

**MINUTES OF THE MEETING OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE MARKET HOUSE, HIGH STREET, TRING ON MONDAY 18<sup>th</sup> DECEMBER 2017 AT 7.30 p.m.**

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

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

6 Members of the public

**19036. TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Townsend (prior appointment)

**RESOLVED:** To accept the absence for the reason given

**19037. TO MAKE DECLARATIONS OF INTEREST**

Cllrs Mrs Hearn & Mrs Conway explained that they would not take part in item 19042 as members of Dacorum Borough Council's Development Control Committee.

**19038. TO CONFIRM THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 20<sup>th</sup> NOVEMBER 2017; EXTRA-ORDINARY MEETING HELD ON 11<sup>th</sup> DECEMBER 2017 AND EXTRA-ORDINARY MEETING HELD ON 12<sup>th</sup> DECEMBER 2017**

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

**19039. MATTERS OF REPORT FROM THE MINUTES**

**Following the presentation to the Town Council, Cala is:**

- Planning a public event in January and are investigating more appropriate venues
- The information given at the public exhibition in Wiggington is available on the Cala website and the web address has been widely circulated in West Tring
- Any comments/queries Cala have received from people who could not attend the public exhibition have been sent paper copies of the consultation boards and SAE for comments

### **Dacorum Borough Council's Town & Parish Council Conference**

Councillors Ransley, Hicks and Mrs Hearn attended as well as the Clerk & Deputy Clerk. Presentations were given on:

- Finance – generally positive in the sense of the savings that had been achieved, but stressed the extent to which Central Government funding had been cut
- Data Protection – unfortunately Carina Helm could not attend. An item on this agenda
- Emergency Planning – a topic which the Town Council should consider in the New Year
- Community Led Housing
- Community Grants
- Planning – a general introduction to the Issues & Options Consultation

### **Dacorum Borough Council's Issues & Options Consultation**

- The Town Council's response was submitted on Wednesday 13<sup>th</sup> December 2017
- Copies were circulated to all members by email
- A copy will be posted on the Town Council's website
- A copy of the Chilterns Conservation Board's response has been received

### **'Meet Your Council'**

- The majority of comments were issues for Hertfordshire Highways e.g. faded/missing white lines. These have been reported
- Concern was expressed at the closure of the Nat West Bank (item 19050)
- Anti-social behaviour Kingsley Walk/Spider Park; reported to the PCSO
- Damage to public seat in Dolphin Square; reported to Dacorum Borough Council
- Cllr Ransley reported favourable comments from members of the public about holding the 'Meet Your Council' events
- The Clerk thanked Cllr Hills for taking two sessions on such a cold day

### **19040. TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY DESIRE TO LAY BEFORE THE MEETING OF THE COUNCIL**

Events attended by Mayor:

- 23<sup>rd</sup> November Wildlife Photographer of the Year launch at NHM Tring
- 24<sup>th</sup> November Tring Christmas Festival
- 1<sup>st</sup> December Connect Dacorum Community Lunch
- 2nd December Community Christmas Concert at Victoria Hall
- 9th December Presentation of Atkins Cup and certificates to winners of shop window competition at the Shop Local event held on Church Square
- 14th December Tring U3A 10th Anniversary Celebration

The Clerk had received the following items of correspondence:

- Police & Crime Commissioner's News Letter
- Details of a consultation on the admission arrangements for Bishop Wood School 2019/20
- Meeting dates of the Dacorum Environmental Forum

**19041. PUBLIC PARTICIPATION:**

Standing orders were suspended at 7.46pm to allow members of the public attending the meeting to speak.

- Neighbours of St Francis School (Application 4/03167/17/MFA)
  - Noted favourably the changes that had been made in the latest application; the changes addressed the vast majority of issues
  - Had no objection to the application accepting it as the best achievable
  - Would like a comment made to ensure protection of the trees in the north west corner of the site
- A neighbour of application 4/03011/17/FHA spoke in opposition due to loss of privacy

Standing orders were reinstated at 7.52pm

**19042. PLANNING APPLICATION:**

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.**

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4/02906/17/FHA	Demolition of garage and conservatory and construction of granny annexe at 1 Longfield Gardens, Tring HP23 4DN for Mr Hall  The Council recommended <b>no objection</b> to this application, but asked that a condition be applied that it would only be used by relatives of the residents of the main dwelling
4/03003/17/FHA	Single storey rear extension at 1 King Street, Tring HP23 6BE for Ms Newberry  The Council recommended <b>no objection</b> to this application
4/01034/17/FHA	Amended/additional plans Detached garage with loft at 20 Brookfield Close, Tring HP23 4ED for Mr Gentry  The Council recommended <b>no objection</b> to this application
4/03011/17/FHA	New windows to existing flank wall at 1 Counters, Miswell Lane, Tring HP23 4EU for Mr Hawkins  The Council recommended <b>no objection</b> to this application, but with a comment that obscure glass be considered as a condition to protect privacy
4/03026/17/TCA	Remove trees form boundary wall at 27A Park Road, Tring HP23 6BN for Mr Unsworth  The Council recommended <b>no objection</b> to this application subject to the Tree Officer's report

- 4/03167/17/MFA Demolition of existing buildings, construction of 31 dwellings, alterations to existing vehicular access on to Aylesbury Road, landscaping and introduction of informal open space (amended scheme) at Convent of St Francis de Sales Preparatory School, Aylesbury Road, Tring HP23 4DL for WE Black Ltd
- The Council recommended **no objection** to this application with a comment that the protected trees on site be safeguarded unless proven to be diseased, when they should be replaced with suitable species with natural resistance
- 4/03038/17/FHA Application to form infill to connect the proposed extension (4/02657/17/HPA) and the proposed outbuilding (4/02660/17/LDP) at 4 Fields End, Tring HP23 5ER for Mr Fraser
- The Council recommended **no objection** to this application

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

The Council noted the following decisions by Dacorum Borough Council.

- 4/02442/17/FHA Permission granted for single storey rear and first floor side extensions and rear dormer window at 5 Hastoe Row, Church Lane, Hastoe, Tring HP23 6LU
- 4/02858/17/LBC WITHDRAWN Refurbishment and change of use of 81 & 82 Akeman Street from offices to 2 residential dwellings with private gardens, associated parking and amenity space and partial demolition of offices at 81-82 Akeman Street, Tring HP23 6AF
- 4/02315/17/FUL Permission refused for replacement of two storey workshop with 2-bed dwelling at 61 Longfield Road, Tring HP23 4DF
- 4/02610/17/FUL Permission granted for demolition of outbuilding. Construction of new dwelling at Westoe, 51 Station Road, Tring HP23 5NW
- 4/01977/17/FUL Permission refused for construction of 4 new dwellings with amenity space, car parking and cycle storage. Private gated access drive. Proposed retaining wall of contiguous piling and stepoc block retaining wall with green wall and native tree and shrub soft landscaping at land to the rear of the Old Silk Mill, Brook Street, Tring HP23 5EF
- 4/02441/17/ADV Permission granted for new permanent advertisement signage at 74 High Street, Tring HP23 4AF
- 4/02440/17/FUL Permission granted for new permanent advertisement signage and change of use from photography studio and shop to private dining chef's table restaurant (A3) and bar (A4) with wine tasting cellar at 74 High Street, Tring HP23 4AF
- 4/2569/17/FUL Permission granted for construction of shade sail at 9 Akeman Street, Tring HP23 6AA
- 4/02651/17/FHA Permission granted for demolition of existing garage and conservatory. Single storey side and rear extensions at 10 The Greenway, Tring HP23 4JA

- 4/02551/17/FHA Permission granted for part two storey, part single storey front and rear extensions, rendered finish to existing brickwork. (Revised scheme) at 4 The Beeches, Tring, HP23 5NP
- 4/02667/17/FHA Permission granted for two storey side and rear extension, part single storey rear extension and porch at 13 Meadow Close, Tring HP23 5BT

**RESOLVED:** To note the planning decisions received

**19043. TEMPORARY TRAFFIC REGULATION ORDERS**

Cllr Hollinghurst, in his role as County Councillor, introduced the four public consultations on proposed parking restrictions schemes (circulated prior to the meeting) at:

- New Mill Terrace junction with Grove Road
- Wingrave Road junction with Elizabeth Drive
- Park Road junction with Langdon Street
- Station Road

Details of a further consultation to extend the Tring Station controlled parking zone were circulated at the meeting.

**RESOLVED:** To note the consultations received.

**19044. PREMISES LICENCE APPLICATIONS**

None received

**19045. STANDING COMMITTEES**

- (i) Planning Committee held on 4<sup>th</sup> December 2017
- (ii) Allotment and Environment Committee held on 4<sup>th</sup> December 2017

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

**19046. OUTSIDE BODIES**

Members gave reports of meetings attended when representing the Council:

- Councillor Bowden informed the meeting that the fir trees behind the Community Centre would be removed by Dacorum Borough Council (including those that had come down during the snow)
- Councillor Mrs Ransley reported that the Community Centre would be signing a new lease in the New Year; she also attended Dacorum Borough Council's Town & Parish conference and the Christmas Fair. She noted the excellence of the yarn bombing on Church Square
- Councillor Hills attended the Christmas Fair
- Councillor Hicks advised members of the problems he had incurred with the Dacorum Borough Council website when trying to submit his response to the Issues & Options consultation. He attended the Christmas Fair
- Councillor Grace reported on the Sports Forum's response to the Issues & Options consultation. He attended the Christmas Fair
- Councillor Mrs Hearn commented on the positive feedback received at the Public meeting on the extent to which the Town Council had engaged with the community when preparing its response to the Issues & Options

consultation. She thanked the Clerk and Deputy Clerk for all their hard work. She had obtained a copy of the Hertfordshire County Council's response to the Issues & Options consultation in relation to Dunsley Farm

**19047. TRING YOUTH TOWN COUNCIL**

Cllr Hills will attend the next meeting.

**RESOLVED:** To note the minutes (15<sup>th</sup> November 2017) received

**19048. THE CLERK'S FINANCIAL STATEMENT AND TO CERTIFY THE SCHEDULE OF PAYMENTS**

The Clerk took the members through the Income and Expenditure reports circulated prior to the meeting. He explained the actions required as a result of the internal auditor's interim visit.

- RESOLVED:**
- (i) To note the internal auditor's report and accept the recommended actions
  - (ii) To approve the Clerk investigating alternative banking arrangements and investment options
  - (iii) To approve the schedule of payments as circulated

**19049. THE IMPLEMENTATION OF THE GENERAL DATA PROTECTION REGULATIONS**

The HAPTC presentation on the subject was circulated prior to the meeting with a 12 step checklist to prepare for the GDPR.

The Clerk highlighted the key changes and implications for compliance by 25<sup>th</sup> May 2018.

- RESOLVED:**
- (i) To consider the available options for appointing a Data Protection Officer (including an external service)
  - (ii) That individual councillors will need to develop their own knowledge of the regulations. Guidance will be provided as and when available
  - (iii) That the Clerk will review the administrative and data systems and seek advice as necessary to ensure compliance, reporting areas of concern to the Council
  - (iv) That the Council will consider if it needs to obtain a third party assessment
  - (v) That a working party of the Council be established to assist with compliance
  - (vi) That the Clerk contact the Council's insurers to determine the cover that can be obtained and under what conditions
  - (vii) That the Clerk contacts the Council's contractors to determine that steps are in hand to ensure their compliance

**19050. CLOSURE OF THE NAT WEST BRANCH IN TRING**

The following points were noted:

- The information provided by Nat West was wrong
- The closure would put a severe strain on the Post Office
- There should be provision of basic facilities such as obtaining cash and making cheque and cash deposits e.g. a 'foyer' style centre (not necessarily in a town centre location)
- Whether an alternative supplier e.g. Metro Bank would be interested in opening a branch

**RESOLVED:** That the Clerk write to Nat West to discuss the possibility of re-evaluating their plans as it is the last bank to town

The meeting closed at 8.59 pm

Chairman