

**MINUTES OF THE MEETING OF TRING TOWN COUNCIL HELD AT  
ST PETER AND ST PAUL CHURCH, TRING, HERTS HP23 5AE on  
MONDAY 21<sup>st</sup> JUNE 2021 at 7.30 p.m**

**Present:** Councillors: P. Elley (Chairman)  
R. Ransley  
P. Hearn  
R. Hollinghurst  
N. Nutkins  
B. Patterson  
H. Piper  
A. Caps  
S. Wilkie

**Also Present:** Members of public x6  
Mrs L Housden, Town Clerk  
Mrs D. Slade, Deputy Town Clerk  
Mr A Cartwright, Town Warden

**20527. TO RECEIVE APOLOGIES FOR ABSENCE**

Cllr McDonald (Prior Engagement, Cllr McDowell (Prior engagement), Cllr Townsend (Isolating) gave their apologies.

**RESOLVED:** To accept the apologies for the reasons given.

**20528. TO MAKE DECLARATIONS OF INTEREST**

Cllr Hearn would not take part in the discussions relating to Licensing Applications (Item 20535) as a member of Dacorum Borough Council Licensing Committee.

**20529. TO CONFIRM THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 24<sup>th</sup> MAY 2021**

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

**20530. MATTERS OF REPORT FROM THE MINUTES**

The Clerk reported the following:

- The winner of the Annual Community award this year was presented with her flowers and had chosen her charity for the cheque to be sent to. She said that she was very surprised and humbled by the announcement.
- A request was made in the Planning Working Party on 7th June to arrange a site visit in respect of the proposed upgrade to the existing telecommunications installation at Icknield Way Industrial Site. This wouldn't be possible and their response was: 'It's just a notification of what they intend to do under their permitted development rights. The two weeks consultation period has expired already.'

- In the same planning working party there was a query as to whether or not residents and the squash club would still have access to Cow Lane when the road was closed under the TRO for the Chillfest. The events organiser has now confirmed that they will be taking the same approach as they have done in previous years. They only close the road completely when they have a large influx of pedestrians, typically the first hour ( circa 11:30) and the last hour (23:00).

**20531. TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY DESIRE TO LAY BEFORE THE MEETING OF THE COUNCIL**

The Clerk reported the following:

- The Covid Test Centre is no longer using the Market Place as a result of reduced numbers, they have sent a thank you letter which had been circulated.
- An email has been received from DBC (a copy of which has been saved to the shared folder) regarding engagement with ‘Thinking Place’ who have been engaged to work with DBC to develop a place narrative and marketing approach for Hemel Hempstead and the surrounding area. The Clerk and the Information officer have had an initial meeting with them to provide some initial information about Tring and provide them with useful contacts. They will be issuing an on-line survey and a virtual workshop to obtain further information both of which the Council will help publicise on the website and social media. If any individual councillors would like to participate in those to give their views they are welcome to do so.
- Communications have been received from a developer with regards to Land South of Aylesbury Road and it was understood that it has also been circulated to Dacorum Borough councillors. (A copy of the email received has been circulated and the briefing brochure has been saved to the shared google drive.) To clarify this land was not included in the Local Plan. It was not recommended for individual councillors to meet with developers and usually the Council does not get involved prior to the planning application stage.
- The Tring Carnival is planned for Saturday 14th August 2021 11am - 4pm and members of the Council were asked to keep that date free as the Council would have a stall for the ‘meet your Council’.

**20532. PUBLIC PARTICIPATION:***standing orders suspended at 7.35pm*

- Representations were given in relation to the grant application before the Council. Each speaker introduced themselves & gave their background. The benefits of the proposal to the community were put to the Council including music helping peoples mental health, supporting the music industry that had suffered as a result of the COVID-19 pandemic and entertaining the community. The proposals would 1. Provide a networking group for musicians (32 people had already signed up) 2. Map the gap 3. Provide events (with the first one this Saturday which included a workshop in the day & an evening performance).
- The Chairman of Tring Tornadoes spoke in support of the club's planning application. The club already has a large number of members and is continuing to expand and the only way to accommodate that is better utilisation of their current facilities. The planning application had a large amount of support.

*Standing orders reinstated at 7.50pm**x2 members of the public left the meeting***20533. 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.**

21/02137/FUL      Change of use from suis generis to C3 dwelling. Conversion of HMO to 6 self contained apartments and associated works including demolition of internal chimney and conservatory at Longfield, Aylesbury Road, Tring HP23 4DH for Mr Ames (Daniel Terry)

The Council **recommended no objection** to this application **but concerns over parking need to be addressed.**

21/02160/FUL

& 21/02161/LBC Change of use from A2 (banking and finance) to C3(Residential) and B1 office. Refurbishment of vacant premises to 3x two bed flats. Alterations and refurbishment of disused strong room structure into 1x one bed dwelling. Construction of 1x two bed dwelling in grounds to rear at 20 High Street, Tring HP23 5AP for Seema Jand (Nigel Gibbs)

The Council **recommended no objection** to this application **subject to the comments of the conservation officer.**

21/02176/FHA New porch, first floor front extension and 2 storey side extension with 2 roof lights at 72 Icknield Way, Tring HP23 4HY for Chris Beland and Nicole Maddock (Elspeth Palmer)

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

21/02221/TCA Works to trees at British Natural History Museum, Akeman Street, Tring HP23 6AP for Mr Watson (Tristan Goldsmid)

The Council **noted** this application

21/01148/FUL Construction of stables for private use, change of use of the land to equestrian use, construction of stock fencing and gates to yard, closure of existing access and creation of a new access with hardstanding area and a soft landscaping scheme at land north west of Horseblock Lane, Heath End, Berkhamsted HP4 3UF (amended plans on website) for Ms Doran (Andrew Parrish)

The Council **recommended no objection** to this application **based on the amended plans.**

21/02043/FUL Replacement of existing playing field with floodlighting with artificial grass surface with associated fencing, floodlighting and access paths at Tring Tornadoes Tring Town Football Club, Cow Lane, Tring HP23 5NS for Stephen Bailey (Andrew Parrish)

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

21/02210/ROC Submission of updated site plan to allow for amendments to omit shared access and provide separate driveway access to nos 2&4 Goldsworth Road, Tring HP23 5FY for Mr Malik (Nigel Gibbs)

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

21/02257/FHA Loft conversion at insertion of roof lights at 15 Hollyfield Close, Tring HP23 5PL for Mr MacKenzie (Laura Bushby)

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

21/02302/FHA Single storey rear extension and new external finishes at 65 Grove Park, Tring HP23 5JR for Mr Green (Briony Curtain)

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

21/02303/LDP Loft conversion including hip to gable and rear dormer at 65 Grove Park, Tring HP23 5JR for Mr Green (Briony Curtain)

The Council **noted** this application

21/02266/TPO Fell ash trees at 16 Okeford Close, Tring HP23 4AJ for A Fakh (Tristan Goldsmid)

The Council **recommended no objection** to this application **subject to the comments of the tree officer.**

21/02268/FHA Two storey side and rear extension with cat slide roof to side extension, single storey front extension, internal alterations and demolition of existing garage at 19 Fantail Lane, Tring HP23 4EN for Ms Wetters (Elspeth Palmer)

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

21/02314/FHA New bay window with balcony above and single storey side extension to house heating equipment at Holloway Cottage, Track from Gadmore Lane to Hastoe Grove, Hastoe HP23 6LS for Mr and Mrs Wilton (Melissa Martin)

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

21/02322/FHA Single storey front extension. New garage to be built at 53 Gwynne Close, Tring HP23 5EN for Hurford (Elspeth Palmer)

The Council **recommended refusal** of this application on the grounds of loss of light, overdevelopment of the site, out of keeping with the open plan front garden design.

21/02326/FHA &  
21/02327/LBC Demolition of existing conservatory, construction of single storey rear extension at 3 Park Road, Tring HP23 6AT for Sam Thomson (Melissa Martin)

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

21/02332/TCA Works to sycamore at 4 Woodland Close, Tring HP23 6BY for Mr Jones (Tristan Goldsmid)

The Council **noted** this application

21/02333/TCA Works to trees at 45 Western Road, Tring HP23 4BQ for Mr Jones (Tristan Goldsmid)

The Council **noted** this application

21/02334/TCA Works to trees at 16 Mansion Drive, Tring HP23 5BD for Mr Jones (Tristan Goldsmid)

The Council **noted** this application

21/02335/TCA Works to trees at Thrift Cottage, Park Road, Tring HP23 6BU for Mr Jones (Tristan Goldsmid)

The Council **noted** this application but **recommended replacing trees in the garden to compensate for the loss of habitat.**

21/02270/FHA Front porch and two storey rear extension at 6 Trehanger Close, Tring HP23 5JE for Mr Rohetki (Natasha Vernal)

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

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

*The remaining members of the public left the meeting*

**20534. TEMPORARY TRAFFIC REGULATIONS ORDERS**

The following application was considered:

TRO 16849 The Hertfordshire (Temporary closing of Windmill Way Tring during a community street party) order 2021

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

**20535. PREMISES LICENCES**

None received

**20536. STANDING COMMITTEES**

- (i) Planning Committee working party held on 7th June 2021
- (ii) Allotments & Environment working party held on 7th June 2021
- (iii) Finance & Policy working party held on 14<sup>th</sup> June 2021

**RESOLVED:** To receive and adopt the notes listed above and ratify the Clerks decisions noted subsequent to those meetings.

**20537. OUTSIDE BODIES**

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

- Cllr Wilkie reported that the Silk Mill community centre would shortly be requesting funding for a memorial plaque for the late John Bowden. Dacorum Borough Council had increased the funding for the community centre playground & she hoped to report back with dates of that project soon.

**20538. 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

**20539. TO ACCEPT THE INTERNAL AUDIT REPORT AND NOTE THE ACTIONS BEING TAKEN TO IMPLEMENT THE RECOMMENDATIONS. TO RECEIVE AND NOTE THE ANNUAL INTERNAL AUDIT REPORT OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2021**

The papers relating to this item had been circulated prior to the meeting and recommended for approval by the Finance & Policy working party on 15<sup>th</sup> June 2021.

**RESOLVED:**

- (i) To accept the internal audit report and note the actions being taken to implement the recommendations.
- (ii) To receive and note the signed Annual Internal Audit report 2020/21 of the Annual Governance and Accountability Return for the year ending 31st March 2021 and the internal auditor's explanation for the 'Not Covered' responses.

**20540. TO RECEIVE AND APPROVE SECTION 1 GOVERNANCE STATEMENTS OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2021**

A report was circulated prior to the meeting with the relevant section of the Joint Panel on Accountability & Governance 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 2021.

**20541. TO RECEIVE AND APPROVE SECTION 2 ACCOUNTING STATEMENTS OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2021**

The papers relating to this item had been circulated prior to the meeting and recommended for approval by the Finance & Policy working party on 15<sup>th</sup> June 2021.

**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 2021.



**20542. TO AGREE THE DATES FOR THE PERIOD FOR THE EXERCISE OF THE PUBLIC RIGHTS**

A report recommending the proposed dates had been circulated prior to the meeting.

**RESOLVED:** To agree the dates for the Period for the Exercise of Public Rights will be Monday 28th June to Friday 6th August 2021. The relevant notice advising of such rights will therefore be displayed on the website and Town Council notice board from Friday 25th June 2021.

**20543. FINANCIAL MATTERS:**

The Clerk briefed the Council matters referred to in the report which had been circulated prior to the meeting.

**RESOLVED:**

(i) To note the financial out turn and to approve the unaudited Financial Statements for the year ended 31st March 2021. The Chair and Town Clerk as Responsible Financial Officer to sign and date the balance sheet.

(ii)

- a. To approve more than 60% of the Council's cash deposits being held with one institution until the position can be reviewed further.
- b. To approve payment of the balance in the Mayor's charity account to Hector's House charity and the balance in the Dementia friendly accounts to Tring's Dementia cafe and to authorise the Clerk to close both bank accounts if she deems necessary.
- c. To approve transferring the balance held in the Town Plan earmarked reserves into the high street recovery fund and the balance in the marketing & council properties reserves into general reserves.

(iii) To note the financial position for the Financial Year 21/22 to date.

(iv) To approve the renewal of the Everflow Water contract for another 3 years.

(v) To approve the Schedule of Payments

**20544. GRANT APPLICATIONS:**

The application for grant funding from Tring Together for a Tring music cultural recovery programme. The Council was made aware that this grant would take the Council over budget for grants and the surplus would come from general reserves.

**RESOLVED:** To make a grant to Tring Together in the sum of £6,984 under the powers granted by the general power of competence.

**20545. VERGE PARKING ON HASTOE LANE:**

Proposals as to options & potential costs from the County Council had been circulated prior to the meeting.

**RESOLVED:** To note project as possible use of CIL monies but to keep under review given the proposed new car park in Tring Park and the park run being cancelled.

**20546. BULBOURNE:**

A report was circulated prior to the meeting with proposals in respect of carrying out a public consultation.

**RESOLVED:**

(i) To approve the proposed wording to be used subject to the addition of '(recently used as grasskeep)' after 'derelict allotment land' at the third paragraph.

(ii) Methods of consultation to include the council's website, noticeboard, social media & a leaflet distributed to the residents of Tring.

(iii) The consultation to start as soon as possible.

**20547. COMMUNITY BUS:**

A report was circulated prior to the meeting with details of the two working parties discussing the proposed project.

**RESOLVED:**

(i) Not to proceed with the grant awarded at this time.

(ii) To set up a working party comprising of Cllr Ransley, Cllr Hearn & Cllr Wilkie to discuss a questionnaire to be agreed with other Parishes.

**20548. EXCLUSION OF THE PRESS AND PUBLIC**

A resolution was considered that under section I of the Public Bodies (admission to Meetings) Act 1960 the public and press be excluded during the following items of the agenda for this meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business.

**RESOLVED:** To exclude members of the press and public.

*The deputy Clerk and Town Warden left the meeting.*

**20549. STAFFING MATTERS**

A report had been circulated prior to the meeting setting out the recommendations made by the Staff & Employment Committee at the meeting held on 17th June 2021.

**RESOLVED:** To ratify the recommendations made.