

**MINUTES OF THE MEETING OF TRING TOWN COUNCIL HELD REMOTELY
(DUE TO CORONAVIRUS LOCKDOWN) ON MONDAY 22nd JUNE 2020 AT 7.30 p.m.**

Present: Councillors: R. Ransley
P. Elley
P. Hearn
R. Hollinghurst
A. MacDonald
P. McDowell
N. Nutkins
B. Patterson
H. Piper
C. Townsend

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

20111. TO RECEIVE APOLOGIES FOR ABSENCE

None received

20112. TO MAKE DECLARATIONS OF INTEREST

Cllr Hearn would not take part in the discussions relating to Licensing Applications (Item 20120) as a member of Dacorum Borough Council Licensing Committee

Cllr McDowell explained that he would not take part in item 20118 as a member of Dacorum Borough Council's Development Management Committee.

20113. TO CONFIRM THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 18th MAY 2020

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

20114. MATTERS OF REPORT FROM THE MINUTES

The Clerk reported the following:

- Dacorum Borough Council has informed that there is a casual vacancy on the Council following the death of John Bowden. The vacancy will be advertised and if 10 or more electors request it, an election will be held on 6th May 2021
- An extra-ordinary meeting of the Council will be held on 29th June 2020 to discuss the issues relating to the sale of the Bulbourne land holding to Dacorum Borough Council for the provision of affordable housing subject to the meeting being open to the public via Google Meet
- A meeting of the Staffing Committee will be arranged
- Memorial Gardens – there is a plaque honouring all those who have lost their lives in conflicts since WW1

20115. TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY DESIRE TO LAY BEFORE THE MEETING OF THE COUNCIL

The Clerk reported receipt of the following:

- The Tring Local Station Plan and the Cheddington Local Station Plan have been circulated to all members.
- The Clerk attended a remote meeting relating to the Berkhamsted and Tring Transport Strategy (also circulated) and has a meeting with the project lead tomorrow.
- The Tring Town Council website has a Covid 19 dedicated page with useful information updated regularly. Information is also circulated to other organisations when appropriate.

20116. PUBLIC PARTICIPATION:

In view of the coronavirus pandemic, the meeting was taking place in a virtual setting. Members of the public had been requested to send their comments to the Clerk in advance of the meeting for circulation to Councillors.

Comments received on planning applications were distributed to all Councillors prior to Planning Working Party's consideration of its recommendations.

20117. 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.

- | | | |
|--------------|---|---|
| 20/01106/FHA | Porch extension to front of house at 55 Kingsley Walk, Tring HP23 5DR for Mr Peter-Henry Mander | The Council recommended no objection to this application |
| 20/01292/FHA | Loft conversion at 3a Western Road, Tring HP23 4BE for Mr and Mrs C Cowpe | The Council recommended no objection to this application |
| 20/01318/FHA | Removal of existing window and lowering of brickwork to accommodate new patio doorset at 2 Timberlakes Church lane, Hastoe, Tring HP23 6QB for Mr John Popple | The Council recommended no objection to this application |
| 20/01339/FHA | Rear single storey extension to replace conservatory at 17 Harcourt Road, Tring HP23 5JJ for Mr and Mrs Rolfe | The Council recommended no objection to this application |
| 20/00739/FUL | <i>Amended</i> Construction of traditional agricultural barn on land to the south of Church Lane, Hastoe, Tring HP23 6LU for Ms Hayley Burgess-Biggerstaff | The Council recommended no objection to this application |
| 20/01338/LDE | Use of front garden as driveway at 29 Mill Terrace, Tring HP23 5ET for Mr Steven Jackson | The Council recommended no objection to this application |

- with a comment drawing attention to the boundary issues raised by a neighbour
- 20/01362/TPO Works to trees at Dundale, Icknield Way, Tring for Mr Darren Hemmings
The Council **recommended no objection** to this application subject to the Tree Officer's report
- 20/01411/TPO Work to trees at The Lodge House, Cow lane, Tring HP23 5NS for Mr Jones
The Council **recommended no objection** to this application subject to the Tree Officer's report
- 20/01431/FHA Demolition of an existing conservatory which is being replaced by a ground floor rear extension at Braybrooke, Aylesbury Road, Tring HP23 4DH for Mrs Annabel Sohal
The Council **recommended no objection** to this application
- 20/01435/FHA Outbuilding at Hastoe Hall, Church Lane, Hastoe, Tring HP23 6LU for Mr M Goldby
The Council **recommended no objection** to this application
- 20/01360/FUL Replacement of plant equipment at 2-4 Silk Mill Way, Tring HP23 5EP for Gene Goodrum
The Council **recommended no objection** to this application
- 20/01462/FHA New stable block at Holloway Cottage, Track from Gadmore Lane to Hastoe Grove, Hastoe, Tring HP23 6LS for Mr C Wilton
The Council **recommended no objection** to this application
- 20/01491/FUL Partial demolition of existing flat roof and proposed roof extension to create 2no. single storey 2-bedroom apartments with roof terraces, parking spaces & cycle spaces for Akeman Business Park Ltd
The Council **recommended refusal** of this application on the grounds that it is overdevelopment of the site, out of keeping with the heritage of the site and erodes the parking facilities on site.

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

The Council noted the decisions by Dacorum Borough Council which were circulated to members on a weekly basis.

RESOLVED: To note the planning decisions received

20118. TEMPORARY TRAFFIC REGULATIONS ORDERS

None received

20119. PREMISES LICENCES

The following applications were considered:

M050936: Unique Dining Ltd, Unit 47 Silk Mill – no objection although the increase in vehicular traffic on Brook Street was concerning.

M050935: Crocker's Chefs Table: 74 High Street – no concerns were raised

M050926: Drive in Cinema, Pendley Activity Meadow – no concerns were raised

20120. STANDING COMMITTEES

(i) Finance & Policy Committee held on 9th March 2020

RESOLVED: To receive and adopt the minutes listed above.

20121. OUTSIDE BODIES

Members gave reports of meetings attended when representing the Council:

Members gave reports of organisations they represent on behalf of the Council:

- Cllr Nutkins reported that the Justice and Peace Group are holding virtual meetings
- Cllr Hearn reported that Tring Charities were supporting their residents with phone calls
- Cllr Townsend was receiving regular updates from the Rothschild House surgery

20122. ANNUAL REVIEW OF RISK MANAGEMENT ARRANGEMENTS

A report prepared by the Clerk was circulated prior to the meeting outlining the actions taken by the Council to mitigate risk. There are 4 aspects to managing risk – financial, use of Council property, operational including Health and Safety and legal including GDPR.

RESOLVED: To note and approve the systems in place to manage risk

20123. TO RECEIVE AND APPROVE SECTION 1 GOVERNANCE STATEMENTS OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31ST MARCH 2020

A report was circulated prior to the meeting with the relevant section of the Joint Panel on Accountability & Governance's Practitioners Guidance.

RESOLVED: to agree all the governance statements in, and for the Chairman to sign, Section 1 Governance Statements of the Annual Return Governance & Accountability Return for the year ending 31st March 2020

20124. TO RECEIVE AND APPROVE SECTION 2 ACCOUNTING STATEMENTS OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31ST MARCH 2020

The papers relating to this item had been circulated prior to the meeting and recommended for approval by the Finance & Policy Committee on 8th June 2020.

RESOLVED: to approve, and for the Chairman to sign, Section 2 Accounting Statements of the Annual Return Governance & Accountability Return for the year ending 31st March 2020

20125. TO RECEIVE AND NOTE THE ANNUAL INTERNAL AUDIT REPORT OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31ST MARCH 2020

The papers relating to this item had been circulated prior to the meeting and recommended for approval by the Finance & Policy Committee on 8th June 2020.

RESOLVED: to note the Annual Internal Audit report 2019/20 of the Annual Return Governance & Accountability Return for the year ending 31st March 2020 and the explanation of any items not covered

20126. FINANCIAL MATTERS:

The Clerk's briefed the Council on the following matters as a report had been circulated prior to the meeting:

- (i) The financial out turn for the financial year to 31st March 2020 resulted in surplus of £88,414, but once exceptional items such as CIL receipts (£73,134) were removed the underlying surplus was £6,883.00
- (ii) the Council's total assets (including CIL) at 31st March 2020 (less current liabilities) were £446,551.00
- (iii) The accumulated CIL receipts now totalled £142,674.76 and a plan for spending should be considered as the first receipts were approaching the five-year deadline to be spent
- (iv) The Schedule of Payments was presented for approval

RESOLVED:

- (i) To note the financial out turn at 31st March 2020
- (ii) To note the total assets at 31st March 2020
- (iii) To consider a plan for spending CIL receipts
- (iv) To approve the Schedule of Payments

The meeting closed at 8.41 pm

Chairman