

# **BERKHAMSTED TOWN COUNCIL**

## **Minutes of a Meeting of the**

### **TRANSPORT & ENVIRONMENT COMMITTEE**

**Held in the Council Chamber, Civic Centre, Berkhamsted**

**On Monday 11 June 2018 at 7.30 pm**

#### **MEMBERS PRESENT:**

**Councillors:** T Ritchie (Chair)  
D Collins  
F Earl  
I Reay  
G Yearwood

#### **ALSO PRESENT:**

**Councillors:** G Corry

**Officer:** J Mason – Town Clerk

4 members of the public were present

#### **OPENING MATTERS**

**TE 50/18** To **elect a Chair** of the Committee for the Council year **2018/19**

Cllr D Collins proposed and Cllr I Reay seconded that Cllr T Ritchie be appointed as Chair for the forthcoming year. There being no other nominations Cllr Ritchie was appointed unanimously.

**TE 51/17** To **elect a Vice-Chair** of the Committee for the Council year **2018/19**

Cllr D Collins proposed and Cllr I Reay seconded that Cllr P Matthews be appointed as Vice Chair for the forthcoming year. There being no other nominations Cllr Matthews was appointed unanimously.

**TE 52/18** To receive **apologies for absence**

Apologies for absence were received from Cllr S Bateman and Cllr P Matthews. Cllr G Stevens, although not a voting committee member, had also sent his apologies.

**TE 53/18** To receive **Declarations of Interest** regarding items on the agenda

Cllr D Collins declared a personal interest in item TE 62 /18 Parking Forum Issues because he was DBC's portfolio holder with responsibility for parking.

**TE 54/18** To approve the **minutes of the meeting** held on 23 April 2018

The minutes were approved as a correct record and were duly signed as such by the Chair.

**TE 55/18** **Actions taken following the 23 April meeting** and briefing notes on other items on the agenda were set out in the Town Clerk's report attached to the agenda.

There was now a further update regarding **TE 41/18 – Castle Site Working Group** . It could now be reported that Mr A Barham and Mr J Moir of the Berkhamsted Castle Trust would be meeting English Heritage's Head Properties Curator on 25 June 2018. The meeting would be on site and was to discuss the need for a Conservation Management Plan in the context of local initiatives. The Committee concurred that this was an encouraging development.

**TE 56/18** **Chair's Communications**

The following had been received:

- (i) Household Waste Recycling Centre Update - Rigid Plastics recycling difficulties, contractor seeking further outlets;
- (ii) NHS Herts Valleys Clinical Commissioning Group 4 May 2018 e-mail re NHS updates;
- (iii) News from the Wildlife Trust - May 2018;
- (iv) The Hospice of St Francis - June news
- (v) Chiltern Walking Festival - Explore Rectory Lane Cemetery – information from Friends of St Peter's;
- (vi) Nominations for Excellence in Hertfordshire Public Health Awards information from Herts County Council;
- (vii) The Hospice of St Francis – Events over the Summer;
- (viii) Berkhamsted 20mph Zone – consultation arrangements;
- (ix) Hertfordshire County Council: Hertfordshire's Health Walkers set new record:
- (x) Permanent traffic Regulation Order (TRPO) re proposed limited waiting restrictions in Bridgewater Road, Berkhamsted;
- (xi) NALC chief executive's bulletin – 18 May 2018;
- (xii) Hertfordshire County Council: New campaign to address the dangers of home drinking;
- (xiii) Chiltern Society - Discover the Chilterns with our upcoming events

- (xiv) Minutes of the Dacorum Environmental Forum quarterly meeting 10 May 2018.

## TE 57/18 Public Participation

It was agreed that Standing Orders should be suspended so that **members of the public might speak** to item TE 58/18 below.

### ENVIRONMENT

## TE 58/18 Plastic-Free Berko

- (i) Presentation of a petition by the Plastic-Free Berko group.

The four members of the public present were from the organisation called Plastic-Free Berko. Philippa Jones explained that similar groups were setting up all over the UK with the aim of being plastic free by 2020. She hoped that the Town Council would support the following objectives:

- eliminating all single-use plastic from premises, meetings and events (in this respect the group was pleased to note that the Town Council no longer used plastic cups at meetings);
- using only re-usable coffee cups when possible and compostable cups otherwise;
- supporting Plastic-free initiatives from our group and other local sources, promoting this campaign and our events;
- nominating a committee councillor to join our steering committee;
- recommending that DBC provide dual bins on the High Street for recyclables and compostables as well as waste for landfill;
- ensuring that households are alerted to the need to place the compostable cups that the group is encouraging cafes to use in their green waste bins.

380 signatures were on the petition, having been collected at the group's stall on recent market days. People in the Town had been very enthusiastic in their support. Following further discussion about how best to influence DBC and communication issues, the Chair thanked the group for their presentation and reinstated standing orders.

- (ii) To **consider** the Town Council's response.

The Town Council supported the initiatives outlined and it was **RESOLVED** that the following actions should be taken to demonstrate such support:

- (a) The Town Clerk would contact the portfolio holder responsible for litter bins and street cleaning at DBC to advise that the group would be contacting her to present the petition to DBC and to discuss DBC's role in achieving the above objectives;
- (b) Invitations to attend events organised by the group could be sent to the Town Mayor;
- (c) Information and updates from the group could be sent to the Town Clerk for posting on the Town Council website;
- (d) Progress with this important issue would be reported regularly at Transport and Environment Committee meetings;
- (e) The Town Clerk will circulate an e-mail to all councillors asking for a volunteer to joining the steering committee.

In **conclusion it was agreed** that the problem of single use plastic would not be satisfactorily addressed until large companies and other businesses were persuaded not to use plastic, especially for food and drink packaging and containers.  
**Action Town Clerk/Plastic-Free Berko**

**TE 59/18 Play area at Normandy Drive/ Dellfield**

DBC's officer had advised that the closing date for tenders was the end of the week and the need to have the project finished in time for the summer holidays had been written into the tender documentation terms and conditions. The Town Clerk would contact him shortly to review the proposals received from contractors.  
**Action Town Clerk**

**TE 60/18 Requirement for Fencing around The Moor Play Area in Berkhamsted**

The Committee was very pleased to have been informed that DBC, in repose to the Town Clerk's most recent e-mail of 16 May, had now agreed that a perimeter fence should be installed around the play area at The Moor. The timescale and budget had still to be finalised within DBC and further information on these aspects would be sought over the course of the coming weeks.  
**Action Town Clerk**

For the avoidance of doubt, the Chair clarified that this was a separate issue to the fencing that would be required at The Moor when part of the site is used for temporary parking (see TE 62/18 below).

**TE 61/18 Berkhamsted Town Hall Garden**

- (i) Complaints made by members of the public to Cllr Beardshaw were discussed about the poor state of the garden which, in the past, has been used for photos by those celebrating events at the Town Hall. The matter had been raised with the Town Hall Manager who had been aware of the problem and had already mentioned the matter to the gardener.

- (ii) To **RESOLVED** that the Town Hall Trust should be asked to discuss this matter at their next meeting and take steps to improve the garden and maintain it appropriately in future.

**Action Cllr Reay/Town Clerk**

## **TRANSPORT**

### **TE 62 /18 Parking Forum Issues**

- (i) Multi storey Car Park project update

Cllr Ritchie presented an update on issues which would be discussed fully at the Parking Forum meeting scheduled for 18 June 2018. Following a recent meeting with DBC's project manager, he could confirm that site set up would start in October and the project would run through to May 2019. A planning application for the proposed temporary car park on The Moor, accessed via Mill Street, would be submitted in the next few weeks. The opening of that facility would coincide with the site set up time. The grass at The Moor would be reinforced by a product called CellPave which, whilst providing a strong surface, would allow the grass to breath and facilitate drainage. The area to be used for car parking would be completely separate from the remaining open space. The two areas would be separated by robust fencing.

In addition to the above temporary provision of additional parking, all spaces at St John's Well Lane car park would be available for long or short term parking. The possibility of reducing the maximum parking time at Water Lane to two hours was also being discussed. During discussion of the above the point was made that it was hoped that there should be no reduction in disabled spaces as a result of these changes.

- (ii) It was confirmed that the next Parking Forum meeting had been scheduled for Monday 18 June 2018 at 7.30 pm. In addition to the car park project, the recent consultations on restrictions to commuter parking in Bridgewater Road and the expanded 20 mph zone would also be discussed.

### **TE 63 /18 Winter Gritting Regime**

It was **noted** that a supplementary response dated 24 April 2018 had been received from HCC's Group Manager, Network Management, Highways. This had been copied to councillors and went into greater detail regarding the amount of salt being spread and the calibration used to support the spreading process.

This had been helpful, however, Cllr Yearwood had had difficulty reconciling the quantity of salt in stock with the quantity being spread on the roads. He undertook to e-mail his calculations to Cllr Reay who would raise the matter with colleagues at HCC Highways.

**TE 64/18 Town Council Speed Activated Device**

It was **agreed** that the preferred location for the speed and volume survey discussed on 23 April would be adjacent to the former Roy Chapman site. Cllr Reay kindly agreed to advise Highways staff at a meeting scheduled for Thursday 14 June 2018. **Action Cllr Reay**

**TE 65/18 Parking in disabled bays by market stall holders.**

- (i) The matter had been raised numerous times and despite assurances given by the Market Trust and the best efforts of the market manager to control parking in disabled spaces by market stall holders, the problem persisted. Despite the understanding that parking should only be permitted for a short period at set up and clear up time, this agreement was being flouted by some individuals, causing problems for disabled badge holders.
  
- (ii) Following a discussion **it was agreed** that Councillors should monitor the situation and the problem would be discussed in the light of their detailed findings at the next T & E meeting on 13 August 2018. At that meeting Cllr Corry wished to raise the issue of pavements obstructed by traders and would provide the Town Clerk with wording for an agenda item. **Action All**

**TE 66/18 Close of meeting**

The meeting closed at 8.45 pm

**Signed**.....

**Date**.....