

MINUTES OF THE MEETING OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE MARKET HOUSE, HIGH STREET, TRING ON MONDAY 17th DECEMBER 2018 AT 7.30 p.m.

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

Also Present: Mr M. Curry, Town Clerk
Mrs D. Slade, Deputy Town Clerk
PCSO T. Walter
1 Member of the public

19499. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Townsend (prior appointment)

RESOLVED: To accept the apologies for the reasons given

19500. TO MAKE DECLARATIONS OF INTEREST

Cllr Mrs Conway explained that she would not take part in item 19505 as a member of Dacorum Borough Council's Development Control Committee.

Cllrs Wilkins & Grace declared a prejudicial interest in item 19505 applications 4/02947/18/LDP & 4/02948/FHA

19501. TO CONFIRM THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 19th NOVEMBER 2018

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

19502. MATTERS OF REPORT FROM THE MINUTES

The Clerk reported the following actions

- The Council's view on the proposed change in location of the polling station in the Tring East Ward was sent to the Grove Road School and to Dacorum Borough Council
- M&S Wall, Dolphin Square
 - A letter with photos was sent to the last contact at the management agent – but that individual has left the company
 - The letter was forwarded to Dacorum Borough Council asking for new contact details and their support in getting the work done
- Repairs at Old School Yard and to secure a bollard outside Costa were to be carried out during the week of the meeting

- A lease for two years on the 1st floor offices in Market House has been sent to the prospective tenant and accepted. The aim is to complete by Thursday 20th Dec 2018
- The Council's solicitor has sent conditions of sale of the property at Bulbourne to Dacorum Borough Council's solicitor and has answered their initial enquiries
- A draft lease for the ATC for them to extend their hut in line the planning permission obtained with the Council's support was to be issued shortly
- The Clerk has written to LNR agreeing to the joint production of an integrated transport plan
- Comments on the Chilterns Conservation Board consultation have been passed on
- Approval of the name 'St Francis Close' was sent to Address Management in Dacorum Borough Council
- David Lloyd, Police & Crime Commissioner, has been invited to speak at the Annual Town Meeting; The Woodland Trust has also asked to come to give an update on their plans for their new land
- The Allotment renewals process is now complete with the issue to eviction notices to non-payers
- An email was sent to the Executive Member Highways and Environment at Hertfordshire County Council, with regard to cycle lights on Station Road. A prompt reply was received acknowledging the issue, but confirmed that there was little scope to address the problem
- The Deputy Clerk was endeavouring to report a trip hazard and flooding on the path through the Churchyard to Pond Close, but was being sent back and forth between Hertfordshire County Council and Dacorum Borough Council
- Supplying and fixing a bench in Pond Close on the Kingsley Walk side, using Town Plan funds, was being investigated with the help of Cllrs Hollinghurst and Bowden following an approach by a resident
- The hedge along this side of Pond Close was to be inspected with regard to recommendations to improve its condition
- The winners of the Christmas Window Competition were announced at the Shop Local Event
- The Deputy Clerk has secured the Woodland Trust's offer of a free community tree planting pack

19503. TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY DESIRE TO LAY BEFORE THE MEETING OF THE COUNCIL

Events attended by Mayor:

30th November 2018	Christmas Festival
8th December 2018	Shop Local and presentation of Christmas Shop Window Competition
9th December 2018	Iain Rennie Light Up a Life Service at St Peter and St Paul Church, Tring
14th December 2018	Connect Dacorum Christmas Lunch

The Clerk had received the following items of correspondence:

- Notification from the Hertfordshire Music Service, Hertfordshire County Council of their exploration of adopting charitable status and operating independently of Hertfordshire County Council

19504. PUBLIC PARTICIPATION:

Standing orders were suspended by resolution at 7:44pm.

The Mayor welcomed PCSO Walter, who gave the Council a report on the past year. He referred to:

- The spate of thefts from vehicles and how important it was to always lock one's vehicle. Tool marking days were held and anti-tamper screws have been given away
- 'Op Dodge' Vehicle crime days were held to crackdown on uninsured drives, speed traps set, etc.
- A drug awareness day was held at Tring School
- There was a discussion on the use of community resolutions, effectively a letter of apology, in minor offences involving young people as this did not give a criminal record (it can only be used once for each individual)
- Regular visits were made to engage with Yrs. 5 & 6 in order to build rapport and to identify issues. Regular visits were made to Tring Youth Club for similar reasons – it encourages young people to talk to the police
- There were two new members of the Safer Neighbourhood Team. Four officers are based in Tring
- The Safer Neighbourhood Team communicate to the area via the Neighbourhood Watch groups, OWL messages and Herts Police's own social media
- A local prolific offender has recently been sentenced

A Hastoe resident explained that road safety was being compromised by over-hanging branches on Hastoe Hill. He had been frustrated by his attempts to have the branches cut back and asked for the Town Council's help.

Standing orders were resumed by **resolution** at 8:01pm

19505. 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.

4/02937/18/FHA

Two storey side and single storey front and rear extensions at 2, The Meads, Tring HP23 5JF for Mrs Bowman

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

- 4/02947/18/LDP For information only Loft conversion with the formation of two hip to gable enlargements and rear dormer at 8 Grove Park, Tring HP23 5JL for Mr Perkins
- This application was **noted**, but the Council commented on the potential loss of light and the need for design consistency with regard to loft conversion/dormer windows in adjacent properties
- 4/02948/18/FHA Demolition of existing conservatory and part demolition of existing back bedroom. Construction of single storey rear extension, conversion of garage to habitable room together with front bay extension at 8 Grove Park, Tring HP23 5JL for Mr Perkins
- The Council **recommended no objection** to this application
- 4/02966/18/FHA Single storey front extension at 84 Mill View Road, Tring HP23 4EW for Mrs Parsons
- The Council **recommended no objection** to this application
- 4/02942/18/TCA WITHDRAWN Fell tree at 7 King Street, Tring HP23 6BE (plans no longer available on website)
- The withdrawal of this application was **noted**
- 4/02874/18/LDP *For information only.* Construction of orangery/garden room to rear of property at Holloway Cottage, Track from Gadmore Lane to Hastoe Grove, Tring HP23 6LS for Mrs Edwards
- The Council **recommended no objection** to this application
- 4/03058/18/LDP *For information only* Garage conversion at 47 Kingsley Walk, Tring HP23 5DR for Mr Radley
- The Council **recommended no objection** to this application
- 4/03062/18/FHA Front extension at 47 Kingsley Walk, Tring HP23 5DR for Mr Radley
- The Council **recommended no objection** to this application
- 4/03046/18/FUL Change of use from veterinary surgery to residential at 98 Western Road, Tring HP23 4BJ for Mr Dale
- 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.

- 4/00663/18/FUL WITHDRAWN Application for a dropped kerb at Tremillion, Icknield Way, Tring HP23 5HJ
- 4/02203/18/FHA Permission granted for demolition of existing single storey rear conservatory. Construction of two storey side extension at first floor. External wall mounted lighting to rear patio at 2 Barbers Walk, Tring HP23 4DB
- 4/02366/18/TPO* Permission granted for works to trees at Former Convent of St Francis de Sales Preparatory School, Aylesbury Road, Tring HP23 4DL
- 4/02533/18/ROC Permission granted for variation of condition 21 planning permission 4/02306/17/ROC - 4/02528/16/FUL at Gammel Farm, Bulbourne Road, Tring HP23 5HF
- 4/2559/18/FHA Permission granted for demolition of garages, entrance hall and conservatory. Construction of single storey office, garage and entrance hall at front with basement below and kitchen extension at rear. First floor side extension at Cranbrook, 49 Grove Road, Tring HP23 5PB
- 4/02737/18/TCA Raise no objection to works to trees at Arts Educational School, Tring HP23 5LX
- 4/02942/18/TCA WITHDRAWN Fell tree at 7 King Street, Tring HP23 6BE
- 4/02632/18/FHA Permission granted for alterations to roof to existing extension from high pitch to mono pitch and internal alterations at 29 Hollyfield Close, Tring HP23 5PL
- 4/02758/18/FHA Permission granted for part single, part 2 storey side extension and 2 storey rear extension at 44 Beaconsfield Road, Tring HP23 4DW
- 4/02799/18/FHA Permission granted for single storey side extension and new porch. Extension over existing garage at 9 Thorntree Drive, Tring HP23 4JE

Any decision marked with an asterisk was contrary to the recommendation of the Town Council.

RESOLVED: To note the planning decisions received

19506. TEMPORARY TRAFFIC REGULATION ORDERS

Details of TRO12487 Miswell Lane & Station Road, Aldbury were circulated

RESOLVED: To note temporary traffic regulation order TRO12487

19507. PREMISES LICENCE APPLICATIONS

None received.

19508. STANDING COMMITTEES

- (i) Planning Committee held on 3rd December 2018
- (ii) Allotment & Environment Committee held on 3rd December 2018
- (iii) Town Plan & Infrastructure Committee held on 10th December 2018

RESOLVED: To receive and adopt the minutes listed above.

19509. OUTSIDE BODIES

Members gave reports of meetings attended when representing the Council:

Cllrs Hicks, Wilkins, Hills, Bowden and Mrs P. & Mr S. Hearn attended the Christmas Festival

Cllr Wilkins attended a meeting of the Tring & District Local History & Museum Society

Cllr Hills attended Tring Youth Council

Cllr Hollinghurst noted the opening of the Wigginton Village Shop (Cllrs Conway & Nutkins had also been to the shop)

Cllr S. Hearn attended a meeting of FOTCH

19510. TRING YOUTH TOWN COUNCIL

Cllrs Hills and Townsend to attend the next meeting.

RESOLVED: To note the minutes of the Youth Town Council meeting held on the 5th December 2018

19511. FINANCIAL MATTERS:

Reports on the following were circulated prior to the meeting:

- The monthly income and expenditure
- The schedule of payments

Included in the report were the level of CIL receipts and the status of the budget preparation.

RESOLVED: To approve the Schedule of Payments as presented

19512. GENERAL DATA PROTECTION REGULATIONS AUDIT

- The Data Protect Officer conducted his audit and his report had been circulated
- The scope of the audit was to review the implementation of GDPR with reference to the '12 Steps' document issued by the Information Commissioner's Office (ICO)
- His general comment was "The Council has taken steps towards the implementation of GDPR. Many of the key issues have been addressed, however there are a few items that should be addressed to complete the implementation"
- The Council had chosen to use one of a range of templates available e.g. SLCC & NALC. The DPO has given his preferred option, which will be adopted
- Members have to switch to @tring.gov.uk email addresses by 21st Jan

RESOLVED: To note the Data Protect Officer's report and the Clerk's implementation plan

19513. LOCAL ELECTIONS 2019 – MONITORING OFFICER’S GUIDANCE

- The Monitoring Officer gave a presentation at Dacorum Borough Council’s Town & Parish Conference that included guidance on ‘Purdah’ – the six week period of restrained Council communications before an election
- This was a different interpretation to the previous Monitoring Officer
- The Clerk asked for clarification at the conference and followed with emails to get an official ruling and confirmation of the Council’s intentions
- The Clerk, at an SLCC Branch meeting, asked the Clerks, present covering the whole of Hertfordshire, about the practices they followed – it was in line with Monitoring Officer’s recommendations. Many went further, holding the Annual Town Meeting in early March
- Consequently:
 - The Town Crier will be produced and distributed before 21st March, the beginning of purdah
 - The Town Crier will just have a listing of Councillors and their email addresses - @tring.gov.uk
 - No consultation can be issued & ‘live’ during purdah
 - The Annual Town Meeting can go ahead in April provided it keeps to the focus on a retrospective look at the year and the financial requirements with regard to the setting of the precept

RESOLVED: To note the Monitoring Officer’s recommendations

19514. THE NORA GRACE HALL PROJECT

An update was circulated prior to the meeting

- A ‘route map’, which incorporates the purdah ruling above re. consultations, has been prepared with a vision statement for the project
- A schedule of visits has been drawn-up and the Deputy Clerk has started to arrange dates during the last half of January

The meeting closed at 8:38pm

Chairman