



BERKHAMSTED TOWN COUNCIL

Tel: 01442 800146
Email: townclerk@berkhamstedtowncouncil.gov.uk
Website: www.berkhamstedtowncouncil.gov.uk

2nd Floor, Civic Centre
161 High Street, Berkhamsted
Herts HP4 3HD

MINUTES

TOWN PLANNING COMMITTEE MEETING

Monday 10th October 2022 at 7.30 pm

Council Chamber, Civic Centre, Berkhamsted

MEMBERS PRESENT:

Councillors: G. Stevens – Chair
A. Armytage
G. Corry
A. Foster
J. Jones
P. Fisher
P. de Hoest

ALSO PRESENT:

Officers: S. Severn – Town Clerk
D. McGlynn – Deputy Town Clerk (minutes)

Members of Public: None

TP 162/22 To receive Apologies for Absence

Apologies were **received** and **approved** from Cllr P. White.

TP 163/22 Declarations of Interest

- i. It was **noted** that Cllr Stevens declared an interest in application no. 22/02901/FHA as the Architect was known to him, no. 22/02628/ROC as the Objector was known to him and no. 22/02897/TCA as the Applicant was known to him.
- ii. No written requests for dispensations for declarable interests were received; and
- iii. No requests for dispensation were granted.

TP 164/22 To receive Minutes of the Previous Meeting held on 28th September 2022

The Minutes of the previous meeting held on 28th September 2022 (previously circulated) were **received** and **approved** by the Committee as a correct record and, as such, could be duly signed by the Chair of the Meeting.

TP 165/22 To receive Chair's Communications

1. Road Traffic Orders

The following Road Traffic Orders were **received** and **noted** by the Committee (papers previously circulated with the Agenda):

- i. THE HERTFORDSHIRE (TEMPORARY CLOSING OF A4251 HIGH STREET, BERKHAMSTED) ORDER 2022
- ii. THE HERTFORDSHIRE (TEMPORARY CLOSING OF NEW ROAD, BERKHAMSTED) ORDER 2022

2. Tree Preservation Orders

None had been received.

TP 166/22 Public Participation

No members of public were present.

TP 167/22 Licensing Applications

- i. No premises licence had been received:
- ii. The following Pavement Licences were received and discussed:
 - a. M055104 - **Per Tutti**, 222 High Street: it was **noted** that Cllr Foster had submitted comments to the Licensing Officer with regards to the placement of the proposed tables and chairs.
 - b. M055150 - **Cafe Epicure Ltd**, 223 High Street: the Committee had **no objection** to this application.
- iii. The Committee discussed matters of street trading, street licensing and planning permission arrangement for "A" boards on Berkhamsted High Street, in particular with regards to issues arising in relation to obstructions and accessibility. It was **agreed** that no action from the Town Planning Committee was required.

TP 168/22 Multi Storey Car Park Update

No updates had been received.

TP 169/22 To receive and note the Hertfordshire County Council (Berkhamsted 61) Diversion Order 2022 (ref. TP 76/22)

The Committee **noted** that the Hertfordshire County Council (Berkhamsted 61) Diversion Order 2022 had been issued and was currently available on the Council's website and noticeboards. Anyone wishing to comment on the diversion should do so by 25th October 2022 to Angela Simpkins at Hertfordshire County Council, as instructed on the Order.

TP 170/22 To consider, for Resolution, forms and drawings for planning applications relating to the Town of Berkhamsted received from Dacorum Borough Council.

Details of all planning applications and appeals can be found on Dacorum Borough Council's website: <https://planning.dacorum.gov.uk/publicaccess/>

| DBC Ref* | Proposal | Location | Case Officer |
|-----------------|---|---|---------------------|
| 22/02794/FHA | Proposed lower ground floor, ground floor and first floor rear extensions, floor plan redesign and all associated works. No objection | 42 Charles Street | JM |
| 22/02868/FHA | Change from hipped gable end rear extension to gable rear extension. Change to 2 windows: window to rear elevation in dormer changed to glazed doors with juliette balcony, roof light on south elevation made wider where hip has been removed. Concern the Committee expressed a concern about the proposed roof lights being set at ridge level and requested that the Case Officer consider any potential breach of policy in respect of dormer windows. SLP App7 A7.2 (vi) – Dormer Windows. | 61 Egerton Road | BC |
| 22/02890/FHA | Single storey rear extension No objection | 17 Ashridge Rise | IBD |
| 22/02901/FHA | Rear dormer, front and rear rooflights, and new side window. Formation of bin and cycle storage area in front garden. No objection | Colenso Cottage Doctors Commons Road | IBD |
| 22/02904/FHA | Single storey rear and two storey rear extension. Single storey link extension and garage conversion, side facing windows to the flank elevation. No objection Whilst the Committee had no objection to this application, it was requested that the fenestration be non-opening to bedroom 4 and obscured glazing. | Arewa, Shootersway | JG |
| 22/02923/FHA | Rear dormer roof No objection | 7 George Street | NG |
| 22/02926/FHA | Loft conversion with dormer extension and rooflights to rear roofslope, rooflights to front roofslope and new window to side gable at loft level. No objection Whilst the Committee had no objection to this application, it was requested that the proposed new window to side gable be obscure glazing and non opening and that the Case Officer attention be drawn to | 4 Cloister Garth | IBD |

| | | | |
|--------------|--|--|----|
| | the adequacy of parking provision, given the increase in number of bedrooms to the dwelling. | | |
| 22/02929/FHA | Alterations to existing rear outbuilding including changes to fenestration and roof. No objection | Brook Cottage Bank Mill Lane | LB |
| 22/02960/FHA | Single storey rear extension. Single storey porch to front elevation. No objection | 19 St Katherines Way | LB |
| 22/02965/FHA | Proposed ground floor rear extension with new rooflights and associated internal alterations No objection | 3 Gilbert Way | NQ |
| 22/02981/FHA | Construction of Orangery No objection | 21 Ashlyns Road | NQ |
| 22/02958/FUL | First Floor Extension No objection | Nucleus House 36B Lower Kings Road | EP |
| 22/02995/FUL | Rear single storey, semi-permanent timber raised terrace with pergola roof to create additional seating. The Committee referred this application to the DBC Conservation & Design Officer. | 222 High Street | RF |
| 22/02997/FUL | Revised entrance ramp and addition of 2 awnings / canopies Objection The property is situated in a prominent location within the Conservation Area and the proposed development detracts from its listed building setting, whilst also introducing a hazard. CS 27 - Quality of the Historic Environment | 222 High Street | RF |
| 22/02628/ROC | Variation of condition 2 (approved plans) attached to planning permission 21/03765/FUL (Construction of detached dwelling and associated access.) Objection The Committee objected to this application on the grounds of loss of amenity to the neighbour by way of overlooking. CS12 | 21A Hall Park | EP |
| 22/02902/LBC | Internal alterations to 235 -239 High street (Almshouses) to form fire break compartmentation in the roof void stitch repairs to the gable end wall of 235 High street. | 235 - 241 High Street | JM |

| | | | |
|--------------|--|--|-----|
| | <p>Formalisation of alterations proposed repairs to 241 High street.</p> <p>The Committee referred this application to the DBC Conservation & Design Officer Officer.</p> | | |
| 22/02973/LBC | <p>Lowering threshold of existing rear bay window doors and replacement of existing modern timber doors with new. Lower internal floor level of existing annex</p> <p>No objection</p> | 103 High Street | EP |
| 22/02996/LBC | <p>Rear single storey, semi-permanent timber raised terrace with pergola roof to create additional seating</p> <p>The Committee referred this application to the DBC Conservation & Design Officer.</p> | 222 High Street | RF |
| 22/02924/TPO | <p>Works to trees</p> <p>The Committee requested that this application be referred to a DBC Trees and Woodlands Officer and that any felled tree be replaced with a suitable species. It was however noted that no report was available on the DBC Portal for this application.</p> | Victoria Church Of England Primary School Prince Edward Street | LMC |
| 22/02945/TPO | <p>Works to trees and felling of trees</p> <p>The Committee requested that this application be referred to a DBC Trees and Woodlands Officer.</p> | Castle Village Shop The Mansion Britwell Drive | IBD |
| 22/02878/TCA | <p>Tree works</p> <p>The Committee requested that this application be referred to a DBC Trees and Woodlands Officer, noting that the Applicants had stated that any felled tree would be replaced with a suitable species.</p> | 7 Park Street | IBD |
| 22/02885/TCA | <p>Fell Trees</p> <p>The Committee requested that this application be referred to a DBC Trees and Woodlands Officer and that any felled tree be replaced with a suitable species.</p> | 19 Castle Street | IBD |
| 22/02891/TCA | <p>Fell and works to trees</p> <p>The Committee requested that this application be referred to a DBC Trees and Woodlands Officer and that any felled tree be replaced with a suitable species.</p> | 51 High Street | IBD |
| 22/02897/TCA | <p>Tree works</p> <p>The Committee requested that this application be referred to a DBC Trees and Woodlands Officer.</p> | 16 Montague Road | LMC |
| 22/02931/TCA | <p>Works to trees</p> <p>The Committee requested that this application be referred to a DBC Trees and Woodlands Officer.</p> | 23 North Road | IBD |

| | | | |
|--------------|---|-------------------|-----|
| 22/02977/TCA | Works to tree The Committee requested that this application be referred to a DBC Trees and Woodlands Officer. | 3 New Manor Croft | IBD |
|--------------|---|-------------------|-----|

TP 171/22 To receive and note Planning Appeal Decisions

None had been received.

TP 172/22 To receive and note Planning Inspectorate Appeal Decisions

None had been received.

TP 173/22 To receive and note Dacorum Borough Council Planning decisions (19/09/2022 – 02/10/2022)

After a brief discussion, the Committee **noted** the contents of the schedule of planning decisions made by DBC between 19th September 2022 and 2nd October 2022, which had been circulated with the Agenda.

TP 174/22 To discuss and decide upon any changes to the Town Planning Committee’s Planning Application Consultation Process (ref. TP 146/22)

It was **agreed** to approve the proposed changes to the way the Committee Chair reviews applications ahead of Committee meetings to improve efficiency and save time. Going forward, the Chair, in consultation with Cllrs Armtage and de Hoest (or another member delegated by them in their absence), will pre-review, triage and prepare notes ahead of each Town Planning meeting to facilitate and streamline review at the relevant meeting by the full Committee. The proposed changes would not affect the Committee’s general consultation process and, as such, it was deemed that no amendments to the Committee’s Terms of Reference would be necessary.

TP 175/22 Close of meeting

The meeting closed at 20:40 hours.

Signed:

Cllr G. Stevens, Chair

Dated:

Dates of next meetings:

Mon 7th November 2022

Mon 29th November 2022

Mon 19th December 2022