

**MINUTES OF THE 49<sup>th</sup> ANNUAL OF TRING TOWN COUNCIL HELD IN THE  
VICTORIA HALL, AKEMAN STREET, TRING, HERTS HP23 6AA ON MONDAY  
16<sup>th</sup> MAY 2022 AT 7.30 p.m.**

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

**Absent:** H. Piper

**Also Present:** Mrs L Housden, Town Clerk  
Ms C Murray, Deputy Town Clerk  
County Councillor Sally Symington  
Tring Youth Town Clerk, Emma Cave  
x8 Members of the public

20968. **ELECTION OF MAYOR**

Before calling for nominations, C. Townsend, as Mayor of the Council May 2021 to May 2022, said how circumstances had improved since last year including some Tring events returning including the Christmas festival and the Apple fayre. He gave thanks to the Councillors for their hard work and to the Clerk for being proactive on projects. He said it had been a privilege to have been the mayor.

It was **PROPOSED** by Cllr. Ransley and **SECONDED** by Cllr Hollinghurst that Cllr Townsend be elected Town Mayor for the ensuing year. There being no further nominations, it was unanimously **RESOLVED** that Councillor Townsend be elected Town Mayor to hold office until his successor became entitled to act as Town Mayor at the next Annual Meeting of the Council.

Cllr Townsend gave his consent by signing the Declaration of Acceptance of Office and said that he would like to improve the public face of Tring Town Council. The council's strategy when they started was to help climate change and replace the Nora Grace Hall. He doesn't just want to do these things but ensure the public are aware as to what has been done.

20969. **APPOINTMENT OF DEPUTY MAYOR**

Cllr Townsend opened the item to appoint a Deputy Mayor for the Council Year May 2022 to May 2023.

It was **PROPOSED** by Cllr Elley and **SECONDED** by Cllr Ransley that Councillor Nutkins be appointed Deputy Mayor for the ensuing year. There being no further nominations, it was unanimously **RESOLVED** that Councillor Nutkins be appointed Deputy Town Mayor to hold office until the next Annual Meeting of the Council.

20970. **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr MacDonald (Prior engagement) and Cllr McDowell (Prior engagement).

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

20971. **TO MAKE DECLARATIONS OF INTEREST**

Cllr Hearn would not participate in the discussions relating to Licensing Applications (Item 20982), if any, as a member of the Dacorum Borough Council Licensing Committee.

20972. **TO CONFIRM THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25<sup>th</sup> APRIL 2022**

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

20973. **APPOINTMENT OF COMMITTEES**

The Mayor proposed that:

- The Committee Structure remains unchanged except the removal of L. Bendall as a co-opted member of the Local Transport Plan (she has retired from the role) and Cllr Nutkins (as deputy mayor) added to the Staffing & Employment committee.

**RESOLVED:** That the Council adopts the Committees as proposed

The Mayor proposed the majority party members of the adopted committees. Cllr Hearn would serve on all committees as the minority party. Cllr Elley nominated the Chairmen of the committees.

Those nominated all expressed their willingness to undertake the duty.

**RESOLVED:** To accept the proposed membership of the Committees and the proposed Councillors for the chairmanship of the agreed committees.

The existing terms of reference for Standing Committees were circulated prior to the meeting.

**RESOLVED:** That the Council retain the existing terms of reference for the Committees.

20974. **APPOINTMENT AND NOMINATION OF REPRESENTATIVES ON OUTSIDE BODIES**

A copy of the existing list of representation and a proposal for the list had been circulated.

**RESOLVED:** To approve the representatives on the outside bodies as proposed.

20975. **DATES OF FUTURE MEETINGS & THE 'MEET YOUR COUNCIL' INITIATIVE'**

A draft timetable was circulated prior to the meeting. A concern was raised as to the number of meetings being held. They would like it to be discussed at a future meeting if there was a way to reduce the number of meetings.

- RESOLVED:** (i) To approve the schedule of meetings as presented  
 (ii) To approve the dates of the 'Meet Your Council' initiative  
 (iii) To attend the Summer Carnival

20976. **CODE OF CONDUCT**

A new proposed code of conduct based on the model recently adopted by Dacorum Borough Council had been circulated prior to the meeting for consideration together with a report setting out the changes.

- RESOLVED:** (i) To approve and adopt the new Code of Conduct.  
 (ii) To amend paragraph 22a and 28c of the Town Council's Standing Orders to reflect the updated code of conduct.

20977. **MATTERS OF REPORT FROM THE MINUTES**

The Clerk reported the following:

- Confirmation has been received from DBC services for young people that the youth group at the Nora Grace Hall has now started. They had 15 young people attend the first week's programme, and after running a focus group with them on what they would like to work on this term, they chose the following topics: Drugs awareness, Alcohol and its Effects. Using the tool kits and drunk goggles, Cooking skills, Health and fitness and Healthy relationships
- The local police have been contacted requesting that they attend some Council meetings so that the Council and the public can report any concerns to them and they share any concerns with the Council. They were unfortunately not able to attend tonight's meeting but have shared the previous month's crime figures for Tring, which have been circulated.
- The details of the meeting on 18th May for the Land at Lilas Wood hearing has been circulated should anyone wish to attend.
- A virtual meeting has been arranged with the Clerk, County Councillor and an officer of Dacorum Borough Council to discuss the Tring Place strategy. Anything to report from that meeting will be set out at a future meeting.
- In respect of the proposed sale of land at Bulbourne a site visit took place with Dacorum Borough Council on 12th May & the valuation has been instructed.

- One applicant has been received, so far, for the councillor vacancy, the dead-line for applicants is 10th June.

20978. **TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY DESIRE TO LAY BEFORE THE MEETING OF THE COUNCIL**

Nothing to report.

20979. **PUBLIC PARTICIPATION:**

Standing Orders were suspended at 7.52 pm **by resolution** to allow members of the public present to speak.

- An artist from the Tring Art centre spoke about having an art centre in Tring . She had been inspired by a project in Watchet which was a town of only 4000 whereas Tring has around 12,000 residents and they had obtained 7 million pounds worth of funding for their art centre. There is a demand and could also serve a wider area and surrounding villages. It would attract visitors, invigorate the community. There should be an art gallery space, artists studio, cafe, bar, informal foyer, pods, improved smaller room for workshops and accessible to everyone. She would like to be part of the Nora Grace Hall working party.
- A local architect & Tring resident agreed with the benefits of having an art centre. The current plans for the Nora Grace Hall had been based on an old consultation with limited ambition. The watchet scheme had been circulated to the councillors. For a new centre to be successful it needed to be flexible and be able to expand as it grew. It would need new site access and not be fenced off. More detailed meetings, workshops and local events should take place to obtain a dynamic vision.
- Another resident spoke in support of the Nora Grace Hall project and the benefits of working with Tring Art group to ensure that arts are catered for.
- A resident congratulated the newly appointed mayor and deputy mayor.
- The applicants of planning application 22/01080/FHA explained that their property was currently lacking in windows to one side so is cold & dark. They had applied to insert roof lights so that it wouldn't overlook their neighbour and were happy for one to be installed that flipped round so that it could be cleaned from the inside. It was a converted stable with a low pitched roof so it was not possible to add another floor.
- The applicant of 22/01261/LDP explained they just required a garden/hobby room.

Standing Orders were resumed by **resolution** at 8:07 pm.

20980. **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.**

|                            |  |
|----------------------------|--|
| <b><u>21/04687/ROC</u></b> | <p>Details required by Condition 20 (approved plans) attached to planning permission 4/03167/17/MFA<br/>-Demolition of existing buildings, construction of 31 dwellings, alterations to existing vehicular access on to aylesbury road, landscaping and introduction of informal public open space (amended scheme) at Convent Of St Francis De Sales Preparatory School Aylesbury Road Tring Hertfordshire HP23 4DL</p> <p>The Council recommended <b>REFUSAL</b> of this application unless a suitable footpath can be provided.</p> |
| 22/00896/FUL               | <p>Single storey front extensions, replacement flue to front elevation, new external lighting and replacement windows at 53A High Street Tring Hertfordshire HP23 5AG.</p> <p>The Council recommended <b>NO OBJECTION</b> to this application subject to the views of the Conservation Officer.</p>  |
| 22/01165/FHA               | <p>Two storey and single storey rear and side extensions, including demolition of existing garage, and internal alterations at 21 Dunston Hill Tring Hertfordshire HP23 4AT.</p> <p>The Council recommended <b>NO OBJECTION</b> to this application.</p>   |
| 22/01261/LDP               | <p>A new garden room at 26 Longfield Road Tring Hertfordshire HP23 4DG.</p> <p><b>N/A</b> - Duplication as Council has already commented on this application.</p>  |
| 22/01205/FHA               | <p>Single storey side extension including conversion of existing garage at 9 Nathaniel Walk Tring Hertfordshire HP23 5DQ.</p> <p>The Council recommended <b>NO OBJECTION</b> to this application.</p>  |
| 22/01320/NMA               | <p>Non material amendment to planning permission 21/02908/FHA (Single storey rear extension) AT Shire Lane Farmhouse Shire Lane Cholesbury Tring Hertfordshire HP23 6NA.</p> <p>The Council <b>NOTED</b> this application</p>  |

- 22/01333/FHA Single storey rear extension with associated internal works at 98 Western Road Tring Hertfordshire HP23 4BJ  
The Council recommended **NO OBJECTION** to this application subject to the views of the Conservation Officer.
- 22/01303/NMA Non-material amendment to planning permission 21/03474/FHA (New single storey rear and side extension. Alterations to the roof to accommodate a first floor addition with new roof to existing garage. Relocated pedestrian access at 20 Grove Park Tring Hertfordshire HP23 5JS.  
The Council **NOTED** this application
- 22/01349/TPO Works to trees at 1 Kay Close Tring Herts HP23 5AF  
The Council recommended **NO OBJECTION** to this application subject to the views of the Tree Officer.
- 22/01390/LDP Garage conversion and insertion of new windows at 4 Grange Road Tring Hertfordshire HP23 5JP.  
The Council **NOTED** this application.
- 22/01400/FHA Single storey link extension at Steam House 13 Chapel Street Tring Hertfordshire HP23 6BL  
The Council recommended **NO OBJECTION** to this application subject to the views of the Conservation Officer.
- 22/01080/FHA The insertion of two rooflights and a light tunnel tube inlet on the south elevation roof at 5 Home Farm Park Road Tring Hertfordshire HP23 6QU  
The Council recommended **NO OBJECTION** to this application.
- 22/01399/TCA Modifications to tree at Baptist Church Akeman Street Tring Hertfordshire HP23 6AA  
The Council recommended **NO OBJECTION** to this application subject to the views of the Tree Officer. DBC to note that no map was available to view.

- 22/01203/DRC Details as required by conditions 3 (Vehicle charging) 4 (Landscaping) and 6 (Materials) attached to planning permission 20/00979/FUL (Construction of new dwelling connected to existing semi-detached properties. External refurbishment of existing two properties (renewal of application 4/01574/17/FUL)3, Grove Farm Cottages Marshcroft Lane Tring Hertfordshire HP23 5PP
- The Council **NOTED** this application
- 22/01189/DRC Details required by Condition 2 (window details) attached to planning permission 20/01149/FUL - Change of use from B1 office to two x 2 bedroom dwellings Orchard House, Crown Rose Court Tring HP23 5AY
- The Council **NOTED** this application
- 22/01178/DRC Details required by Condition 5 (repairs to wall) attached to planning permission 21/00359/ROC - Variation of condition 2 attached to appeal decision APP/A1910/W/18/3198959 (following refusal ref 4/01977/17/FUL (Construction of 4 new dwellings with amenity space, car parking and cycle storage. Private gated access drive. Proposed new retaining wall of contiguous piling and stepoc block retaining wall with green wall and native tree and shrub soft Landscaping). Land Adjacent 22 Brook Street Tring Hertfordshire
- The Council **NOTED** this application
- 22/01179/DRC Details required by condition 8 (Sustainable drainage) attached to planning permission 21/00359/ROC - Variation of condition 2 attached to appeal decision APP/A1910/W/18/3198959 (following refusal ref 4/01977/17/FUL (Construction of 4 new dwellings with amenity space, car parking and cycle storage. Private gated access drive. Proposed new retaining wall of contiguous piling and stepoc block retaining wall with green wall and native tree and shrub soft Landscaping). Land To The Rear Of Old Silk Mill Brook Street Tring Herts HP23 5EF
- The Council **NOTED** 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.

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

20981. **TEMPORARY TRAFFIC REGULATION ORDERS**

Details of the following Temporary Traffic Regulation Orders were considered:

- TRO19236 - The Hertfordshire (Temporary Closing of Longfield Road, Tring during a 'Queen's Platinum Jubilee Street Party') Order 2022
- TRO19260 - The Hertfordshire (Temporary Closing of Windmill Way, Tring during a 'Queen's Platinum Jubilee Street Party') Order 2022
- TRO19230 - The Hertfordshire (Temporary Closing of Goldfield Road, Tring during a 'Queen's Platinum Jubilee Street Party') Order 2022
- (TRO19332 - The Hertfordshire (Temporary Closing of Langdon Street, Tring during a Residents Street Party') Order 2022
- TRO19347 - The Hertfordshire (Temporary Closing of Mill View Road, Tring during a 'Queen's Platinum Jubilee Street Party') Order 2022
- TRO19492 The Hertfordshire (Temporary Closing of Drummond Ride, Tring during a 'Queen's Platinum Jubilee Street Party') Order 2022
- TRO19495 The Hertfordshire (Temporary Closing of Dunston Hill and Deans Furlong, Tring during a 'Queen's Platinum Jubilee Street Party') Order 2022
- TRO19513 - The Hertfordshire (Temporary Closing of Nathaniel Walk, Tring during a 'Queen's Platinum Jubilee Street Party') Order 2022
- TRO19495 The Hertfordshire (Temporary Closing of Dunston Hill and Deans Furlong, Tring during a 'Queen's Platinum Jubilee Street Party') Order 2022

**RESOLVED:** To note the Temporary Traffic Regulation Orders received

20982. **PREMISES LICENCES**

None received.

20983. **STANDING COMMITTEES**

- (i) Local Transport Plan Committee held on 9th May 2022
- (ii) Buildings, Assets & Infrastructure Committee on 9th May 2022

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

20984. **FINANCIAL MATTERS:**

The Clerk's briefed Members on the year-end figures for 2021-22 and the figures for month 1 of this financial year (22/23). A request to replace the Town Wardens broken vacuum litter collector was made. Details of regular and automatic payments were circulated prior to the meeting with the schedule of payments.

- RESOLVED:**
- (i) To note the Clerk's Financial Report
  - (ii) To approve the purchase of a replacement vacuum litter collector.
  - (iii) To approve the regular and automatic payments as presented
  - (iv) To approve the Schedule of Payments

20985. **PROPOSED BASE STATION UPGRADE AT CTIL 236363 21 / STATION ROAD, TRING, HERTFORDSHIRE HP23 5NG (NGR:492980,211655)**

A report had been circulated explaining that these proposed works had previously been considered by the Council as a planning application that had subsequently been refused. However due to legislative changes planning consent was no longer required so that are carrying out a consultation instead.

**RESOLVED:** To respond to the consultation recommending that these works not go ahead expanding on the reasons previously stated in the planning application.

20986. **OUTSIDE BODIES**

Members gave reports of meetings attended when representing the Council:

- Councillor Ransley reported that Tring community centre were moving forward with their paperwork. There hadn't been enough trustees, there was no background information as to how Tring Town Council and Dacorum Borough Council had become trustees. The constitution also needed to be rewritten as it was out of date. She also reported that money had been given to the New Mill residents association when the new Mill social centre had been replaced with houses. They were now using that money to give grants to residents of New Mill that wanted to have a Jubilee street party.
- Councillor Nutkins had manned a bee friendly stand for the Justice & Peace group at Dunsley Farm.
- Cllr Elley had The Old Church House trustee committee meeting last week and reported that lettings of the hall were increasing. The down stairs hall was showing its age but the upper hall was in good condition but needed the kitchen facilities improving. They were looking at ways to attract people in the 'dead periods'. He had also attended a pilot networking event for Chairs hosted by HAPTC. If the event was to take place again he would encourage his successors to attend.
- Councillor Wilkie reported that it appears that Tring Town Council are actually Trustees & not just observers on the Tring Community Centre committee. The charity commission will need to be contacted to specify names. The works to the gardens were due to take place July/August.
- Councillor Patterson has not been able to attend the Dacorum Environmental Forum but it had been on the recent issues in respect of Ashridge Estate so the minutes may be interesting to see the latest update.

20987. **TRING YOUTH TOWN COUNCIL**

The minutes of the meeting held on 6th May 2022 were circulated.

**RESOLVED:** To acknowledge the Youth Town Council minutes.

20988. **EXCLUSION OF THE PRESS AND PUBLIC**

A resolution was considered that under section 1(2) 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.

20989. **NORA GRACE HALL LEASE**

A report detailing 3 quotations that had been received for a full elemental cost plan had been circulated prior to the meeting together with the cost to purchase a 3d model.

**RESOLVED:**

**(i)** To instruct PCP Surveyors (£1,600 + VAT) to carry out a full elemental cost plan.

**(ii)** To authorise the purchase of the 3d model (£660)

The meeting closed at 8.54 pm

Chairman