

**MINUTES OF THE MEETING OF TRING TOWN COUNCIL HELD IN THE
COUNCIL CHAMBER, THE MARKET HOUSE, 61 HIGH STREET, TRING, HERTS
HP23 4AB ON MONDAY 23rd JANUARY 2023 AT 7.30 p.m.**

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

Also Present:

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

21268. **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr MacDonald, Cllr Ransley, Cllr Piper (All had prior engagements.)

RESOLVED: Proposed Cllr McDowell, Cllr Hearn seconded. To accept the apologies for the reasons given. Unanimously agreed

21269. **TO MAKE DECLARATIONS OF INTEREST**

Cllr Hearn would not participate in the discussions relating to Licensing Applications, if any, (Item 21276) as chairman of the Dacorum Borough Council Licensing Committee.

Cllr McDowell declared that he would not take part in item 21274 as a member of Dacorum Borough Council's Development Management Committee.

21270. **TO CONFIRM THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 19TH DECEMBER 2022**

RESOLVED: Proposed Cllr Wilkie, Cllr Hearn seconded that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Mayor. Unanimously agreed.

21271. **MATTERS OF REPORT FROM THE MINUTES**

The Clerk reported:

- Tring Town Council's planning consultant had attended the case management conference for Marshcroft Appeal (Land East of Tring) representing Tring Town Council as an interested party. The inspector would not allow a round table session on landscape issues and required for it to be dealt with by cross-examination. It is therefore intended that the Landscape consultant will attend to be cross-examined. The inspector has agreed to allow the Landscape consultant the right to respond with any

observations/rebuttal of the relevant evidence. The conference concluded that Landscape issues (incorporating the effect on AONB and openness of Green Belt) would best be served as a discrete topic and the appellants suggested aiming towards assigning 23 and 24 March 2023 as suitable for this.

- The revised tender for the Market House Works was advertised on 9th January and the closing date for quotes to be received is Noon on 13th February 2023.
- The Planning Committee requested that a letter be sent to the Local MP raising concern regarding the national planning policy which allows the unrestricted development of agricultural buildings on Green Belt land. The MP in turn has raised the issue with the Department for Levelling up, housing and communities who have provided a response. The original letter that was sent together with the response that has been received has been circulated.

21272. **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 Tring Lions Club Christmas Eve Carol singing at the Forge car park.

The Clerk explained that there would usually be an agenda item for the councillors to provide nominations for the Annual Community Award. However last year it was agreed to ask the residents to make nominations instead. A campaign will therefore be starting to ask residents for their nominations. The councillors will then be asked to choose the winner out of those nominations.

21273. **PUBLIC PARTICIPATION:**

- A representative from Tring Art Group asked if she could be informed what elements of the consultation are being incorporated into the new plans
- Another member of Tring Art Group asked if minutes from the last working group were available and could be made public. He also referred to an email that he had sent comparing Tring Art Groups proposal for consideration.
- A member of the public congratulated the Tring Town Council for the consultation and the results. He pointed out that nearly 30% of responses were from people over 65. He was therefore concerned about access, especially from the car park. He also pointed out the logistics of the build, and what would happen with current users during the build. He wondered if the Council could consider another site eg. Forge Car Park so that the old building didn't have to be taken down until after the new building was in place.
- County Councillor Sally Symington reported on highways issues.
 - Potholes have been a real issue in the community, due to the very cold weather. She wanted to thank the residents who had reported them. There are six times as many potholes this year than previous years and there are a lot of roads to cover. They are ranked in order of priority, the highest priority are 4in deep and 12in wide. The Frogmore St holes and A41 Northbound were repaired this morning.

- A 20mph zone is being proposed for the East of Tring. Hertfordshire County Council have carried out speed and volume surveys to see if the roads are viable for the scheme with or without engineering works. A public consultation will be carried out shortly.
- As Tring School has sufficient parking on site now the parking outside is now being removed but it can take a while to implement.
- Last Autumn DBC funded a Place Strategy for which there is a Steering Group, and there have been workshops, resulting in a vision for Tring, and how we can move forward as a town. The next meeting is on Thursday 26th January. Others in the community are welcome to get involved. The County Councillor emphasised the need for communication, both internal and external, and working together.

21274.

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.

22/03688/FHA

Reconsultation Construction of rear dormer. 4 Chiltern Villas
Aylesbury Road Tring Hertfordshire HP23 4DH (Nicole Quinn)

Proposed Cllr Wilkie, seconded Cllr Patterson that the following comment be made. Unanimously agreed.

The Council recommended **NO OBJECTION** to this application subject to the views of the conservation officer.

23/00058/TPO

Fell and works to trees. 3 Kay Close Tring Hertfordshire HP23 5AF
(Lois-May Chapman)

Proposed Cllr Hearn, seconded Cllr Elley, that the following comment be made. Unanimously agreed.

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

23/00081/FHA

Replacement of roof tiles and replacement of window to front elevation.
22 Christchurch Road Tring Hertfordshire HP23 4EE (Laura Bushby)

Proposed Cllr Wilkie, seconded Cllr Patterson, that the following comment be made. Unanimously agreed.

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

23/00027/FHA Construction of gazebo in rear garden.7 Mansion Drive Tring
Hertfordshire HP23 5BD (Briony Curtain)

Proposed Cllr Patterson, seconded Cllr Wilkie, that the following comment be made. Unanimously agreed.

The Council recommended **NO OBJECTION** to this application subject to the views of the conservation officer.

23/00038/NMA Non material amendment attached to planning application
19/02777/FUL "Change of use of ground floor storage areas to residential use in conjunction with first floor former offices with existing consent for change of use under application 4/01873/13/OPA. Minor alterations to front elevation to reposition entrance door." Taylors Loft 1B Church Yard Tring Hertfordshire HP23 5AE (Joan Reid)

Proposed Cllr Patterson, seconded Cllr Wilkie. Unanimously agreed. 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: Proposed Cllr Wilkie, seconded Cllr Hearn. Unanimously agreed. To note the planning decisions received

21275. **TEMPORARY TRAFFIC REGULATION ORDERS**

Details of:

- (i) TRO21311 The Hertfordshire (Temporary Closing of B4635 High Street, Tring) Order 2023
- (ii) TRO21329 The Hertfordshire (Temporary Closing of Duckmore Lane, Tring) Order 2023
- (iii) TRO21331 The Hertfordshire (Temporary Closing of Cholesbury Road, Tring) Order 2023

Proposed Cllr Patterson, seconded Cllr Wilkie. Unanimously agreed.

RESOLVED: To note the above orders.

21276. **PREMISES LICENCES**

None received.

21277. **STANDING COMMITTEES**

Planning Committee held on 9th January 2023

RESOLVED: Proposed Cllr Wilkie, seconded Cllr Patterson. To note the minutes of the standing committee. Unanimously agreed.

21278. **TO NOTE AND IF AGREED ADOPT THE RECOMMENDATION AT MINUTE REFERENCE 21263 OF THE FINANCE AND POLICY MEETING HELD ON 9TH JANUARY 2023**

RESOLVED: Proposed Cllr Wilkie, seconded Cllr McDowell. To receive and adopt the recommendation made at minute 21263 of the Finance and Policy Committee meeting held on 9th January 2023 i.e that the deputy clerks' hours be increased by 3 hours a week starting as soon as practicable according to the payroll requirements. Unanimously agreed.

21279. **OUTSIDE BODIES**

Members gave reports of meetings attended when representing the Council:

- Cllr Nutkins reported on an online Justice & Peace Group meeting. Discussions included Fairtrade food in Tring and concerns regarding the use of pesticides.
- Cllr Wilkie reported on the progress of the garden at the Tring Community Centre, which would hopefully be finished by February or March. A plaque had also been made so that the hall would be named the John Bowden Hall.

21280. **THE BUDGET & PRECEPT 2023/24**

As recommended by the Finance and Policy Committee with some further updates from the Clerk, the Council finalised the precept request to Dacorum Borough Council.

RESOLVED:

Proposed Cllr Wilkie, seconded Cllr Elley. To adopt the budget as presented and to request a precept of £172,819.89 (Band D equivalent £32.89). Unanimously agreed.

21281. **FINANCES:**

A report on the following matters was circulated before the meeting:

(i) The Clerk's Financial Statement, including the quarter three analysis and forecast. The Clerk explained the financial position for December and highlighted items of exceptional expenditure. The Council's finances for the third quarter of the year were reviewed, and the budget was expected to be on target for this year. The Clerk also confirmed in compliance with the financial regulations that the Chair of the Finance and policy committee had checked and signed the third quarter accounts and there were no concerns to report.

(ii) The Schedule of Payments was presented for approval

RESOLVED:

- (i) Proposed Cllr Elley, seconded Cllr McDowell. To receive and note the Clerk's financial statement. Unanimously agreed.
- (ii) Proposed Cllr Wilkie, seconded Cllr Elley. To note and accept the Schedule of Payments. Unanimously agreed

21282. **STANDING ORDERS AND CHAIRMANSHIP**

A report had been circulated prior to the meeting asking the Council to consider and if agreed resolve to amend paragraph 35 f (iii) Financial controls & Procurement so there is no longer a requirement to advertise a tender in a newspaper.

RESOLVED: Proposed Cllr Wilkie, seconded Cllr Hearn, that paragraph 35 f (iii) of the Standing Orders and Chairmanship be amended so that it read: 'the invitation to tender shall be published on the Town Council website and in any other manner that is appropriate for instance the Town Council social media channels and notice board'. This decision to apply retrospectively so that there is no requirement to advertise the current tender for the Market House works in the Newspaper. Unanimously agreed.

21283. **NORA GRACE HALL PROJECT**

A report summarising the results of the consultation and containing a link to the full responses had been circulated. The working party had considered the results in detail and as a result made the following recommendations:

- That a full planning application be prepared (including changing the commercial space element to include flexible space to allow for social elements) and submitted . The existing architect, Kirkland Fraser Moor to be appointed to prepare & submit the application on the council's behalf.
- To use the Nora Grace Hall earmarked reserves to pay for the planning application (Assuming CIL Monies are not able to be used but this is being checked)
- To appoint a VAT expert

Details of the potential additional reports that would be required for the planning application was also provided.

The clerk informed the Council that DBC had confirmed that CIL monies could be used for the planning expenses, and that a 50% discount would apply to the DBC planning fee. The council had also been given details of the costs involved and the procurement rules. There was also the opportunity to apply for CIL monies from DBC for the project but the deadline to make this application was the 3rd February so the clerk would need delegated authority to meet the dead-line.

RESOLVED:

Proposed Cllr Hearn, seconded Cllr Wilkie.

- (i) That a full planning application be prepared (including changing the commercial space element to include flexible space to allow for social elements) and submitted.
- (ii) The existing architect, Kirkland Fraser Moor would be appointed to prepare & submit the application on the council's behalf. RIBA Stage 3 (£14,800). The Council considered the company to be providing a specialist service pursuant to 11.1 a (ii) of the Financial Regulations and therefore the usual procurement procedures did not apply.
- (iii) To use CIL monies (either Tring Town Council or if successful CIL monies received from DBC) to fund items (i) & (ii).

(iv) To appoint the council's existing VAT advisor, The Parkinson Partnership LLP (approx £2,100) to prepare a report offering VAT advice regarding the project. The Council considered the company to be providing a specialist service pursuant to 11.1 a (ii) of the Financial Regulations and therefore the usual procurement procedures did not apply.

Unanimously agreed.

Proposed Cllr Wilkie, seconded Cllr Hearn.

(v) The Clerk to be given full delegated authority to apply for DBC CIL core funds for the Nora Grace Hall project. Unanimously agreed.

21284. **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: Proposed Cllr Wilkie, seconded Cllr Hearn. To exclude members of the press and public. Unanimously agreed.

21285. **RESERVED CAR PARKING SPACES AT FORGE CAR PARK**

A report was circulated asking the Council to consider, as a cost-saving exercise, if notice should be served to terminate this agreement.

RESOLVED:

(i) Proposed Cllr Nutkins, seconded Cllr Patterson. The Clerk to serve 6 months written notice to terminate the reserved car parking spaces agreement with Dacorum Borough Council dated 21st July 2010. Once the agreement came to an end the Friday Market stall traders would be permitted to park in the Market Place instead. Unanimously agreed.

21286. **VALUATION REPORT ON ATC HUT**

A rental valuation report was considered.

RESOLVED: Proposed Cllr Patterson, seconded Cllr Nutkins. The Clerk, with support from Cllr Baker and Cllr Wilkie to engage with ATC to establish a way forward, and to come back with a proposal including the insurance matter discussed.

21287. **UTILITY CONTRACTS**

A report summarising the existing supplier and an alternative supplier was considered.

RESOLVED: Proposed Cllr Wilkie, seconded Cllr McDowell. To defer the decision subject to further analysis.