

**MINUTES OF THE MEETING OF TRING TOWN COUNCIL HELD IN THE
VICTORIA HALL, AKEMAN STREET, TRING, HERTS HP23 6AA ON MONDAY
20th JUNE 2022 AT 7.30 p.m.**

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

Also Present:

Mrs L Housden, Town Clerk
Ms C Murray, Deputy Town Clerk
County Councillor Sally Symington
x6 Members of the public

21025. **TO RECEIVE APOLOGIES FOR ABSENCE**

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

RESOLVED: To accept the apologies for the reasons given.

21026. **TO MAKE DECLARATIONS OF INTEREST**

Cllr Hearn would not participate in the discussions relating to Licensing Applications (Item 21034), if any, as a member of the Dacorum Borough Council Licensing Committee.

21027. **TO CONFIRM THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 16th MAY 2022**

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

21028. **MATTERS OF REPORT FROM THE MINUTES**

The Clerk reported that:

- A Full elemental cost plan for the Nora Grace Hall project has been commissioned and is expected to be received shortly. The planning advice report has now been received and will be circulated and discussed at July's Buildings, Assets & Infrastructure Committee meeting.
- A letter of thanks has been received from Tring Together for the grant awarded to Tring Music Partnership at the Finance & Policy Committee meeting last Monday.

21029. **TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY DESIRE TO LAY BEFORE THE MEETING OF THE COUNCIL.**

The Mayor reported that he had attended three events including the Queen's Jubilee tea party and the Thanksgiving service and he had stayed for the lighting of the beacon. He had also attended the Hertfordshire Scouts annual general meeting where he met the Lord Lieutenant who is the president. He commented on their amazing facilities.

The Clerk reported:

- Hertfordshire County Council is developing a countywide pattern of specialist Resource Provisions in mainstream schools to meet the needs of pupils. Details of the consultations being run in this regard have already been circulated for information purposes.
- As is traditional a formal letter has been drafted on behalf of the Council congratulating the Queen on her platinum Jubilee and this will be signed on behalf of the Council by the Mayor and the Clerk at the end of the meeting and sent to Buckingham Palace.
- Tring Local History Museum will be using the Market Place on 8th October from 10:30 am - 14:30 pm for a "Straw Plait Interactive Demonstration " outside the museum.
- There will be two work experience students carrying out work experience placements at the Council chambers in two different weeks in July.
- The works for the new skateboard park started today.
- Tring Lions are hiring the Market Place for a car boot sale on 25th September 2022 between 8am - 1pm. They have also purchased two new benches for the church yard.

21030. **DIGITAL HIGH STREET:**

A presentation was received regarding a virtual high street website that a resident had created to enable shops on the high street to sell products online.

RESOLVED: To note the presentation given.

21031. **PUBLIC PARTICIPATION:**

Standing Orders were suspended at 8.45 pm **by resolution** to allow members of the public present to speak.

The Hertfordshire County Councillor reported on the following:

- In respect of Tring Town Council request for posts on Hastoe Lane to prevent parking under trees. HCC Highways officers support the proposal in principle but have strongly recommended that the work is done after the Woodland Trust Car Park is installed as without the additional car parking spaces being provided, the fencing will encourage parking on the roadside. If there were an accident due to parking on the road, HCC could be liable given they are aware of additional parking being planned.
- Demand Responsive Transport: HCC is planning to roll out its new demand responsive transport scheme, HertsLynx, originally launched in September 2021 in East and North Herts, to West Herts – in particular the Tring and Berkhamsted areas with surrounding villages. The Council is waiting on funding from DfT in the form of a Bus Service Improvement Plan BSIP grant.
- Junction Protection- various locations: A number of junction protection schemes were initiated by Cllr Nick Hollinghurst and consulted on in January and February 2021. TTC responded to the respective consultations and offered no objections.
 - a. Silk Mill Way junction with Adams Way (3 in support; no objections)
 - b. Dundale Road near Meadow Close (1 objection)
 - c. Wingrave Road / New Mill Terrace j/w Pheasant Close and New Road (3 objections; 1 in support)
 - d. Sutton Close j/w Wingrave Road (3 objections; 1 in support)

Concerns were expressed locally in objection to 3 out of 4 of the schemes over loss of parking provision. The decision to proceed with the junction protection schemes in line with Highway Code Rule 243 [Do not park opposite or within 10 metres (32 feet) of a junction, except in an authorised parking space] was taken by the Highways Officer.
- Highways Locality Budget Schemes 2022/23: Repairs to Footpath 41 are included in the scheme.
- Highways Locality Budget Schemes 2023/24: The County Councillor is in the process of putting forward schemes for this period and welcomes any ideas for improvements.
- Speed limit alongside Cala Homes, Icknield Way: A number of residents have expressed concerns about the speed limit which is 50 mph. This was agreed between HCC and the developer at the time of the planning application. The County Councillor is investigating how to proceed as initial indications are that Highways officers consider the speed limit appropriate for the environment. However it would not seem to comply with the HCC policy initiative to promote Active Travel.

Standing Orders were resumed by **resolution** at 7.50 pm.

21032. **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.

22/01660/FHA	<p>Conversion of attached garage to study and construction of covered entrance porch to front door. 38 Nathaniel Walk Tring Hertfordshire HP23 5DG</p> <p>The Council recommended NO OBJECTION to this application</p>
22/01657/TCA	<p>Tree modifications. 19 Chapel Street Tring Hertfordshire HP23 6BL</p> <p>The Council recommended NO OBJECTION to this application subject to the views of the tree officer.</p>
22/01681/FHA	<p>Single storey side and rear extension with porch. 11 Mill View Road Tring Hertfordshire HP23 4ER</p> <p>The Council recommended NO OBJECTION to this application</p>
22/01616/FUL	<p>Changes to bar, removal of stud wall, new internal flooring and screens, Shade sail, planters and pergola to garden, staining and signwriting to fencing, cleaning and renewing of paving slabs and gravel area. The Bell 37 High Street Tring Hertfordshire HP23 5AA</p> <p>The Council recommended NO OBJECTION to this application subject to the views of the conservation officer.</p>
22/01617/LBC	<p>Changes to bar, removal of stud wall, new internal flooring and screens, Shade sail, planters and pergola to garden, staining and signwriting to fencing, cleaning and renewing of paving slabs and gravel area. The Bell 37 High Street Tring Hertfordshire HP23 5AA</p> <p>The Council recommended NO OBJECTION to this application subject to the views of the conservation officer.</p>
22/01622/TCA	<p>Felling of trees. 27 Cobbetts Ride Tring Hertfordshire HP23 4BZ</p> <p>The Council recommended NO OBJECTION to this application subject to the views of the tree officer.</p>
22/01635/FHA	<p>Single storey side extension. 17 Grove Park Tring Hertfordshire HP23 5JL</p> <p>The Council recommended NO OBJECTION to this application.</p>

- 22/01738/FHA Ground floor rear extension, with part first floor rear and side extension following demolition of existing detached garage; new porch to front. 3 Mill View Road Tring Hertfordshire HP23 4ER
- The Council recommended **NO OBJECTION** to this application.
- 22/01694/ADV Installation of replacement illuminated and non-illuminated signs. The Bell 37 High Street Tring Hertfordshire HP23 5AA
- The Council recommended **NO OBJECTION** to this application subject to the views of the conservation officer.
- 22/01695/LBC Installation of replacement illuminated and non-illuminated signs and repainting of the exterior. The Bell 37 High Street Tring Hertfordshire HP23 5AA
- The Council recommended **NO OBJECTION** to this application subject to the views of the conservation officer.
- 22/01696/LDP Conversion of existing detached garage. 55 Dunston Hill, Tring, Hertfordshire, HP23 4AT
- The Council recommended **NO OBJECTION** to this application.
- 22/01835/NMA Non-material amendment to planning application 21/02388/FHA (Ground and first floor rear extension, internal reconfiguration.) 31 Christchurch Road, Tring, Hertfordshire, HP23 4EF
- The Council **NOTED** this application.
- 22/01810/DRC Details as required by Condition 7 (Reinstatement of playing field) attached to planning permission 4/02329/19/MFA (Demolition of existing school buildings and the construction of a new 3-storey school building (use class D1) with associated landscaping, access and parking, and installation of interim temporary classrooms during construction) Tring School, Mortimer Hill, Tring, Hertfordshire, HP23 5JD
- 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

21033. **TEMPORARY TRAFFIC REGULATION ORDERS**

Details of the following Temporary Traffic Regulation Orders were considered:

- (i) TRO19692 The Hertfordshire (Temporary Closing of Cow Lane, Tring during 'Chilfest') Order 2022
- (ii) TRO19704 The Hertfordshire (Temporary Closing of Akeman Street, Tring) Order No.2 2022
- (iii) TRO19816 - The Hertfordshire (Temporary Closing of Various Roads in Tring during the 'Tring Carnival Day – High Street Parade') Order 2022

RESOLVED: To note the Temporary Traffic Regulation Orders received

21034. **PREMISES LICENCES**

None received.

21035. **STANDING COMMITTEES**

- (i) Planning Committee held on 30th May 2022
- (ii) Allotment & Environment Committee held on 30th May 2022
- (iii) Finance & Policy Committee held on 13th June 2022

RESOLVED: To receive and adopt the minutes listed above.

21036. **OUTSIDE BODIES**

Members gave reports of meetings attended when representing the Council:

- Councillor Hearn would be taking part in the Annual visit to residents in the next couple of weeks as part of Tring Charities.
- Councillor Nutkins had been involved at a meeting at the community gardens at Duckmore allotments to discuss a path for the sensory garden. He had an upcoming meeting with Hertfordshire young homeless group.

21037. **TRING YOUTH TOWN COUNCIL**

The notes of their May 2022 meeting were circulated.

RESOLVED: To acknowledge the Youth Town Council notes.

21038. **ANNUAL REVIEW OF RISK MANAGEMENT ARRANGEMENTS**

- (i) A report prepared by the Clerk was circulated prior to the meeting outlining the actions taken by the Council to mitigate risk.
- (ii) A proposed new internal control policy was circulated setting out the measures already in place.

RESOLVED:

- (i) To note and approve the systems in place to manage risk
- (ii) To approve and adopt the new Internal Control Policy.

21039. **TO ACCEPT THE INTERNAL AUDIT REPORT. TO RECEIVE AND NOTE THE ANNUAL INTERNAL AUDIT REPORT OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31ST MARCH 2022**

The papers relating to this item had been circulated prior to the meeting and recommended for approval by the Finance & Policy working party on 13th June 2022.

RESOLVED:

- (i) To accept the internal audit report.
- (ii) To receive and note the signed Annual Internal Audit report 2021/22 of the Annual Governance and Accountability Return for the year ending 31st March 2022 and the internal auditor's explanation for the 'Not Covered' responses.

21040. **TO RECEIVE AND APPROVE SECTION 1 GOVERNANCE STATEMENTS OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31ST MARCH 2022**

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

RESOLVED: to agree on 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 2022.

21041. **TO RECEIVE AND APPROVE SECTION 2 ACCOUNTING STATEMENTS OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR THE YEAR ENDING 31ST MARCH 2022**

The papers relating to this item had been circulated prior to the meeting and recommended for approval by the Finance & Policy working party on 13th June 2022.

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 2022.

21042. **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 27th June to Friday 5th August 2022. The relevant notice advising of such rights will therefore be displayed on the website and Town Council notice board from Friday 24th June 2022.

21043. **FINANCIAL MATTERS:**

The Clerk's report briefed Members on (i) the year-end figures for 2021-22 including the reserves position (ii) the figures for month 2 of this financial year (22/23) and (iii) the schedule of payments.

RESOLVED: (i) To note the financial outturn and to approve the unaudited Financial Statements for the year ended 31st March 2022. The Chair and Town Clerk as Responsible Financial Officer to sign and date the balance sheet.
 (ii) To note the financial position for the Financial Year 22/23 to date.
 (iv) To approve the Schedule of Payments

21044. **COUNCILLOR CO-OPTION**

- The Chair explained the voting process.
- Each of the four candidates for Co-option gave their representations.
- The Council voted

RESOLVED: To appoint Keith Baker for the Councillor vacancy and he signed the declaration of acceptance of office.

21045. **'MEET YOUR COUNCIL' TRING CARNIVAL 19TH JULY 2022**

The Clerk gave details of the arrangements for the stand at the carnival and asked Members to complete a rota to man the stand.

21046. **LOCAL TRANSPORT PLAN COMMITTEE OUTCOMES FROM MEETING ON 24TH APRIL**

A report was circulated asking the Council (i) To consider the response received from the Train Company and MP in respect of providing toilets at Tring railway station (ii) To consider if the Council wishes to issue a questionnaire to determine the need and requirements for a community bus.

RESOLVED:

- (i) The Clerk to respond to the train company asking the likely cost involved in installing a toilet at the booking office level. Also to contact the Clerk to Aldbury Parish Council to see if they are interested in developing this idea further.
- (ii) To postpone issuing a questionnaire at this time in light of the proposed demand responsive transport scheme that is planned by Hertfordshire County Council.

21047. **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.

21048. **BULBOURNE**

A report was circulated providing:

- i) Details of minor amendments to the development design, including the loss of one parking space in the parking area to be retained by Tring Town Council and the loss of pedestrian access from that end.
- ii) A copy of the valuation report and updated heads of terms were circulated with the Agenda together with a summary of these. The Council was asked to consider the valuation to determine if the purchase price is agreed upon (subject to contract) and approve the heads of terms
- iii) The Council was requested to authorise the Clerk to seek legal advice from NALC in connection with this transaction.

RESOLVED:

- (i) To note the amendments to the development design.
- (ii) To note the valuation and approve the heads of terms including the purchase price (subject to contract)
- (iii) To authorise the Clerk to seek legal advice from NALC.

The meeting closed at 9.20 pm

Chairman