/FUL Boreham Wood Football Club, Meadow Park Broughinge Rd

Retrospective application for consent for secure spectator access route, erection of new turnstiles, repositioning of boundary wall, enlargement of fan zone, 3 m high screen wall to toilet block and erection of outdoor servery in fanzone (additional flooding information received on 12.4.23)

23/0850/HSE54 Balmoral Drive WD6 2RB|

Single storey front extension & insertion of 2 front roof lights (retrospective application)

Elstree and Borehamwood Town Council do not approve of having to consider retrospective planning applications as the appropriate planning process was not adhered to.

23/0850/HSE54 Balmoral Drive WD6 2RB|

Single storey front extension & insertion of 2 front roof lights (retrospective application)

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23/2147/OUT Lands to South of Aldenham Reservoir, Watford Road, Elstree

Erection of industrial / distribution floorspace (use class E/B2/B8), a flexible office/hub building (use class E), new vehicular access, associated provision of car and cycle parking and landscaping (outline application to include access, all other matters Reserved)

23/0788/HSE45 Tennison Ave WD6 2BG

Conversion of garage to habitable room to include removal of garage door and insertion of bay window to front elevation.

23/0775/FUL Unit 12 Hamilton Business Park Stirling Way

Single storey rear extension

23/0782/FUL 151A Shenley Road

Proposed self-contained commercial class E retail space.

23/0774/PD560 Telecom Equipment Adjacent to Stuart Court High Street Elstree

Installation of 15m 5G phase 8 Monopole and associated ancillary works.

Elstree and Borehamwood Town Council objects to this application for the following reasons.

1. The proposed equipment could be potentially dangerous.
2. There are considerable health and safety concerns.
3. Significant concerns regarding the equipment being so close to schools.
4. Radiation concerns. Possible impact to the Health and Safety of the pupils and Staff attending the school.

23/0703/PD560 Telecommunications equipment at junction of Cowley Hill and Potters Lane Borehamwood Hertfordshire.

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4. Radiation concerns. Possible impact to the Health and Safety of the pupils and Staff attending the school.

23/0712/FUL 11 Croxdale Road WD6 4QD

Installation of canopy to rear elevation

Applications received after despatch of the E&P Agenda

23/0767/HSE109 Coleridge Way WD6 2AF

Single storey rear extension

23/0850/HSE54 Balmoral Drive WD6 2RB|

Single storey front extension & insertion of 2 front roof lights (retrospective application)

Elstree and Borehamwood Town Council do not approve of having to consider retrospective planning applications as the appropriate planning process was not adhered to.

23/0866/HSE119 Stratfield Road WD6 1UD

Part single, part two storey side and rear extension following partial demolition of existing attached garage

23/0867/HSE24 Thornbury Gardens WD6 1RF

Retrospective planning application for single storey side extension

23/0867/HSE24 Thornbury Gardens WD6 1RF

Retrospective planning application for single storey side extension

Elstree and Borehamwood Town Council do not approve of having to consider retrospective planning applications as the appropriate planning process was not adhered to.

23/0850/HSE54 Balmoral Drive WD6 2RB|

Single storey front extension & insertion of 2 front roof lights (retrospective application)

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23/0850/HSE54 Balmoral Drive WD6 2RB|

Single storey front extension & insertion of 2 front roof lights (retrospective application)

Elstree and Borehamwood Town Council do not approve of having to consider retrospective planning applications as the appropriate planning process was not adhered to.

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

23/0392/HSE Grant 68 Danziger Way WD6 5DD

Construction of a single storey rear extension and alterations to fenestration - **Permission Granted**

23/0490/HSE 7 Thornbury Gardens WD6 1RB

Construction of single storey rear extension to include alterations to fenestration - **Permission Granted.**

23/0497/ADV 213 Shenley Road WD6 1TE

Installation of 1 banner sign (Advertisement Consent)
Permission refused.

23/0463/HSE 51 Manor Way WD6 1QR

Installation of dropped kerb and vehicle crossover -**Permission Refused.**

23/0447/FUL 302 Shenley Road WD6 1TH

Conversion of loft to form habitable space including rear dormer and 2 rooflights to front slope to enlarge first floor flat - **Permission Granted.**

23/0510/HSE 4 Darrington Road WD6 4LL

Part single, part two storey side extensions, single storey front extension and alterations to fenestration – **Permission Refused.**

23/0514/FUL 301 Shenley Road WD6 1TH

Single storey rear extension - **Permission Granted**

22/2148/FUL Aldenham Reservoir Dam, Aldenham Rd

Safety improvement works to include replacement spillway, embankment modifications (including raised crest level, provision of new water-tight element and new wave wall), outlet pipe modification and removal of trees and vegetation from the embankment slope and adjacent to the new spillway channel - **Permission Granted.**

23/0603/HSE 5 Tilehouse Close WD6 4AS

Single storey front porch extension - **Permission Granted.**

23/0583/HSE 56 Furzehill Road, WD6 2EF

Single storey side/rear extension with rooflight (Revised Application)
Permission Granted.

23/0606/HSE 13 Monksmead WD6 2LF

Conversion of loft to habitable room with hip to gable roof alterations to include rear dormer and insertion of 2 front roof lights & single storey rear extension with roof lantern (amended plans 13.6.23 & dept of rear extension reduced to 3.35m - **Permission Granted.**

23/0522/LBC 8 Allum Lane WD6 3PL

Conversion of loft to form habitable space including 3 side roof lights (Listed Building Consent) accompanying 23/0521/HSE -**Consent Granted.**

23/0521/HSE Grant Permission 8 Allum Lane WD6 3PL

As above - **Permission Granted.**

23/0648/HSE 50 Aycliffe Road WD6 4JW

First floor rear extension and new first floor side and rear windows
Permission Refused.

Members noted the decisions made by Hertsmere Borough Council.

7. **Street Trading Application** – To consider whether to comment on a proposed snack bar to trade outside 04 Elstree Way

Members considered the Street Trading Application and made the following comments:

No objections.

8. **Neighbourhood Plan:** To receive update and agree any actions.

Cllr Ozarow informed Members that a meeting has been scheduled to discuss the Neighbourhood Plan.

9. **To receive and make decisions on the report from the Lead Site Warden and approving recommendations made.**

- a) Note completed actions – See Section 1 Site Warden Report
 - i. Section 106 bids submitted.
 - ii. Allotment Waiting lists updated.
 - iii. All Saints Grass Cutting
 - iv. Lyndhurst Farm / Stapleton Allotments Meeting

Members noted the completed actions.

- b) Discuss and Approve Deferred Actions from previous E&P – See Site Warden Report Section 2
 - i. Potential Urgent Section 106 bids
 - ii. Potential Improvement Section 106 bids

c) Discuss and Agree actions for items raised by Lead Site Warden –
See Site Warden Report Section 3

- i. Stapleton Allotment Access
- ii. All Saints Tree Survey Works
- iii. All Saints Homeless Issues
- iv. All Saints Groundworks
- v. St Nicholas Tree Survey
- vi. St Nicholas Open Churchyard Grass Cutting
- vii. Grass Cutting Plans
- viii. Allotment Rates
- ix. Allotment Tenancy Agreement Review

Members of the Committee looked at the report, no comments or decisions were made. It was agreed to hold an Extraordinary Meeting to go through the report and agree any recommendations and associated costs. A meeting was scheduled for the 12 July 2023 subject to availability.

10. Close of Meeting: To close meeting.

The next meeting of the Environment and Planning Committee is scheduled for Tuesday 18 July 2023 at 7.00pm.