

## **BERKHAMSTED TOWN COUNCIL**

Minutes of the Meeting of the

### **TOWN PLANNING COMMITTEE**

held in the Council Chamber, Civic Centre, Berkhamsted on

**5 June 2017 at 7.30 pm**

#### **MEMBERS PRESENT:**

Councillors: A Armytage  
S Beardshaw  
J Jones  
B Newton  
I Reay  
G Stevens  
G Yearwood

#### **ALSO PRESENT:**

Mrs J Mason - Town Clerk

5 members of the public were present

- TP 79/17**                    **Election of a Chair** for the forthcoming year
- It was proposed by Cllr Newton, seconded by Cllr Beardshaw and unanimously **RESOLVED** that Cllr Armytage be elected as Chair for the Council year 2017/18.
- TP 80/17**                    **Apologies for Absence**
- There were no apologies for absence.
- TP 81/17**                    **Election of a Vice Chair** for the forthcoming year
- It was proposed by Cllr Armytage, seconded by Cllr Beardshaw and unanimously **RESOLVED** that Cllr Newton be elected as Vice Chair for the Council year 2017/18.
- TP 82/17**                    **Declarations of Interest** regarding items on the agenda
- Cllr Jones declared a personal interest in application 4/01124/17/LDP because the applicant is related to her.

Cllr Stevens declared personal interests in the following applications:  
4/00935/17/ FUL and 4/00936/17/LBC because the architect is known to him;  
4/01032/17/FHA because the architect is known to him;  
4/01032/17/FHA because the architect is known to him;  
4/01019/17/FUL because an objector is known to him.

It was noted that the development set out in application 4/01082/17/FUL is situated at a property neighbouring the Town Council's offices.

**TP 83/17**                      **Minutes of the Previous Meeting** held on 8 May 2017

The minutes of the meeting held on 8 May were approved as a correct record and were duly signed as such by the Chairman.

**TP 84/17**                      **Chair's Communications**

**LAIS1399 Neighbourhood Planning Act 2017 – 16 May circular from HAPTC** (Circulated to Councillors 240517)

**Road Traffic Orders**

- i. Notification had been received from Hertfordshire County Council of the temporary closing and temporary waiting restrictions in various roads in Berkhamsted:
- Shootersway from its junction with Cross Oak Road to its junction with A416 Kings Road  
Alternative route will be via Cross Oak road, A4251 (High Street/London Road) and A41
  - A416 Kings Road from its junction with A4251 High Street to its junction with Shootersway  
Alternative route will be via A4251 (High Street/London Road) and A41
  - A416 Kingshill Way from its junction with Chesham Road/A41 to its junction with Shootersway  
Alternative route will be via A41, A4251 (London Road/High Street) and Cross Oak Road

The Order is needed because works are proposed to be executed on or near the roads from 1 June 2017 for a period of up to 18 months. The restrictions specified shall only take effect at the times indicated by signs on or near the Roads.

- ii Notification had been received from Hertfordshire County Council of the temporary closing of Egerton Road during a residents' street party from 12.00 midday and 6.00 pm on Saturday 17 June 2017, when signs are in place.  
The purpose of the Order is to ensure public safety and prevent accidents for the duration of the 'Residents Street Party'.
- iii Notification had been received from Hertfordshire County Council of the temporary closing of Victoria Road from its junction with A4251 High Street to its junction with Highfield Road for a distance of approximately 264 metres from 1 June for a period of up to 18 months. Restrictions will be indicated by signs on or near the Roads. An alternative route will be via A4251 High Street and Highfield Road.

The Order is needed because works are proposed to be executed on or near the Roads.

- iv Notification had been received from Hertfordshire County Council of the temporary closing of Bank Mill from number 11 for a distance of approximately 55 metres. An alternative route will be via Bank Mill, Ivy House Lane, George Street, Gravel Path, Ravens Lane, A4251, Bank Mill Lane and Bank Mill.

The Order is needed because gas connection works are proposed to be executed on or near the road. The Order shall come into force on 19 June 2017 for a period of up to 18 months. The restrictions will be indicated by signs on or near the road.

#### **Tree Preservation Order**

None received.

#### **Licensing**

None received.

### **TP 85/17**

#### **Section 106 Agreement Enforcement**

- i. To consider concerns raised regarding enforcement of the approved plans at the New Lodge development, Bank Mill Lane, Berkhamsted.

The Chairman suspended standing orders to enable Mr P Crosland, representing Berkhamsted Citizens, to speak. He requested the Town Council's support in ensuring that the s106

obligations relating to application 4/01115/12/MFA be enforced. The development had been completed in 2015 and the agreed walkway and cycle way, linking to a reconstructed bridge over the Bulbourne, had still not materialised. These facilities are essential to enhance the amenity of the area and for the safety of pedestrians and cyclists. Although Mr Crosland had been in frequent correspondence with the planning/enforcement officer the conditions continued to be flouted.

Thanking Mr Crosland for his contribution the Chairman reinstated standing orders.

- ii. To agree what action should be taken by the Town Council on this matter.

Cllr Stevens reported that he too had been in contact with the planning officer on several occasions and similarly had received no response. Committee members were very concerned that people were being forced to walk along Bank Mill rather than being able to use the route intended by the conditions. Consideration might should be given to installing a barrier to protect people exiting the new development onto Bank Mill.

It was **RESOLVED** that the Town Clerk should write to James Doe, Assistant Director, DBC and to the developer expressing the Town Council's serious concerns and asking that the legally binding conditions and obligations be enforced as a matter of urgency.

S106 Town and Country Planning Act (1990).

## TP 86/17

### **Public Participation**

It was agreed to suspend standing orders further to invite public participation during the course of the meeting on items on the agenda.

The Chairman suspended standing orders and Mrs S Johnson, chair of the Citizens Association Townscape Committee spoke. She drew attention to changes to DBC's planning management software which she felt rendered the system unwieldy. In addition, links to planning applications were not working nor could comments by members of the public and other consultees be opened.

Thanking Mrs Johnson for her comments the Chairman reinstated standing orders.

The Town Clerk advised that Mrs McHugh, Administration Officer, had raised these problems with planning officers. As a result, the link to plans had now been fixed and DBC were working on restoring access to comments. Committee members were concerned about these issues and the Town Clerk will pass such concerns on to DBC officers.

**TP 87/17**

The Committee considered forms and drawings for applications relating to the Town of Berkhamsted received from Dacorum Borough Council (DBC) and it was **RESOLVED**:

That DBC be informed of the Council's comments and observations, if any, as follows. The Council trusted that due regard would be taken of any objections which might be received from neighbours in the vicinity:

{At this point, for the convenience of members of the public application 4/00934/17/FHA was considered and is minuted below in original numeric order for ease of cross referencing to the agenda.}

**4/03305/16/FUL**

Installation of 10 parking bays to land at Salters Close, Land East of 18, Loxley Road. (EP)

**No objection.**

The Town Council would suggest to DBC that the pavements used in constructing the parking area should be laid out in such a way as to delineate each parking space.

**4/00279/17/FUL**

**AMENDED / ADDITIONAL PLANS / INFORMATION**

Removal of existing door canopy. Installation of retractable awning and illuminated projecting sign at 157 -159 High Street, Berkhamsted. (RM)

It was **noted** that this application has been withdrawn.

**4/00280/17/ADV**

Removal of existing door canopy, installation of retractable awning and illuminated projecting sign. Suspended projecting name sign with painted steel frame and inset ceramic tiled panel and painted logo at 157 – 159 High Street. (RM)

It was **noted** that this application has been granted. Notwithstanding, DBC will be advised that the Town Council is opposed to the granting of such permissions which contribute to a proliferation of internally illuminated signage incompatible with the Conservation Area.

4/00385/17/ADV

**AMENDED / ADDITIONAL PLANS / INFORMATION**

Edge lit illuminated fascia sign at 186 High Street. (SR)

**Objection.**

The Town Council is opposed to the granting of applications for internally illuminated signage in the Conservation Area. The comments made in the Planning Officer's 5 May e-mail to the Town Clerk advising that internally illuminated signs are acceptable on modern shopfronts were noted. However, the Town Council disagrees with this view.

P120; Berkhamsted Conservation Area Character Appraisal and Policy Statement.

4/00934/17/FHA

Proposed single and two-storey rear extension, single storey front extensions and internal reconfiguration at Linden, Kitsbury Terrace. (IK)

The Chairman suspended standing orders to enable the applicant, Mr Ray, to speak.

He advised the Committee that his family had lived in the house since 2000 but had now outgrown the space. A neighbour had commented that the height of the single storey extension should be reduced by 6-7 inches and was also concerned about overlooking from rooflights. In this respect Mr Ray said he would be happy to reinstate screening between the properties.

Thanking Mr Ray for his contribution the Chairman reinstated standing orders.

**No objection.**

4/00935/17/FUL

Extension of science block, infill extension of existing colonnades, internal alterations, additional hard play/parking areas at Ashlyns School, Chesham Road. (TK)

**No objection.**

4/00936/17/LBC

Extension of science block, infill extension of existing colonnades, internal alterations, additional hard play/parking areas at Ashlyns School, Chesham Road. (TK)

**No objection.**

4/00945/17/TCA **FOR INFORMATION ONLY**  
Works to trees at Berkhamsted Castle, Brownlow Road. (RM)

**Noted.**

4/00958/17/FUL Repairs and refurbishment to rear deck area. Replacement of one window to rear elevation. Landscaping to the rear. Minor refurbishment works at The Bull, 10 High Street. (IK)

**No objection.**

4/00959/17/LBC Repair and refurbishment of rear deck area. Replacement of one window to rear elevation. Landscaping to rear. Minor refurbishment work at The Bull, 10 High Street. (IK)

**No objection.**

4/00984/17/FHA Removal of two glass panels to front door and replacement with marine ply. Painting of front door and alleyway door at 10 Clarence Road. (JG)

**No objection.**

4/01003/17/FHA Proposed rear dormer with additional window to side elevation. Demolition and rebuild of remaining chimney stack at 334 High Street. (AH)

**Concern.**

In view of the likelihood of overlooking caused by the proposed side window the Town Council would suggest that it be fitted with obscure glass.

Appendix 3 (i)

4/01019/17/FUL Demolition of existing dwelling and construction of two semi-detached dwellings (**AMENDED SCHEME**) – 15 Chestnut Drive. (RM) (Letter dated 9 May 2017)

See comments below.

4/01019/17/FUL **AMENDED / ADDITIONAL PLANS / INFORMATION**  
Demolition of existing dwelling and construction of two semi-detached dwellings (**AMENDED SCHEME**) – 15 Chestnut Drive. (RM) (Letter dated 15 May 2017)

**Objection.**

The proposals represent an overdevelopment of the site and are out of keeping with the street scene because of bulk and mass. The side facing doors and windows will result in loss of amenity due to overlooking of adjacent property. The increased number of occupants at each of the proposed properties will result in inadequate parking provision.

CS 12

4/01027/17/FUL Replacement of grass playing field with artificial grass pitch at Berkhamsted School, Kings Road. (EP)

See comments below.

4/01027/17/FUL **AMENDED / ADDITIONAL PLANS / INFORMATION**

Replacement of existing grass pitch with an artificial grass pitch, 1.93m fencing adjacent to Kings Road and the vehicle access to the Sports Centre, 3m high fencing adjacent to the existing school buildings and flood lighting around the pitch at Berkhamsted School, Kings Road. (EP)

**No objection** subject to all commitments set out in the Planning, Design and Access Statement dated April 2017 being included as conditions of any permission granted. These include undertakings that the floodlighting would only be used during term time between October to March, that such use would cease at 6.30 pm and use of the lights would be limited to eight hours a week.

4/01032/17/FHA Two-storey front extension. Replacement of tile hanging with timber cladding. New front wall and gates at 3 Lanrick Copse. (JG)

**No objection.**

4/01042/17/FHA Construction of single storey Oak frame extension at South Lodge, Shootersway Lane. (AH)

**No objection.**

4/01044/17/LDP **FOR INFORMATION ONLY** - Single storey rear extension at 30 Woodlands Avenue. (RM)

**Noted.**

4/01047/17/FHA Loft conversion with rear facing dormer and front and rear roof lights at 71 Ellesmere Road. (JG)

**No objection.**



4/01060/17/FUL Demolition of existing property and replacement with two 3-bed dwellings at 2 Kitsbury Road. (AH)

**Objection.**

The development would be an overdevelopment of the site and would have inadequate parking provision.

CS 12; Appendix 3 (iii); Appendix 5 (i).

4/01032/17/FHA One and two-storey rear extension at 2 Orchard Avenue. (JG)

**No objection.**

4/01082/17/FUL Removal and replacement of existing kitchen extraction system. Roof alterations. Rear extensions at 157 – 159 High Street. (RM)

**Concern**

This is a retrospective application. The Town Council deplores this practice prevalent amongst developers to disregard the planning process.

Turning to the specifics of the development, the noise from the extraction system is extremely irritating, distracting and intrusive to surrounding offices and impacts on neighbours' enjoyment of fresh air from open windows, especially during summer. This is because the noise is even greater if office windows are opened and in addition residual restaurant odours are a nuisance. The Town Council would strongly urge that if permission is granted the systems is regularly maintained and that attenuators be fitted to shield the compressor and other noise producing components.

4/01093/17/LBC Removal and replacement of vestibule roof and existing windows at 289 High Street. (NR)

**No objection.**

4/01094/17/LDP **FOR INFORMATION ONLY** - Detached garage to rear at 1 Oakwood. (IK)

**Noted.**

4/01109/17/FUL Conversion of existing barn to 2-bed dwelling at rear of 1 Middle Road. (AH)

**No objection.**

4/01117/17/TCA **FOR INFORMATION ONLY**  
Works to Copper Beech tree at Cairnpark, 330 High Street.  
(NG)

**Noted.**

4/01118/17/FHA Single storey rear extension and alterations to existing front porch at 17 Murray Road. (AH)

**No objection.**

4/01124/17/LDP **FOR INFORMATION ONLY**  
Loft conversion at 72 Valley Road, Northchurch. (RM)

**Noted.**

4/01142/17/FHA Single storey side and rear extensions, replacement of garage, internal alterations and loft conversion at 2 North Road. (RM)

**Concern.**

The rear dormers have the potential for overlooking of neighbouring properties.

4/01146/17/FHA Replacement window at 23 Nightingale Lodge, Cowper Road.  
(JG)

**No objection.**

4/01160/17/FHA Single storey rear extension and loft conversion at 26 Cross Oak Road. (JG)

**No objection.**

4/01177/17/FHA Garage conversion and single storey rear extension with pitch roof and three rooflights at 19 Hillside Gardens. (AW)

**No objection.**

4/01185/17/FHA Single storey front extension and associated alterations at 57 Bridgewater Road. (AH)

**No objection.**

- 4/01188/17/TCA      **FOR INFORMATION ONLY**  
Works to trees at 14 Ellesmere Road. (OD)
- Noted.**
- 4/01189/17/FHA      Demolition of existing conservatory. Single storey rear extension at 4 Lombardy Drive. (AH)
- Concern.**
- The Town Council would ask that the planning officer assesses the impact of the 45° rule of the adjacent neighbour.
- 4/01194/17/FHA      Loft conversion to form habitable room with rear dormer window at 12 Kitsbury Road. (MH)
- No objection.**
- 4/01248/17/TCA      FOR INFORMATION ONLY - Works to trees at 1 Cloister Garth. (RM)
- Noted.**
- 4/01255/17/TCA      FOR INFORMATION ONLY - Works to trees at land at Three Close Lane Cemetery, Three Close Lane. (IK)
- Noted.**
- 4/01267/17/TCA      FOR INFORMATION ONLY - Works to trees at land at Three Close Lane, Three Close Lane. (IK)
- Noted.**
- TP 88/17                      Planning Appeals**
- To was **noted** that no Planning Appeals have been received.
- TP 89/17                      Planning Appeal Decisions**
- To was **noted** that no Planning Appeal Decisions have been received.
- TP 90/16                      Planning Decisions**
- The planning decisions circulated with the agenda were **noted**.
- Cllr Stevens drew attention to a concern raised by a resident in the Swing Gate Lane area where it appeared that the plans that

had been granted permission were being disregarded. This case had been referred to the planning officer and the enforcement team; it appears to be yet another example of failure to follow the due and lawful planning processes.

**TP 91/16**

The meeting closed at 9.05 pm.

**Signed.....**

**Date.....**