

**MINUTES OF THE MEETING OF TRING TOWN COUNCIL HELD AT
ST PETER AND ST PAUL CHURCH, TRING, HERTS on MONDAY 27th
SEPTEMBER 2021 at 7.30 p.m**

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

Also Present: Members of public x7
Mrs L Housden, Town Clerk
Mr A Cartwright, Town Warden
Sally Symington (County Councillor)

20632. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr McDonald (Prior work engagement) and Cllr McDowell (Prior work engagement) gave their apologies.

RESOLVED: To accept the apologies for the reasons given.

20633. TO MAKE DECLARATIONS OF INTEREST

Cllr Hearn would not take part in the discussions relating to Licensing Applications (Item 20641) as a member of the Dacorum Borough Council Licensing Committee. In respect of Item 20649 she would leave the room given her connection with Tring Auctions.

**20634. PRESENTATION OF THE ANNUAL GARDEN
COMPETITION PRIZES**

Cllr Townsend congratulated the winners on the quality of their gardens and presented the trophies to:

Coulter Cup (Eight Acres) – Mr Connell on behalf of his late father
Trevor Marwood Cup (Small Garden) – Ms Draper
Tring UDC Cup (General Garden) – Mr & Mrs Baker

The cup winners left the meeting (x5 members of the public)

**20635. TO CONFIRM THE MINUTES OF THE ORDINARY
COUNCIL MEETING HELD ON 19th JULY 2021**

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

20636. MATTERS OF REPORT FROM THE MINUTES

- Tring School has thanked the council for the grant (for scientific equipment). Their target is to conclude the work associated with the grant by July 2022 and will update the Council with progress.
- The winner of the Community Award for 2021 had elected the New Mill Baptist Church to receive the prize money. The funds will be used towards a defibrillator for the New Mill corner of Tring on the outside of the church.
- The public consultation on the proposed sale of the Land at Bulbourne Road finishes today. The replies received will initially be discussed at the Buildings, Assets & Infrastructure Committee meeting on 11th October and a recommendation will then be made to Council in the meeting on 25th October. Dacorum Borough Council had obtained approval from the Cabinet on 21st September to purchase the site. This is of course subject to the town council consultation but they wanted to progress it from their side so in the event of it being a positive outcome they can submit a planning application.
- Dacorum Borough Council has a 'Welcome back fund' (from EU funding) to re-open and promote the high street. There are specific criteria for what it can be used for. The following proposals have been put forward for Tring:
 1. Additional Christmas lighting for the shops at Miswell End of the high street.
 2. Graffiti removal at the skateboard park.
 3. Litter picks and a clear waste collection cube to display the litter in.
 4. Something to be done to make unused shop fronts look more attractive.
 5. Seating in Dolphin Square & Pound meadow to be repaired.
 6. New Town Centre maps.
 7. A dinosaur event on the church square during a school holiday to attract families to the town.It was noted that the Council would assist where needed together with Tring Together to make these happen but they will be funded by Dacorum Borough Council.

20637. TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY DESIRE TO LAY BEFORE THE MEETING OF THE COUNCIL

- The Mayor had attended the Annual General Meeting of the charity Dacorum Talking Newspaper which helped people with sight problems.
- The Clerk reported the comments received during ‘Meet Your Council’ held on Saturday 14th August 2021 which have been dealt with as appropriate:
 - Grove Fields residents association contact details were provided to a resident on request.
 - Questions as to Dacorum Borough Council’s re-wilding program were raised and the contact details for the appropriate officer at Dacorum Borough Council were provided.
 - Speeding concerns on Wingrave Road from Brook Street to the Icknield roundabout. They would like an increase in 30mph signs. This has been escalated to the county council.
 - Parking on verges under the trees at Hastoe Lane - Discussed at the Allotment and Environment committee meeting.
 - Concerns as to not being about to use the communal room & in respect of cleaning in general at Pond Close. This is being investigated.
- Tring Together Christmas Festival will take place on **Saturday 27th November 2021 from 3 pm-8 pm** in Tring Town Centre and Victoria Hall.
- Communications had been received via the county councillor regarding parking issues at Brookfield Close as a result of the growth of business in the Silk Mill Estate and a copy of the email with full details would be circulated.

20638. PUBLIC PARTICIPATION:

standing orders suspended at 7.45 pm

- The applicant spoke re planning application 21/02537/FHA. The house had been purchased as their family home and a local architect had been appointed to ensure the renovations were sympathetic to the house and area. Initially, the proposed driveway had been two cars wide but objections had been raised and they worked with their planning case officer to understand the reasoning behind this. The width has since been reduced and the proposed block paving replaced with bound gravel. The garage space at the rear of the property was shallow and doesn’t fit their car. The neighbouring properties have parking provisions and Highways have accepted the new plans.

Standing orders reinstated at 7.52pm

20639. PLANNING APPLICATION:

The Council considered planning applications that had been referred by the 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.

21/02537/FHA Single storey extension to the side and rear.
Creation of hard standing for parking at the front of the house at 5 Western Road, Tring HP23 4BE for Ben Sharpington and Cleo Zukas (Jane Miller)

The Council recommended **NO OBJECTION** to this application. However, for them to be careful with the choice of material used for the surface of the parking space to ensure no problems with surface drainage and subsequent flooding.

The final x2 members of the public left the meeting

21/03400/LDE Confirmation of existing use as a standalone self-contained 1 bedroom dwelling with its own garden and access to driveway and parking shared with 87 Miswell Lane at 87A Miswell Lane, Tring HP23 4DR for Mrs Burgin (Robert Freeman)

The Council requested further plans to be provided showing both the current inside layout and surrounding outside space. They would also like confirmation that the Dacorum Borough Council planning officer is satisfied that the 4-year rule planning requirement has been met given that there was a period when the property was vacant.

21/03404/FHA & 21/03405/LBC

Demolition of existing conservatory, construction of single-storey rear extension with internal alterations and first-floor bathroom renovations. Work to be carried out in conjunction with number 2 Park Road (amended scheme) at 3 Park Road, Tring HP23 6AT for Sam Thomson (Natasha Vernal)

The Council recommended **NO OBJECTION** to this application.

21/03410/FHA & 21/03411/LBC

Demolition of conservatory and construction of single storey rear extension, raise brickwork on rear elevation, refurbishment of kitchen and bathroom. Work to be carried out in conjunction with number 3 Park Road at 2 Park Road, Tring HP23 6AT for Mr Madden (Natasha Vernal)

The Council recommended **NO OBJECTION** to this application.

21/03421/LDP

Conversion of existing gym to one bedroom ground floor apartment and change of use. Including extending of drainage, fencing. Construction of a temporary building. Addition of new windows and access doors to existing building at 55A High Street, Tring Hp23 5AG for Mrs Brown (Colin Lecart)

The Council recommended **NO OBJECTION** to this application.

21/03454/OPA

Change of use. Conversion of building to 12 self-contained flats on upper floors. Ground floor to remain as retail at Tring House, 77-81 High Street, Tring HP23 4AB for Mr Acaire (Elspeth Palmer)

The Council recommended **REFUSAL** of this application on the grounds of over-development of the building (too many flats in the building) and concerns as to parking.

21/03455/FHA

Two storey side extension and part rear extensions at 25 Kingsley Walk, Tring HP23 5DN for Mr Ermins (Elspeth Palmer)

The Council recommended **NO OBJECTION** to this application.

21/03474/FHA

Demolition of rear garage for new single storey rear and side extension. Alterations to the roof to accommodate a first floor addition. Relocated pedestrian access and extended dropped kerb for vehicular access to new drive at 20 Grove Park, Tring HP23 5JS for Mr and Mrs Petty (Jane Miller)

The Council recommended **NO OBJECTION** to this application.

21/03508/TCA Works to silver birch at Westwood, King Street, Tring HP23 6BE for Mr Jones (Tristan Goldsmid)

The Council recommended **NO OBJECTION** to this application subject to the recommendations of the tree officer.

21/03528/FUL Extension and conversion of existing premises from mixed uses (commercial and residential) to 4x self-contained residential flats at 70 Western Road, Tring HP23 4BB for Mr Lee (Daniel Terry)

The Council recommended **NO OBJECTION** to this application.

21/03550/FUL Construction of new dwelling, alterations to existing dwelling including a part 2 storey, part single storey rear extension, garage conversion and new front dormer and provision of a garden office to each dwelling at 112 Miswell Lane, Tring HP23 4EX for Mr Radley (Jane Miller)

The Council recommended **NO OBJECTION** to this application but would like to see electric car charging points added to the new dwelling if possible.

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.

RESOLVED: To note the planning decisions received

20640. TEMPORARY TRAFFIC REGULATIONS ORDERS

The following applications were considered:

(i) TRO 17477 The Hertfordshire (Temporary Closing of Little Tring Road, Tring) order 2021.

(ii) TRO17522 The Hertfordshire (Temporary Closing and Temporary Waiting Restrictions in Various Roads in Tring) Order 2021.

(iii) TRO17538 The Hertfordshire (Temporary Closing of B4635 High Street Tring during the ‘Tring Apple fayre/farmers market procession’) Order 2021.

RESOLVED:

- (i) To note the order received.
- (ii) The Clerk to ask if access to car parks can be kept open and make them aware of the dates of the Tring Christmas Festival so that they don't conflict.
- (iii) To note the order received.

20641. PREMISES LICENCES

M053176 - Minor Variation application - The Valiant Trooper, Trooper Road, Aldbury, Tring, Hertfordshire HP23 5RW

RESOLVED: To note the application received.

20642. STANDING COMMITTEES

- (i) Planning Committee held on 16th August 2021
- (ii) Planning Committee held on 13th September 2021
- (iii) Allotments and Environment Committee held on 13th September 2021

RESOLVED: To receive and adopt the minutes listed above.

20643. OUTSIDE BODIES

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

- Cllr Elley had attended the AGM for the Friends of Tring Church Heritage.
- Cllr Hearn had her first face to face meeting with Tring Charities but nothing to report.
- Cllr Ransley attended the first meeting with Tring Community Centre in a year. The AGM is planned for October and the centre is in a good financial state but they are looking for new committee members, trustees and support.
- Cllr Ransly also attended a meeting with Tring Farmers market. They have a lot of space in the market place but the footfall may be down and they are checking this and advertising on social media.
- Cllr Wilkie - The existing chairman of Tring Community Centre had resigned and an interim one had been appointed. The garden extension had been postponed until February/March 2022 as a result of DBC staff and material shortages. The fir trees have been removed.
- Cllr Patterson omitted to attend the Dacorum Environmental meeting but had received a copy of the minutes which had been circulated. The item on biodiversity in development was interesting and it may be helpful to look at this subject in the next allotments and environment committee meeting.

- Cllr Nutkins - Justice and Peace group had an event at High Street Baptist. Walkers completing a walk from Cornwall to Glasgow stopped at Tring for the night and were provided with a meal and a bed. They have raked the frog garden at New Mill but are concerned that there could be too much activity and need to ensure that the frogs are not endangered.

20644. FINANCIAL MATTERS:

Reports on the following were circulated prior to the meeting:

- (i) The Clerk's Financial Statement. The Clerk explained the financial position for July and August and highlighted items of exceptional expenditure.
- (ii) A request was made to enter into a variable direct debit scheme with HM Land Registry.
- (iii) To authorise the update of bank signatories as follows:
 - a. Dementia Friendly Tring Community Account - Remove the previous clerk (Michael Curry and replace them with the current Clerk (Lydia Housden).
 - b. Town Mayors Charity Events - Remove a previous clerk (Suzanne and replace them with the current Clerk (Lydia Housden).
 - c. Tring Town Council current and x2 reserve accounts - Remove John Allan
- (iv) The Clerk reported that the External Auditor had completed their scrutiny of the Council's Annual Governance & Accountability Statement 2020/21, finding that the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices. No other matters came to their attention giving cause for concern and relevant legislation and regulatory requirements have been met. The matter which they drew to the attention of the authority but did not affect their opinion related to a small typo which was subsequently corrected.
- (v) To present the schedule of payments for approval

RESOLVED:

- (i) To note the July and August accounts and report
- (ii) To authorise the direct debit scheme with HM Land Registry
- (iii) To authorise the update of bank signatories
- (iv) To note the conclusion of the external audit without comment.
- (v) To approve the Schedule of Payments

20645. THE COVENANT OF MAYORS CLIMATE CHANGE DECLARATION

A report had been circulated prior to the meeting setting out a recommendation from the Allotment and Environment Committee not to continue with the reporting requirements for the Mayor's covenant as a result of the potential cost and time implications.

RESOLVED: To not proceed further with the Covenant of Mayors Climate Change but to investigate alternative schemes to achieve a net zero strategy for Tring Town Council operations.

20646. DACORUM BOROUGH COUNCIL LOCAL PLAN (2020) - 2039) AND LANDSCAPE STATEMENT

The working party recommendations were presented to the Council.

RESOLVED:

- (i) To share the Landscape statement with the Chiltern Conservation Board, in confidence at this time and ask their opinion on the findings therein.
- (ii) For a revised working party to be created, the members and terms of reference to be agreed upon at the next planning committee meeting.
- (iii) To enter make initial contact with Dacorum Borough Council making them aware of the Town Councils current position.

20647. DACORUM BOROUGH COUNCIL EMERGENCY PROTOCOL

A report was presented to the Council setting out their roles and responsibilities in the event of a local emergency. Dacorum Borough Council had advised that a set procedure should be followed whereby emergency services would be the first port of call. They would then contact a Hertfordshire County council resilience officer who would contact Dacorum Borough Council.

Members of the Council reported that this procedure had failed in respect of the recent flooding incident.

RESOLVED:

The clerk to continue discussions with the Corporate Health, Safety and Resilience Team Leader of Dacorum Borough Council setting out the council's concerns from their recent experience and to then report back to the Council at a later date.

20648. WENDOVER CANAL TRUST

The further documentation provided by the Trust was considered.

RESOLVED: In principle, the council are in agreement with granting £20,000 towards the project.

20649. PRE-APPLICATION DISCUSSIONS

Cllr Hearn left the room

- (i) The Clerk proposed that a policy should be agreed upon so that a protocol can be followed for the current and future enquiries to ensure consistency. A policy was proposed which would be drafted and discussed at the next finance and policy committee meeting.
- (ii) The clerk had received enquires from:
 - a. Lidl who have expressed an interest in purchasing the Brook Street site.
 - b. Aldi who are keen to locate a new store in Tring and would like to discuss their plans with the Town Council.
 - c. Montpelier Estates developers, who would like to present their scheme to the Town Council.
 - d. A consultation for a proposed upgrade to mobile phone base station on Station Road, Tring.

RESOLVED:

- (i) A draft written protocol would be considered at the next Finance and Policy Committee meeting based on the principle that pre-application briefings would be permitted provided that they were held at a public meeting. Councillors should not enter into informal private discussions of possible future applications with a developer and councillors should be very careful not to express a prior view or pre-disposition as this would then prevent them from voting when the matter came before the council.
- (ii)
 - a. The Council had no intention of selling this site at this time but they would be welcome to attend a future council meeting to discuss their plans to locate a new store to Tring but on a different site if they wished to do so.
 - b. A representative of Aldi could come to a future meeting if they wished to do so on the basis of the policy discussed at (i) above.
 - c. Montpelier Estates could come to a future meeting if they wished to do so on the basis of the policy discussed at (i) above.
 - d. The consultation was noted but no comments were made.

Cllr Hearn returned

20650. POND CLOSE EQUIPMENT

- (i) The Two quotes that had been obtained for gym equipment were considered (the third was still awaited)
- (ii) A discussion was had whether the council would like to pursue purchasing play equipment this year.

RESOLVED:

- (i) To defer the decision until the third quote had been received.
- (ii) To delegate the choice of the supplier and the selection of potential pieces of equipment to the officers in conjunction with input from Councillor Ransley.

Cllr Hearn left the meeting

20651. 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.

Sally Symington and the Town Warden left the meeting.

20652. NORA GRACE HALL REPLACEMENT PROJECT

At the council meeting on the 19th July 2021, it was resolved to form a working party to discuss the three architects quotes obtained so that a recommendation could be made to the council as to whom to instruct.

The working party met virtually on 2nd August 2021. After careful consideration of the quotes and as a result of concerns that the new building should be as environmentally friendly as possible given the council's climate change pledges, it was agreed:

- To obtain a further quote from Kirkland Fraser Moor.
- To raise a question with all of the Architects regarding the possibility of achieving as close as possible to a carbon-neutral building.
- To ask Hayward Smart if there was a Stage 0 option rather than paying a set fee for 0-2.

Once the above further information was received, a second working party was held virtually on 6th September 2021 to discuss all four quotes.

A copy of the original quotes had been circulated together with the further replies received, and the fourth quote obtained.

The recommendation was to appoint Kirkland Fraser Moor for RIBA stages 0 - 2.

RESOLVED: To accept the fourth quote obtained from Kirkland Fraser Moor and appoint them for RIBA stages 0-2.

20653. THE MARKET HOUSE

Three surveyors quotes were circulated to prepare a schedule of works for the repair and maintenance of the property's exterior and for them to tender for the repairs required and supervise them up to post-completion.

RESOLVED: To approve the companies asked to quote and to accept the quote from and appoint Brasier Freeth.

20654. TOWN COUNCIL WEBSITE

Three quotes were circulated for companies to create a new website for the Council.

RESOLVED: To approve the companies asked to quote and to accept the quote from and appoint Aubergine.

The meeting closed at 9:40 pm

Chairman