

**MINUTES OF THE MEETING OF TRING TOWN COUNCIL HELD IN THE
COUNCIL CHAMBER, THE MARKET HOUSE, 61 HIGH STREET, TRING, HERTS
ON MONDAY 17th APRIL 2023, AT 7.30 p.m.**

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

Also Present:

Mrs L Housden, Town Clerk
Ms Caroline Murray, Deputy Clerk
16 Members of the public
Mr Cartwright, Town Warden

21379. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Wilkie, County Cllr Symington and Cllr MacDonald. All had prior engagements.

RESOLVED: Proposed by Cllr Patterson and Seconded by Cllr Ransley. To accept the apologies for the reasons given. Unanimously agreed.

21380. TO MAKE DECLARATIONS OF INTEREST

Cllr Baker has a prejudicial interest in the planning application 23/00731/TCA and would leave the room for that item.

Cllr McDowell declared that he would not take part in item 21385 as a member of Dacorum Borough Council's Development Management Committee.

Cllr Hearn would not participate in the discussions relating to Licensing Applications (Item 21387), if any, as a member of the Dacorum Borough Council Licensing Committee. She also stated a personal interest in planning application 23/00731/TCA.

21381. TO CONFIRM THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 20th FEBRUARY 2023

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

21382. **MATTERS OF REPORT FROM THE MINUTES**

Nothing to report.

21383. **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 an Art Exhibition for Chiltern MS society.
- The Clerk reported that:
 - Tring Together is already thinking ahead to the Christmas Festival this year and has booked the Library Car Park, Mansion Vista, Church Square and Market Place for Saturday 25th November 2023.
 - A representative from the New Mill Baptist Church has written in to personally thank the Mayor for attending the induction service for their new Minister.
 - A card has been received from Buckingham Palace thanking the Council for their letter of condolence on the death of Her Majesty the Queen.
 - The Market House maintenance works are underway. On inspecting the roof it has been found that there are tiles slipping in one area & a cost is being obtained for this but the contingency should hopefully cover those extra works.
 - The table and bench at New Mill has been vandalised (it's been burnt and the plastic has melted) . For Health & Safety reasons we are likely to have to remove it from the site altogether.

21384. **PUBLIC PARTICIPATION**

- A number of residents were in attendance and raised their concerns regarding planning application 23/00697/LDE.
- A number of residents were in attendance and raised objections to the planning application 23/00693/FUL.
- A resident of St. Francis Close spoke regarding the planning application 23/00813/FUL. He felt that the new proposal is more favourable but felt that more parking spaces are needed. He also had safety concerns - the road is steep and quite tight, with no pavements, and he felt there would be a significant increase in traffic. Paths should therefore be provided.
- A spokesperson for planning application 23/00697/LDE spoke in support of the application highlighting that this is a permitted development application and the criteria in relation to that.

21385. **PLANNING APPLICATIONS**

The Council considered planning applications that had been referred by Dacorum Borough Council for observation of this authority. It was decided to request that the Local Planning Authority take the following comments into consideration when determining the under-mentioned applications.

PLANNING REF. NO.

23/00697/LDE	<p>Rooflight additions which fall within the remits of permitted development. 17 Whytingham Road Tring Hertfordshire HP23 5JN (Victor Unuigbe)</p> <p>Proposed by Cllr Hearn, seconded Cllr Elley that the following comment be made. 5 in favour 3 Abstained</p> <p>The Council recommended REFUSAL of this application as they don't believe the works fall within permitted development and therefore feel that a full planning application is required.</p>
23/00706/FHA	<p>Front and rear single and two storey extensions. 6 Danvers Croft Tring Hertfordshire HP23 5LE (Elspeth Palmer)</p> <p>Proposed by Cllr Hearn, seconded by Cllr Ransley that the following comment be made. Unanimously agreed.</p> <p>The Council recommended NO OBJECTION to this application.</p>
23/00720/FHA	<p>Proposed Two-storey side extension with Loft Conversion. 35 Beaconsfield Road Tring Hertfordshire HP23 4DW (Laura Bushby)</p> <p>Proposed by Cllr Hearn, seconded by Cllr Ransley that the following comment be made. Unanimously agreed.</p> <p>The Council recommended NO OBJECTION to this application.</p>

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|--------------|---|
| 23/00693/FUL | <p>Demolition of existing single storey garage building.
Construction of 1no. detached four-bedroom family dwelling with associated car parking / landscaping.
Land Rear Of 38-40 Windmill Way Tring
Hertfordshire HP23 4EH (Elspeth Palmer)</p> <p>Proposed by Cllr Ransley, seconded Cllr Elley that the following comment be made. 5 in favour 3 Abstained</p> <p>The Council recommended REFUSAL of this application on the grounds of it being out of keeping, overdevelopment within the plot, overlooking neighbours, negative impact on the street scene and overbearing.</p> |
| 23/00713/FHA | <p>Construction of single-storey rear extension. 34 Drummond Ride Tring Hertfordshire HP23 5DF (Victor Unuigbo)</p> <p>Proposed by Cllr Patterson, seconded Cllr Hearn that the following comment be made. Unanimously agreed.</p> <p>The Council recommended NO OBJECTION to this application.</p> |
| 23/00747/TCA | <p>Works to tree. Baptist Church Akeman Street Tring Hertfordshire HP23 6AA (Shona Russell)</p> <p>Proposed by Cllr Hearn, seconded Cllr Ransley that the following comment be made. Unanimously agreed.</p> <p>The Council recommended NO OBJECTION to this application subject to the views of the tree officer and to be mindful that birds may be nesting this time of year.</p> |
| 23/00731/TCA | <p>Fell and works to trees. Florence House 2 Christchurch Road Tring Hertfordshire HP23 4EE (Shona Russell)</p> |

Proposed by 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 and to be mindful that birds may be nesting this time of year.

23/00784/FUL

Construction of an Agricultural Storage Building and Workshop. Hastoe Stables House Hastoe Hill Hastoe Tring Hertfordshire HP23 6LR (Jane Miller)

Proposed by Cllr Hearn, seconded Cllr Ransley that the following comment be made. 3 in favour, 2 against and 3 Abstained.

The Council recommended NO OBJECTION to this application.

23/00813/FUL

Demolition of existing buildings. Construction of 7 new houses with associated parking and landscaping | Convent Of St Francis De Sales Preparatory School Aylesbury Road Tring Hertfordshire HP23 4DL.

Proposed by Cllr Ransley, seconded Cllr Elley that the following comment be made. 7 in favour and 1 Abstained.

The Council recommended REFUSAL OF this application on the grounds of overdevelopment, that the existing building should be preserved and on grounds of safety as there are no pathways for pedestrians.

The Clerk was also requested to obtain clarity from DBC on the demolition position and obtain an update on enforcement of the path.

LIST OF DECISIONS BY DACORUM BOROUGH COUNCIL IN RESPECT OF RECENT PLANNING APPLICATIONS

None received. Cllr Patterson informed the meeting that the Care home in Miswell Lane has been approved.

21386. **TEMPORARY TRAFFIC REGULATION ORDERS**

The below orders were considered:

- (i) TRO21883 - The Hertfordshire (Temporary Closing of Beaconsfield Road, Tring during a 'King's Coronation Street Party') Order 2023.
- (ii) TRO21994 - The Hertfordshire (Temporary Closing of Akeman Street, Tring) Order 2023.
- (iii) TRO21990 - The Hertfordshire (Temporary Closing of Goldfield Road, Tring during a 'King's Coronation Street Party') Order 2023.
- (iv) TRO21978 - The Hertfordshire (Temporary Closing of Duckmore Lane, Tring) Order No.2 2023.
- (v) TRO21953 - The Hertfordshire (Temporary Closing of Longfield Road, Tring during a 'King's Coronation Street Party') Order 2023
- (vi) TRO22156 - The Hertfordshire (Temporary Closing of Mill View Road, Tring during a 'King's Coronation Street Party') Order 2023.

RESOLVED: Proposed by Cllr Hearn and seconded by Cllr Ransley. To note the above Traffic Regulation Orders. Unanimously agreed.

21387. **PREMISES LICENCES**

None received.

21388. **STANDING COMMITTEES**

- (i) the Planning Committee held on 6th March 2023
- (ii) the Staffing and Employment Committee held on 13th March 2023
- (iii) the Planning Committee held on 27th March 2023
- (iv) the Allotment and Environment Committee held on 27th March 2023

RESOLVED: Proposed Cllr Hearn, seconded Cllr Ransley. To receive and note the minutes and decisions listed above. Unanimously agreed.

21389. **TO NOTE THE MINUTES AND DECISIONS AND IF AGREED ADOPT THE RECOMMENDATIONS MADE AT THE FINANCE AND POLICY COMMITTEE ON 6TH MARCH 2023**

A copy of the Finance & Policy Committee minutes had been circulated ahead of the meeting. All Council members had received a copy of the reports circulated with the Agenda for the Finance and Policy Committee held on 6th March 2023.

The Council were asked to consider and approve the recommendation made in respect of the annual review of the Council's standing orders (Minute Ref 21345), annual review of the Council's financial regulations (Minute Ref: 21346), the work of the Internal Auditor (Minute Ref: 21348) and annual review of Asset Register (Minute Ref: 21349).

RESOLVED:

Proposed by Cllr Elley and seconded by Cllr Ransley:

- (i) To receive and note the minutes and decisions made.
- (ii) To approve and adopt the Council's existing Standing Orders with the recommended changes.
- (iii) To approve and adopt the Council's existing Financial Regulations with the recommended changes.
- (iv) To ratify the decisions made by the Finance & Policy Committee on 6th March 2022 under minutes 21348 and 21349.

21390. **OUTSIDE BODIES**

Members gave reports of meetings attended when representing the Council:

- Cllr Ransley reported that Tring Masonic Society is funding a defibrillator for Tring Community Centre.
- Cllr Patterson had attended the Dacorum Environmental Forum where there had been a discussion on water issues.
- Cllr Hearn reported complaints about banners being displayed on the crash barriers near Christchurch Road. The Clerk to report this to DBC.
- Cllr Hollinghurst attended her final meeting as a Councillor with Tring and District Local History & Museum Society.
- Cllr Townsend attended the Churches in Tring AGM
- Cllr Townsend reported that he had attended the induction of the new Minister at New Mill Baptist Church, and the Tring Music Partnership Gala Event

21391. **TRING YOUTH TOWN COUNCIL**

The notes of the Youth Town Council meeting held on 5th October 2022 were circulated prior to the meeting.

RESOLVED: Proposed by Cllr Hollinghurst, seconded by Cllr Ransley. To note the minutes as presented. Unanimously agreed.

21392. **FINANCIAL MATTERS:**

- (i) The Clerk's Financial Statement was circulated with the Agenda and included:
 - a. February's accounting reports together with a summary of income received and any exceptional expenditure. March accounts and year end figures would be available at the June meeting following the close down on 19th May.
 - b. The Council were notified that the £5,000 grant monies had been received from the Police and Crime Commissioner's Fund for Hertfordshire and had been transferred to Ear-Marked Reserves so that expenditure of the funds can be monitored. Discussions would take place with the HCC Youth programme so a plan for expenditure can be formulated.

- c. The Council was notified that the new bank account with Unity Trust was now open. The proposal was to transfer all of the funds from both the NatWest Current Account and linked Business Reserve Account to the new Account in early May. Investment of funds would be discussed at a future meeting.
 - d. A list of the Annual and one off grants agreed in this year's budget was provided for approval before the cheques were sent out in payment of the same.
- (ii) To certify the Schedule of Payments for both February and March.

RESOLVED: Proposed by Cllr Ransley and seconded by Cllr Hearn

- (i)
 - a. To note the financial statement.
 - b. To note the receipt of the grant funds and approve the transfer to Ear-Marked Reserves.
 - c. To note the update provided and approve the proposal in respect of the Transfer of balances.
 - d. To note and approve the grant payments agreed in this year's budget.
- (ii) To approve the schedule of payments as presented.
Unanimously agreed.

21393. **PLAYGROUND INSPECTION REPORTS**

Reports for (i) Chapel Meadow Play Area and (ii) Pond Close Play Area including gym equipment had been circulated together with a summary and any actions taken.

RESOLVED: Proposed by Cllr Ransley and seconded by Cllr Hearn. To receive and note the reports and the actions taken/to be taken. Unanimously agreed.

21394. **TRING PLACE STRATEGY GROUP**

A report summarising the background, aims and objectives of the group was circulated ahead of the meeting.

RESOLVED: Proposed by Cllr Hearn and seconded by Cllr Ransley. To note the contents of the report and agree to add this group to the “Outside Bodies list”. Representatives to include the Clerk, Deputy Clerk and two councillors. Cllr Ransley would be willing to stay on as a representative for the Council if the new Council wished for her to do so. Unanimously agreed.

21395. **UTILITIES CONTRACTS**

The Council has previously agreed to switch to 'Green Energy' as their gas and electric supplier but unfortunately they were not currently taking on new commercial clients. If the Council wished to remain with a truly 'green' energy supplier Ecotricity seemed to be the best option.

RESOLVED: Proposed Cllr Hearn and seconded Cllr Ransley. To enter into a new contract with Ecotricity for a year for both electricity and gas.
Unanimously agreed.

21396. **EXCLUSION OF PUBLIC & PRESS**

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 by Cllr Ransley and seconded by Cllr McDowell. To exclude members of the press and public. Unanimously agreed.

21397. **DUCKMORE LANE ALLOTMENTS GRASS KEEP**

A copy of the existing Licence and a summary report was circulated ahead of the meeting.

RESOLVED: Proposed by Cllr Patterson and seconded by Cllr Ransley. To enter into a new licence agreement on the same terms as previous years.
Unanimously agreed.

21398. **NORA GRACE HALL REPLACEMENT PROJECT**

A report summarising the quotes that had been received together with copies of the actual quotes were circulated ahead of the meeting.

(i) Quotes for Tree Survey and Tree report were considered.

(ii) Quotes for the Transport Statement and associated works/reports were considered.

RESOLVED:

(i) Proposed by Cllr McDowell and seconded by Cllr Elley. To appoint Trevor Heaps Arboricultural Consultancy to carry out the tree survey and report (£475 + VAT)

(ii) Proposed by Cllr Townsend and seconded by Cllr Ransley. To instruct one of the companies that had quoted, but for the Clerk to obtain advice as to which one is most likely to be able to provide the most suitable report(s). To delegate the final decision on which company to use to the Town Clerk, assisted by Cllr Baker and Cllr McDowell.

21399. **STAFFING MATTERS**

Copies of the new contracts of employment, together with a report summarising the main changes were circulated ahead of the meeting.

RESOLVED:

- (i) To receive and approve the new employment contracts including moving employees currently on SCP1 to SCP2. The new contracts will come into force from 1st April 2023.
- (ii) To agree to the annual salary increment for the Deputy Clerk.

The meeting closed at 9.25pm

Chairman