

BERKHAMSTED TOWN COUNCIL

Minutes of a Meeting of the

TRANSPORT & ENVIRONMENT COMMITTEE

Held in the Council Chamber, Civic Centre, Berkhamsted

On Monday 12 June 2017 at 7.30 pm

MEMBERS:

Councillors: S Beardshaw
D Collins (substituting for Cllr T Ritchie)
F Earl
P Matthews
I Reay
G Yearwood

ALSO PRESENT

Councillors: G Corry
G Stevens

Officer: Mrs J Mason – Town Clerk

6 members of the public were present

OPENING MATTERS

TE 40/17 Election of a Chair of the Committee for the Council year 2017/18

Cllr Matthews advised that he was stepping down as Chair and thanked members for all their work during the course of the previous year.

Cllr Collins proposed, Cllr Reay seconded and it was agreed unanimously that Cllr S Beardshaw be elected as Chair.

Cllr Beardshaw gave a vote of thanks to Cllr Matthews for his services to the Committee.

TE 41/17 Election of a Vice-Chair of the Committee for the Council year 2017/18

Cllr Reay proposed, Cllr Collins seconded and it was agreed unanimously that Cllr T Ritchie be elected as Vice-Chair.

TE 42/17 Apologies for absence

Apologies for absence were received from Cllr S Bateman and Cllr T Ritchie.

TE 43/17 **Declarations of Interest** regarding items on the agenda

In relation to TE 52/17 Cllr Matthews advised that he was a member of Berkhamsted Citizens.

TE 44/17 Approval of the **minutes of the meeting** held on 2 May 2017

The minutes of the previous meeting held on 2 May were approved as a correct record and were duly signed as such by the Chair.

TE 45/17 Actions taken following the 2 May meeting not covered elsewhere on the agenda were noted:

- (i) TE 30/17 (and TE 22/17) Traffic Light Phasing at High Street, Kings Road and Lower Kings Road – to be followed up this month following discussions within HCC;
- (ii) TE 30/17 (and TE 22/17) No waiting loading restrictions Lower Kings Road – to be followed up now that the outcome of the MSCP judicial review is known;
- (iii) TE 30/17 (and TE 25/17) Shootersway/Kings Road junction – School holiday dates have been forwarded to HCC.
- (iv) TE 31/17 ii – Become a Local Charter Branch. The Town Council signed up and the welcome pack arrived at the start of June;
- (v) TE 34/17 – Blue Plaque Heritage Trail – BLHMS have been contacted as have English Heritage and discussions are in progress;
- (vi) TE35/17 – Memorial bench outside library – This is now in storage and investigations continue, with the help of Berkhamsted Citizens.

TE 46/17 **Chair's Communications**

- (i) Herts County Council - Walking in Hertfordshire - June (020617*);
- (ii) Herts County Council – Year of Volunteering newsletter - May (020617*);
- (iii) CAD – Invitation to volunteer centres Herts Annual Conference and Awards on 6 June 2017. (020617*)
- (iv) Summer newsletter – Hospice of St Francis (250517*)

*Date circulated to councillors

TE 47/17 Public Participation

It was **RESOLVED** to suspend Standing Orders during the course of the meeting so that members of the public might speak.

ENVIRONMENT

TE 48/17 Membership of Working Groups

Membership of the following groups was **RESOLVED** as follows:

i. Events Committee

Cllr D Collins, Cllr F Earl, Cllr T Ritchie and Cllr G Stevens were appointed.

Cllr Matthews advised that the Committee was primarily concerned with events at the Castle and to avoid clashes of events.

The Chair suspended standing orders.

Mrs J Sherwood, BLHMS, suggested that Berkofest should be organised to avoid Heritage Open Days. It was understood that this year's Berkofest would be on 9 September, however, the Town Council had no influence over cricket club bookings. Heritage Open Days are a national event held over a weekend. It was suggested that she should perhaps contact the Berkofest organisers about her concerns.

The Chair reinstated standing orders and the meeting resumed.

ii. Parish Paths Partnership

Cllr I Reay and Cllr G Stevens. The Berkhamsted Citizens will also be asked to nominate a member.

TE 49/17 Parish Paths Partnership Projects 2017:

It was **RESOLVED** that the Town Clerk would arrange a meeting so that possible projects for 2017 could be discussed.

Action Town Clerk

TE 50/17 Castle Site Working Group

- i. The **terms of reference** agreed at the working group meeting held on 17 February were **received and approved**.
- ii. Cllr Matthews gave a brief update following the meeting held on 16 May 2017. A number of investigations had been initiated and senior staff at English Heritage were involved and were very enthusiastic about the future possibilities. However, as indicated, a number of avenues would have to be investigated and evaluated. English Heritage was leading the

project and reassurances were given that no sudden decisions would be made.

The Chair suspended standing orders.

Mrs J Sherwood urged that the historic value of the Castle be preserved. In this respect, although she was not one of the core members of the group she drew comfort from the fact that Mr J Moir was included in that membership.

The Chair reinstated standing orders and the meeting resumed.

Cllr Matthews confirmed that information and advice provided by Mr Moir had been invaluable.

- iii. It was **RESOLVED** that the Full Council should be asked to consider making a contribution towards the match funding that BLHMS would require to secure Heritage Lottery Funding resilience fund monies. Mr Moir would be asked if he could attend a meeting of Full Council to present the case for such funding.

Action Town Clerk

TE 51/17 Berkhamsted Castle Liaison Group

A proposal made at the Castle Site Working Group that a meeting of the Liaison group be arranged for October 2017 was **noted and approved**. This would be an opportunity to report on the Castle Site Working Party and to review expanding that group if appropriate at the time.

Action Town Clerk

TE 52/17 s106/CIL Working Group

- i. A suggestion from Berkhamsted Citizens was **received and noted** regarding two possible projects for CIL expenditure: a drinking fountain to be installed at Butts Meadow, close to the play area; or a 'treatment' of a road in the conservation area to enhance its appearance, to demonstrate what could be achieved with a little design input and a modest budget;

The Chair suspended standing orders.

Mrs S Johnson, representing Berkhamsted Citizens explained that the suggestions above had been forwarded because the Citizens were aware that the Town Council had been considering possible projects. Following discussions with the Town Clerk she was aware that CIL monies had to fulfil certain conditions. The Town Clerk confirmed that such expenditure should "address the extra demand on infrastructure and services that are caused by development within their area and be clear on the links between infrastructure and growth."

Mrs Johnson also referred to the request set out in item (ii) below. It was felt that the T & E Committee was not a practical forum for the detailed discussions required.

Thanking Mrs Johnson for her contribution the Chair reinstated standing orders.

It was noted that CIL receipts to date totalled just under £28,000. The Committee were of the view that projects such as those suggested could be seen to meet the criteria. However, it was noted that close liaison with DBC would be helpful before committing to any expenditure, to ensure that there was no claw back at a later date if any expenditure was deemed subsequently to fall outside the guidelines.

- ii. To **consider** a request from the Berkhamsted Citizens that the working group be reinstated.

The Committee were reminded that although s106 and CIL matters had been brought into T & E for review and discussion, there was always the intention that when the project definition stage was reached a working group meeting would be called.

Following discussion it was

RESOLVED

- a. That the working group should be reinstated under the title CIL Working Group, reporting to this Committee;
- b. Regarding s106 undertakings, particularly enforcement of such obligations, the Full Council would be asked to agree which Committee should pursue these matters; the general view was that the Town Planning Committee would be appropriate;
- c. Cllrs G Yearwood; F Earl; D Collins; I Reay; P Matthews and S Beardshaw put their names forward to be members of the group;
- d. The Citizens Association would be asked to nominate a representative;
- e. The Town Clerk will arrange a meeting of the group.

Action Town Clerk

TE 53/17 Replacement of Mature Trees in High Street

- i. It was **confirmed** that the replacement trees promised had not been planted during the last planting season which was very disappointing in view of the protracted and detailed correspondence between the Town Council, DBC and HCC on this matter.
- ii. Following a discussion it was

RESOLVED

That the matter should be discussed at Full Council on 26 June. In the meantime, the Town Clerk should write a strongly worded letter to DBC

asking why previous assurances that ornamental pear trees would be planted during the 2016/17 planting season had not been fulfilled. Reference would be made to pollution, the beneficial impact of trees and the need for the relevant officers at DBC to act swiftly so that the 2017/18 planting season can see the delivery of their previous commitments. A copy of the letter would also be sent to the portfolio holder and comments would be requested in advance of the 26 June Full Council meeting.

The Chair suspended standing orders

Referring to previous tree planting projects supported by the Citizens Association, Mrs S Johnson supported the Town Council in its proposed course of action.

The Chair reinstated standing orders.

TE 54/17 The Moor Play Area – Lack of Fencing

(not Canal Fields as stated in error on the agenda)

Motion standing in the name of Cllr Beardshaw that DBC be urged to install suitable playground fencing around the play area to stop dog fouling which is spoiling the site.

The Chair suspended standing orders.

Mr Ruggles expressed his support for the proposal that fencing be installed. As a grandfather of young children, he could not understand why fencing had not been installed in the first place.

The Chair reinstated standing orders.

Cllr Matthews seconded the motion and following a discussion it was

RESOLVED

That the Town Clerk should write to the appropriate officer at DBC stating that dog proof fencing must be installed on health and safety grounds as a matter of urgency and before the forthcoming school holidays. Furthermore, a request will be made that the dog warden should visit the site on a regular basis.

TE 55/17 “Not every disability is visible” signage

Referring to an article that had been circulated to councillors, Cllr Corry outlined an initiative by Waitrose who had installed new signage, produced by the national charity Crohn’s and Colitis UK, reminding people that not every disability is visible. Such conditions are potentially life threatening and the aim is to allow sufferers to use disabled facilities without fear of criticism or challenge.

It was

RESOLVED

That the signage be drawn to the attention of DBC and other providers of toilet facilities in Berkhamsted with a request that they be asked to utilise such signage.

Action Town Clerk

TE 56/17 Ownership of lighting columns in need of repair on exit road from Tesco/Water Lane Car Park

The ownership of these lights is not acknowledged by either DBC or HCC and regular complaints are received from members of the public.

It was **RESOLVED**

That Cllr Reay would pursue the matter with HCC and report back to the Committee at the 21 August meeting.

TE 57/17 DBC sports centres, athletic and community sports services contract

It was **RESOLVED** that the retendering of the contract with Dacorum Sports Trust should be referred to the next Full Council meeting to endorse the proposal that:

- i. DBC be asked why the decision to terminate the current arrangements with the Dacorum Sports Trust was made;
- ii. Seek assurances from DBC that the retendering process will not result in any reduction in the current level of service and that such service would in fact be enhanced.

Action Town Clerk

Cllr Matthews undertook to monitor the situation, keep the Town Council informed and report back at the 21 August meeting.

Action Cllr Matthews

TRANSPORT

TE 58/17 Berkhamsted Town Council Parking Forum

- i. The notes of the Parking Forum held on 24 May 2017 were received.
- ii. The revised terms of reference, included with the notes, were approved.

TE 59/17 Parking at Hill Top Road

Following a number of complaints from residents about inconsiderate and obstructive parking, it was

RESOLVED

That HCC be strongly advised that the proposed double yellow lines must be installed as a matter of urgency.

Cllr Reay advised that although this scheme was being processed it would be prioritised against other proposals on safety grounds. This meant that it was likely that it could be two years before completion took place.

Action Town Clerk

TE 60/17 Parking in disabled bays by market stall holders

- i. Following discussions at the 2 May meeting (TE 36/17 (i) refers) it was noted that a helpful e-mail dated 12 June had been received from Steve Barnes, Parking Services Team Leader, DBC. This was in response to the Town Clerk’s 19 May letter to Nicholas Brown.

- ii. Cllr Matthews proposed and Cllr Collins seconded that Cllr F Earl and Cllr I Reay be nominated to attend the meeting with the market manager and the Chair of Berkhamsted Market Fund to discuss this issue. (TE 36/17 ii refers.) The Town Clerk will arrange a meeting and send a letter in advance setting out the concerns that need to be addressed at that meeting.

Action Town Clerk/Cllr Earl/Cllr Reay

TE 61/17 Gossoms End – request for speed restrictions

Recent representations made to Cllr Matthews on behalf of residents that speed restrictions should be applied in Gossoms End on safety grounds were considered.

Following discussion, it was agreed that these representations could be borne in mind should 20 mph zones be extended.

TE 62/17 The meeting closed at 9.16 pm.

Signed.....

Date.....