

**MINUTES OF THE 43<sup>rd</sup> ANNUAL MEETING OF TRING TOWN COUNCIL HELD  
IN THE COUNCIL CHAMBER, THE MARKET HOUSE, HIGH STREET, TRING ON  
MONDAY 16<sup>th</sup> MAY 2016 AT 7.30 p.m.**

**Present:** Councillors: S. Hearn  
J. Bowden  
Mrs O. Conway  
H. Grace  
Mrs P. Hearn  
M. Hicks  
P. Hills  
N. Hollinghurst  
N. Nutkins  
Mrs R. Ransley  
C. Townsend  
G. Wilkins

**Also Present:** Mr M. Curry, Town Clerk  
Mrs D. Slade, Deputy Town Clerk

19 members of the public

**18246. ELECTION OF MAYOR**

Before calling for nominations, Cllr S. Hearn, as Mayor for the Council year May 2015-2016, thanked all the members of the Council for their support during the year. He felt it had been a very good year with the Council making decisions on an inclusive, collective basis, acting proactively and achieving a great deal. He also thanked all the staff for their help and hard work.

Cllr Mrs P. Hearn congratulated Cllr S. Hearn on a fine year of office, a very busy year during which a large sum of money had been raised for charity.

Cllr Mrs Ransley added her congratulations. She said it was lovely to see Cllr S. Hearn conduct the Office throughout Charter 700 in his own, inimitable style

It was **PROPOSED** by Cllr S. Hearn and **SECONDED** by Cllr Mrs O. Conway that Cllr M. Hicks be elected Town Mayor for the ensuing year. There being no further nominations, it was unanimously **RESOLVED**: That Councillor M. Hicks be elected Town Mayor to hold office until his successor became entitled to act as Town Mayor at the next Annual Meeting of the Council.

Cllr M. Hicks gave his consent to signing the Declaration of Acceptance of Office and put on the Mayoral Chain of Office. He took the Chair and said that he was honoured to accept the position. He continued that Cllr S. Hearn was a hard act to follow. A priority of his is to promote access to sport for the young and the old. He will continue to press his opposition to the inclusion of the gypsy and traveller site included in Dacorum Borough Council's plan for Local Allocation 5.

**18247. APPOINTMENT OF DEPUTY MAYOR**

Cllr Hicks opened the item to appoint a Deputy Mayor for the Council Year May 2016 to May 2017

It was **PROPOSED** by Cllr Mrs P. Hearn and **SECONDED** by Cllr H. Grace that Councillor G. Wilkins be appointed Deputy Mayor for the ensuing year. There being no further nominations, it was unanimously **RESOLVED:** That Councillor G. Wilkins be appointed Deputy Town Mayor to hold office until the next Annual Meeting of the Council.

**18248. TO RECEIVE APOLOGIES FOR ABSENCE**

All members present

**18249. TO MAKE DECLARATIONS OF INTEREST**

None

**18250. TO CONFIRM THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 21<sup>ST</sup> MARCH 2016**

**RESOLVED:** To accept the Minutes and for the Mayor to sign them.

**18251. APPOINTMENT OF COMMITTEES**

A copy of the existing committee structure and a proposal for the membership of those committees were circulated prior to the meeting. Cllr Mrs Ransley confirmed details of the minority party substitutes: Cllr Hollinghurst Buildings & Assets; Cllr Townsend Planning; Cllr Bowden Allotments & Environment; and Cllr Ransley Finance & Policy

**RESOLVED:** To retain the existing committee structure with the membership proposed

**18252. ELECTION OF COMMITTEE CHAIRMEN**

Cllr Mrs P. Hearn put forward the following proposal for the chairmanship of the agreed Committees:

- Planning – Cllr S. Hearn
- Finance & Policy – Cllr Mrs P. Hearn
- Building & Assets – Cllr Mrs O. Conway
- Allotment & Environment – Cllr G. Wilkins
- Town Plan & Infrastructure – Cllr Mrs P. Hearn
- Staffing – the Mayor

Those nominated all expressed their willingness to undertake the duty.

**RESOLVED:** To accept the proposed Councillors for the chairmanship of the agreed committees.

**18253. TERMS OF REFERENCE FOR STANDING COMMITTEES**

The existing terms of reference for Standing Committees were circulated prior to the meeting. Cllr Townsend proposed the removal of item (iv) (e) from the Finance & Policy Committee's terms of reference, which was agreed.

**RESOLVED:** To accept the existing Committee Terms of Reference subject to item (iv) (e) being removed from the Finance & Policy Committee's terms of reference

**18254. APPOINTMENT AND NOMINATION OF REPRESENTATIVES ON OUTSIDE BODIES**

The existing representation was circulated prior to the meeting. The Royal British Legion Tring Branch (now The Berkhamsted, Tring and District Branch of the Royal British Legion) and the Orchard Children's Centre Partnership Board (disbanded) were removed from the list. Cllr Hollinghurst will investigate the representation on the amalgamated board succeeding the Orchard Children's Centre Partnership Board. The Mayor is the Council's representative on Dementia-friendly Tring and Cllr Grace had taken the role of representative at Tring Sports Forum during the year.

**RESOLVED:** To approve the representatives on outside bodies as amended above.

**18255. DATES OF FUTURE MEETINGS & THE 'MEET YOUR COUNCIL' INITIATIVE**

The Clerk explained that one change had been made to the draft previously presented: the Finance & Policy Committee meeting and Allotment & Environment Committee meeting at the end of May and beginning of June respectively have been switched to accommodate the year-end financial process.

**RESOLVED:** (i) To approve the schedule of meetings as presented  
(ii) To approve dates of the 'Meet Your Council' initiative  
(iii) To attend the Summer Carnival

*Cllr Wilkins left the meeting (due to illness) at 7:48*

**18256. MATTERS OF REPORT FROM THE MINUTES**

A letter from Tring School was received explaining that a team was not entered for the Technology Tournament due to turnover in the Design & Technology Department, including the teacher who usually organised the entry.

Vivianne Child has written, thanking the Council for the Community Award and nominating her charities.

**18257. TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY DESIRE TO LAY BEFORE THE MEETING OF THE COUNCIL**

The Mayor attended the following functions in his civic role:

14 <sup>th</sup> Apr	Royal Anglian Regiment Freedom of Entry in Hemel Hempstead
24 <sup>th</sup> Apr	'Clean for the Queen' & Dacorum Borough Council Civic Service in Boxmoor
4 <sup>th</sup> May	Buckinghamshire County Council Annual Reception at Halton House
12 <sup>th</sup> May	"Don't Leave Me Now" production at Pendley (Deputy Mayor)
14 <sup>th</sup> May	Tring Lions 43 <sup>rd</sup> Charter Evening

15<sup>th</sup> May      Aylesbury Vale District Council's Civic Service at St Mary's  
Church Aylesbury

The Clerk reported the following correspondence:

1. A complaint about parking in Friars Walk – on the pavement, close to the junction with Frogmore St, both sides of the road and obscuring drives
2. Details of the Tring Midsummer Fun Run on Wednesday 22th June
3. A complaint on the state of the cemetery which Cllr Conway has investigated. Dacorum Borough Council has been conducting work that has improved the site e.g. planting of a rose garden.
4. The schedule on the introduction of LED street lights
5. A letter from Harvey Alison on a possible approach by the Council to BT about laying fibre in the High St – currently there are no plans to install fibre in HP23 4AF
6. Correspondence from HSBC on the closure of the High St branch
7. A request to hold a food festival style event on Church Square from a commercial organisation – it was agreed to refer this matter to the Building & Assets Committee
8. Chilterns Conservation Board seeking nominations for a Parish Council rep on the Board
9. HAPTC seeking nominations to their Executive Committee

**18258. PUBLIC PARTICIPATION**

Standing Orders were suspended at 7:59 pm **by resolution** to allow members of the public present to speak.

3 Residents of Parsonage Place spoke in opposition to the planning application 4/01053/16/FUL on the grounds that the proposed development would:

- (i) Result in the loss of a parking space and create additional demand for space in an area where there was already a deficit. With insufficient space to turn in Parsonage Place the additional burden on parking would cause serious disruption, possibly dangerous as the effect split back onto the busy Frogmore Street near the central cross roads. Difficulties already occur with deliveries to the business based in Parsonage Place (Staff are denied parking there).
- (ii) Be out of keeping in an area of high housing density
- (iii) The entrance to the proposed development would be directly onto a narrow vehicle access point and was inherently dangerous

The owner of the Tithe Barn, a listed building, explained how it had suffered fire damage by a previous building having been built too close. Building so close would also inhibit maintenance.

The applicant (4/01053/16/FUL) explained the reasons behind the application and how the [initial] occupancy would not add to the demand for car parking spaces.

The applicants (4/01039/16/FHA, 4/01149/16/FHA, and 4/01210/16/FHA) explained the reasons behind their applications.

A neighbour of application 4/00962/16/FHA opposed the proposed development on the grounds that it was overdevelopment, would cause overshadowing and be detrimental to the visual amenity.

The applicant (4/00962/16/FHA) explained how the southerly aspect would not cause overshadowing and using velux windows would not result in loss of privacy. Permission had been granted previously for a similar development but this had lapsed. Pre-application advice had been sought.

Standing orders were resumed **by resolution** at 8.12pm.

**18259. STANDING COMMITTEES**

The minutes of the following meetings were considered:

- (i) Planning Committee held on 4th April 2016
- (ii) Allotments & Environment Committee on 4th April 2016
- (iii) Planning Committee held on 25th April, 2016
- (iv) Buildings & Assets Committee on 25th April, 2016

**RESOLVED:** To receive and adopt the minutes listed above

**18260. PLANNING APPLICATIONS**

The Council considered planning applications that had been referred by Dacorum Borough Council for observation of this authority. It was decided to request the Local Planning Authority to take the following comments into consideration when determining the under-mentioned applications.

**PLAN REF. NO.**

4/00955/16/TCA Remove yew tree at 17 Western Road, Tring HP23 4BQ for Ms Belinda Brown

**The Council recommended no objection to this application subject to the Tree Officer's report**

4/00962/16/FHA First floor extension at The Gambles, Bunstrux, Tring HP23 4HT for Mr and Mrs S Hickey

A copy of correspondence had been received from the applicant in response to a letter of objection by a neighbour sent directly to Dacorum Borough Council

**The Council recommended no objection to this application**

4/00960/16/FHA Removal of existing conservatory, addition of ground floor kitchen, extension to bedroom 3, new ground floor roof at 46 Christchurch Road, Tring HP23 4EH for Mr Jamie Capaldi

**The Council recommended no objection to this application**

4/01022/16/OPA Change of use from office to residential at 55a High Street, Tring HP23 5AG for Mr Michael Atkin

**The Council recommended no objection to this application**

4/01039/16/FHA Single storey side and rear extensions and loft conversion at 40 Grove Park, Tring HP23 5JR for Ms Karin Voller

**The Council recommended no objection to this application**

4/01043/16/FHA Rear extension and erection of a side dormers to match existing at 83 Beaconsfield Road, Tring HP23 4DW for Mr Vincent Green

**The Council recommended no objection to this application, but subject to a comment drawing the Case Officer's attention to the design to the windows**

4/00927/16/TPO T1 Sycamore, reduce lateral growth over garden by 1-2m and this remaining crown by approx. 15%. T2 Sycamore, reduce lateral growth over garden by 1-2m and thin remaining crown by approx. 15% at 11 Okeford Drive, Tring HP23 4EQ for Mrs Fuller

**The Council recommended no objection to this application**

4/01005/16/LDP *For information only* Garage conversion at 5 Nursery Gardens, Tring HP23 5HZ for Mr Simon Shipley

**The Council noted to this application but expressed concerns about the loss of parking provision**

4/4/01063/16/RET A single storey timber framed summer house at 3 Longfield Road, Tring HP23 4DQ for Mrs Julia Cox

Correspondence had been received from a neighbour supporting the application

**The Council recommended no objection to this application.** The potential for overlooking from the raised position being mitigated by non-permanent occupancy

4/01053/16/FUL Construction of a separate two storey maisonette adjacent to 7/7A Parsonage Place, Tring HP23 5AT for Mr G Cox

Correspondence had been received from a neighbour opposing the application

**The Council recommended rejection of this application.** The grounds for rejection being the proximity of the proposed development to a listed building. A previous fire demonstrating the need for

access and also the potential risk to adjacent properties. The proposed development is in a historical part of the town and is out of keeping. The loss a parking space would aggravate a difficult position.

4/01149/16/FHA Replacing sliding doors and kitchen window with bay windows on front elevation. New front door at 9 Cobbetts Ride, Tring HP23 4BZ for Mr and Mrs B Salmon

**The Council recommended no objection to this application**

4/01210/16/FHA Demolition of single storey side extension. Construction of two-storey side extension. New pitched roof over existing bay window. New porch. Additional parking at Taransay, 35 Goldfield Road, Tring HP23 4AZ for Mr and Mrs Andrew Pietropaulo

**The Council recommended no objection to this application**

4/01226/16/FHA Single storey rear extension at 12 Beech Walk, Tring HP23 5JQ for Mr Ronnie Christie

**The Council recommended no objection to this application**

**LIST OF DECISIONS BY DACORUM BOROUGH COUNCIL IN RESPECT OF RECENT PLANNING APPLICATIONS**

4/00610/16/FHA Permission granted for demolition of existing garage. Construction of single storey side extension, with associated internal works and external timber decking at 9 Deans Close, Tring HP23 4AS

4/00839/16/TCA Raise no objection to works to tree at The End House, Church Yard, Tring HP23 5AE

4/00278/16/FUL Permission granted for shop front alterations and colour change, construction of new ramps, canopy and cold room to rear and replacement air-conditioning units at Co-op Foodstores, 2-4 Silk Mill Way, Tring HP23 5EP

4/00634/16/FUL Permission granted for alterations to east and south elevations of existing office building at 72-80 Akeman Street, Tring HP23 6AF

4/00678/16/ROC Permission granted for removal of Condition 14 (sustainable homes) attached to planning permission 4/01155/14/FUL (change of use from sui generis to residential (C3), demolition of existing depot, retention of existing perimeter wall, construction of two storey

residential accommodation comprising of four two bedroom flats and one three bedroom dwelling with associated car parking, cycle shelter, refuse/recycling store, fencing, landscaping) at Council Depot, Queen Street, Tring HP23 6BQ

- 4/00158/16/FHA\* (amended plans) Permission granted for part two storey and part single storey rear extension to replace existing conservatory at 30 Elm Tree Walk, Tring HP23 5EJ
- 4/00683/16/FHA Permission granted for single storey side and rear extensions, and loft conversion (re-submission) at 3 Evans Way, Tring HP23 5UJ
- 4/00615/16/FHA Permission granted for two storey side extension and front porch at 1 Woodland Close, Tring HP23 6BY
- 4/00673/16/FUL Permission granted for change of use from estate agents (A2) to gents barbers (A1) and tattoo parlour (sui generis) at 58 Western Road, Tring HP23 4BB
- 4/00715/16/FHA Permission granted for single storey rear extension at 47 Dunston Hill, Tring HP23 4AT
- 4/00491/16/FHA Permission granted for single storey side extension at 31 Deans Furlong, Tring HP23 4AR
- 4/00714/16/ROC Permission granted for variation of Condition 10 (approved plans) attached to planning permission 4/02936/15/FUL (demolition of existing bungalow and construction of replacement dwelling with associated access, garaging and parking) at High Drive, Aylesbury Road, Tring HP23 4DJ
- 4/00806/16/TPO\* Permission refused to remove T3 Western red cedar tree at 3 Beech Grove, Tring HP23 5NU
- 4/00955/16/TCA Raise no objection to remove yew tree at 17 Western Road, Tring HP23 4BQ

**RESOLVED:** To note the planning decisions of Dacorum Borough Council

**18261. APPEAL AGAINST ENFORCEMENT NOTICE**

An appeal (Ref APP/A1910/C/16/3147414 & 3147415) Myrtle Cottages has been lodged.

The Clerk reported that the Town Council objected to the original application as it did not comply with permitted development rights. The building overlooks the 5'8" fence causing privacy issues to both neighbouring properties.

The Council had no objection to the amended application but asked for a reduction in height; however it was rejected outright by Dacorum Borough Council.

At appeal, the Inspector raised further issues concerning what was in effect a building in the green belt and for this reason dismissed the appeal. This led to Dacorum taking enforcement action – as a building the only resolution being to remove the structure entirely.

The Town Council agreed with the Inspector's ruling and the consequential need to remove the structure. Given Dacorum would present this case it was considered unnecessary to make a representation.

**18262. TEMPORARY TRAFFIC REGULATION ORDERS**

TRO 9234 - Members welcomed the work being done, but asked that the disruption to businesses and residents on the sections of road closed be minimised. The Clerk was asked to convey this to Hertfordshire County Council and to ask for improvements in the quality of the maps presented.

The Council were pleased to see the number of street parties being arranged for the Queen's 90<sup>th</sup> Birthday Celebrations. 6 related TROs have now been received.

**18263. GRANT APPLICATION:** To consider a grant application from Signpost

**RESOLVED:** To refer the application to the next Finance & Policy Committee for detailed consideration because of the amount requested.

**18264. THE CLERK'S FINANCIAL REPORT AND TO CERTIFY THE ACCOUNTS FOR PAYMENT**

A report on the conduct of the financial year-end and preparation of the annual return was circulated prior to the meeting. It also highlighted points of note relating to financial matters since the last Council meeting.

**RESOLVED:** (i) To confirm and certify the schedule of payments as presented  
(ii) To approve the schedule of regular payments and 'automated' payments

**18265. OUTSIDE BODIES**

Members gave reports of meetings attended when representing the Council:

Cllr Hicks                      Attended a play on Alzheimer's organised by Iain Rennie

Cllr Grace                      Reported that the scheduled meeting of Tring Sports Forum was cancelled. He has been approached by several clubs asking for a visit from the Mayor

Cllr Hills                      Attended a meeting of the Dacorum Environmental Forum where a talk was given on the future of Ashridge and an update given on Dacorum's Street Champions Project

- Cllr Townsend      Attended a FOTCH Trustee meeting. He reported on the success of the family fun day
- Cllr Hollinghurst      Attended the Bus Users Group AGM
- Cllr Ransley      Told Members that there will be a tea party for the Queen's Birthday at Farmers' Market on the 11<sup>th</sup> June 2016
- Cllr Conway      Attended the Justice & Peace Group meeting, who are collecting clothing for migrant children

Cllrs Conway & P. Hearn attended a meeting of Tring Charities

**18266. TRING YOUTH TOWN COUNCIL**

Minutes of the Youth Town Council meetings held on the 16<sup>th</sup> March 2016 and the 27<sup>th</sup> April were circulated prior to the Council meeting. Cllr S. Hearn will attend the next meeting to be held on Wednesday 8<sup>th</sup> June at 4:00 pm

**RESOLVED:** To note the minutes

**18267. LOCAL ALLOCATION 5 THE LAND BETWEEN ICKNIELD WAY & AYLESBURY ROAD**

Since the meeting on the 26<sup>th</sup> April to discuss the public examination, notes of which were circulated, the following actions have been taken:

- Papers have been prepared on:
  - The preparation of the Core Strategy, Site Allocations & Local Plans
  - The Town Council's input at each stage
  - Dacorum's selection of possible Gypsy & Traveller Sites
- An on-site meeting held with a landscape agency. Their initial response to the project has been received
- A letter sent to the Chairman of Buckinghamshire County Council on their sites near Tring
- Contact made with the Chiltern Conservation Board's Planning Officer
- The Clerk and David Gauke MP will be meeting Cala Homes onsite on the 20<sup>th</sup> May 2016

The Clerk explained the powers to justify the expenditure and compliance with the financial regulations. The Clerk was asked to prepare a paper for the next Council meeting detailing the powers with examples where they had been used in similar circumstances, if possible, to ensure the Council was not acting ultra vires.

**18268. CLOSURE OF THE NEW SURGERY**

The notice of consultation on the future of the practice was circulated prior to the meeting. The need to safeguard the local provision was agreed for the following reasons:

- The need to access GP services in the location due to high proportions of elderly residents and young families locally
- The need for an infrastructure to support the necessary number of suitable doctors

- The provision must be able to cope with the new developments in the Town

There was concern expressed at the lack of professionalism at the drop in sessions e.g. visitors not being given forms, assisted in completing the forms and no evidence of recording comments made during discussions

**RESOLVED:** to convey the Town Council's concerns to Herts Valley Clinical Commissioning Group

**18269. BULBOURNE CAR PARK**

**RESOLVED:** to do such repairs as necessary to make the surface safe

The meeting closed at 9.46 pm

Chairman