

**MINUTES OF PLANNING SUB-COMMITTEE MEETING HELD ON MONDAY 13 JUNE 2016
IN THE ROBIN ROOM, THE CASTLE, HERTFORD AT 6.00PM**

PRESENT: Cllr Mrs B Haddock in the chair

Councillors: S Cousins, R Deering, Mrs S. Dunkley, Dr L Radford and
P Ruffles

IN ATTENDANCE: Tricia Carpenter – Civic Administration Manager
Jackie Haynes – Customer Services Assistant
John Lewis – TTIC Assistant

46. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Deards (Holiday)

47. DECLARATIONS OF INTEREST

Cllrs Cousins & Dunkley	Ruffles, &	DPI	East Herts Conservation Area	The Councillors declare an interest to the Committee because each lives in part of Hertford which might have been the focus of a discussion.
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48. THE MINUTES

It was **RESOLVED** that:

The minutes of the Planning Sub-Committee Meeting held on 31 May 2016 were approved as a correct record of the proceedings, and the Chairman was authorised to sign the same.

49. MATTERS ARISING FROM THE MINUTES NOT DEALT WITH ELSEWHERE ON THE AGENDA – PAPER A

- Triple Stall in St Mary's Churchyard – The Committee noted that East Herts have forwarded correspondence agreeing to alter the reference to the responsible bodies.
- Signal Box at Hertford East Station – The Committee noted that Great Eastern Railways have acknowledged correspondence and advised the matter has been referred to Network Rail.
- 22-24 St Andrew Street – The Committee requested that correspondence be made directly to the Chief Planning Officer to ask advice on action that the Town Council may take.

50. **QUESTIONS AND/OR STATEMENTS FROM MEMBERS OF THE PUBLIC**

None.

51. **PLANNING APPLICATIONS**

The Committee considered current planning applications, and commented as follows:

3/16/1185/HH/EB	88 Mangrove Road	Single storey rear extension. Two storey side and rear extension. Hip to gable and pitched roof rear dormer window. (<i>Castle Ward</i>)
No Objection		

3/16/1182/HH/EB	86 Mangrove Road	Single storey rear extension (<i>Castle Ward</i>)
No Objection		

3/16/1190/HH/SD	91 Sele Road	Ground floor side extension (<i>Castle Ward</i>)
No Objection		

3/16/1196/HH/SD	112 The Avenue	Single storey side and rear extension, demolition of existing garage (<i>Bengeo Ward</i>)
The Committee expressed their disappointment at the loss of the garage and front garden in this proposal.		

3/16/1075/HH/MC	The Cedars, 48b Queens Road	Loft conversion, addition of 2 flat roof window and 3 front roof windows to side elevations, replacement of existing windows to front elevation with lower window cill (<i>Castle Ward</i>)
No Objection		

3/16/1198/HH/EB	9 Foxes Close	Single storey front extension and garage conversion. (<i>Kingsmead Ward</i>)
The Committee regretted the loss of the garage in this proposal.		

3/16/1221/ADV/DS	29 Maidenhead Street	Pinned black letters to be mounted to shop front with a pinned CeX white and red badge sign to be externally illuminated by trough lighting. Non illuminated projecting sign to be installed to left of the shop front. (<i>Castle Ward</i>)
No Objection		

3/16/1195/HH/MC	12 Fordwich Rise	Single storey front extension (<i>Sele Ward</i>)
No Objection		

3/16/1228/FUL/TH	Elbert Wurlings, Pegs Lane	Demolition of existing building and erection of 5 storey residential development of 14 apartments. Ground floor licenced café and basement parking (<i>Castle Ward</i>)
Whilst the Committee welcomes the redevelopment of this site a preference for a bolder design statement would have been welcomed in respect of its key position on prominent approaches into Hertford. The Committee expressed concerns that at 6 storeys, the proposal was an overdevelopment of the site and questioned the lack of		

parking for the intended occupancy. The Committee would also like to see the existing wall figure retained.

3/16/1210/LBC/DS	29 Maidenhead Street	Timber framed shopfront painted black with new internal and external shutters fitted. Removal of existing internal partition walls and installation of new internal partition walls. New flooring to be installed. Pinned black letters to be mounted to shop front with a pinned CeX white and red badge sign to be externally illuminated by trough lighting. Non illuminated projecting sign to be installed to left of the shop front. (<i>Castle Ward</i>)
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The Committee objected to the proposal of internal and external shutters and felt the intended changes to the fenestration may not be in keeping with neighbouring properties in the terra-cotta building of which number 29 forms a part.

3/16/1209/FUL/DS	29 Maidenhead Street	Timber framed shop front painted black with new internal shutters fitted. Removal of existing internal partition walls and installation of new internal partition walls. New flooring to be installed. (<i>Castle Ward</i>)
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The Committee objected to the proposal of internal and shutters and felt the intended changes were not in similar keeping in architectural terms with other properties on the street and neighbouring properties within this Conservation Area.

3/16/1018/HH/AH	10 Desborough Close	Single storey front and rear extensions. Two storey front, side and rear extension (<i>Bengeo Ward</i>)
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The Committee raised concerns that the proposal would alter the street scene.

3/16/1256/HH/SD	29 Byde Street	Single storey rear extension with part lean-to roof with roof lights and part pitched roof (<i>Bengeo Ward</i>)
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The Committee expressed concerns over the loss of light to neighbouring properties.

3/16/1266/HH/EB	15 Foxholes Avenue	Single storey rear extension
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No Objection

3/16/1280/HH/SD	8A North Road	Single storey side extension and alterations to rear elevation windows
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In keeping with the existing property the Committee would have preferred the proposal of a pitched roof extension.

Councillors Cousins, Deering and Ruffles declared that any views expressed about applications were on the evidence before them so far, and at this meeting. They reserved the right to speak on additional evidence, which may be presented to them subsequently as District Councillors.

52. DECISIONS RECEIVED FROM HERTFORDSHIRE COUNTY AND EAST HERTS COUNCILS

The review of decision notices from East Herts Council were noted.

53. CORRESPONDENCE

Correspondence has been received from East Herts District Council in respect of 42 Thornton Street to advise their intention to appeal.

54. EAST HERTS COUNCIL CONSERVATION AREA APPRAISAL

The Committee considered the document page by page and made the following comments and recommendations to the Development and Leisure Committee:-

Page	Para	Comment
1	1.2	The Committee strongly endorsed the paragraph regarding the clear distinction between the built form and the open countryside to be maintained.
2	1.5	The quality of spaces between buildings as mentioned in the report was considered important.
2	1.6	Any recommendations in this response where the Town Council agrees to undertake an action will be completed as and when resources become available
2	1.9	The document states that the appraisal has been undertaken in partnership with the Town Council. The Committee believed the Town Council was a consultee rather than a partner?
3	1.10	The Committee acknowledged and welcomed the inclusion of many more buildings considered worthy of protection in the character statement
4	2.7	The Committee strongly endorses the sentiments within this paragraph.
7	2.17	The Committee endorsed the comments in the paragraph and acknowledged that poor quality paving detracts from an area in the same way that poor quality buildings do, e.g. Maidenhead Street.
7.	3.1	This is believed to refer to Hertford East Station rather than Hertford North, as stated in the appraisal. St Andrew Street – Not St Andrews (continuing throughout document. Site of Hertford Castle, not sit.
13	4.9	The reference to chimneys was considered important, as well as walls and railings.
15	Pic 4	The description here is incorrect. The white painted houses are the original dwellings, the others in the terrace are later additions. The dwellings were not built as a block
21	Pic 19	The Committee agreed with the general observations.
31	Pic 29	The Committee noted the comments regarding the Ashley Webb Shelter and felt that a discussion and decision was required urgently, including a consideration of the case for retention
31-32	5.33 onwards	Huge additions are suggested for inclusion in Article 4 Direction which the Committee welcomes, wanting to seek protection for all the areas detailed. All have qualities the Council would wish to protect. It was suggested that the cottages before 109 -119 Bengoe Street should be included in the suggested A.4 Direction. If prioritizing was necessary, it was thought the main roads of Ware Road, Hertingfordbury Road & Bengoe Street should be first priorities
36	5.49	Spelling error – Windows not widows.
38	Pic 39	Crumbling stone by walkway – Possible Town Council action to protect?
39	Pic 40	Town Council action – improvements to Moat Garden
46	5.88	Spelling error – Bircherley Green

46	5.90	Should read New Road not New Street
54	5.113	Agree 3-8 Grove Walk.
65	5.154	Spelling error – should be Farquhar (& continuing in document)
66	5.159	Should read Cross Road
69	5.171	Should read 56 Port Vale to the Mill Stream (Change direction)
71	5.181	Removal of small area of Ivy – Town Council action?
75	5.194	Should be Pitteway Walk not Pilleway Walk. Also page 81.
81	Pic 96	Could the repair of the wall be a Town Council action?
82	5.214	Should read Bengeo Street not Bengeo Road.
82	5.216	The Committee strongly agree with the phrasing ‘the delightful grouping known as The Folly’.
88	5.234	Should read New Road not Ware Park Road.
89	Pic. 105	This is New Road.
89	5.235	Should read New Road not Ware Park Road
97	Pic 116	Gates to Hartham Common – Town Council Action? The Committee also suggested that a liaison meeting be arranged with East Herts to establish how best to take various actions forward.
98	5.261	Further improvement of the open space at St Leonard’s Garden – Town Council Action or East Herts Council?
98	Pic 117 & 118	Can we refurbish these as a Town Council? The Committee also suggested that all the cast iron street signs be refurbished.
99	5.262	Chest Tomb – Currently working on.
99	5.263	Harford Common – The Committee ask for clarification as to whether this is an historical name? In addition; suggested ‘crossed by the River Beane and the River Lea’.
100	5.264	Bengeo Trinity Football Club ground – The Committee asked for clarification as to whether this is the cricket ground in New Road?
101	5.273	Repairs to the boundary fence in the small play area – Town Council Action?
105	5.283	Benson Tomb – Currently working on.
106	5.290	The Committee requested the words Morgans Road, be added earlier in the paragraph for identification.
108	5.298	Mango Lodge - The Committee requested confirmation regarding the accuracy of the name?
109	Pic. 133	Question: Does the Town Council know the answer?
110	5.304	16 – 46 Queens Road – Is this an Article 4 Direction suggestion?
114	Pic.140	Bollard – Town Council action for refurbishment?
114	Pic.142	The Committee agreed that the railings are an important historic feature.
116	5.325	The Committee suggested that repairs to the Chest Tombs should be investigated.
118	5.332	This should be All Saints’ Churchyard not St John’s.
118	5.334	The Committee agrees.
118	5.334 (b)	The Committee suggested lower case ‘g’ in ‘Large Gateway site’.
119	5.335	The Committee felt the land west of County Hall should be prioritised as an important green finger as a woodland surrounded open green space.
120	5.339	The Committee requested that the Town Council send correspondence to the County Council regarding the repairs to the lanterns.
122	5.347	Leahoe House – The Committee would wish to see this building retained.
122	Pic. 152	Leahoe House – The Committee requested that the District Council consider this building for Listing.
123	5.350	No. 2 – 48 Remove question mark.
124	5.353	The Committee were not particularly concerned by the ivy and

		considered this a low priority.
124	5.356	The Committee endorsed the paragraph and consider this very important and it should not be removed.
124	5.358	The Committee endorsed the paragraph.
126	5.367	The surround of Hertford Town Football Club is owned by East Herts District Council it was understood, and Committee suggested consideration of writing to the District Council to ask for assistance to Hertford Town Football Club in tidying up this area.
126	5.367	The Committee felt the reference to fly tipping should be removed from the last line.
128	5.374	Signal Box – The Planning Sub Committee had previously written to Network Rail for improvements. Permission has not previously been granted, as far it knew, for removal.
132, 136, 137 & 140	5.386	This should be Townshend Street no Townsend Street (continuing throughout the document).
142	5.425	Junction Box – Do we have any information on this?
142	Pic. 177	The Committee considered this could be painted by Hertford Town Council?
146	(d)	The Committee considered this to be an important gateway into town and would wish to see it greatly improved.
147	6.3	The Committee endorsed the green fingers and strongly agreed that these must not be eroded.
148	6.7	Article 4 Directions – Commonly used elsewhere should be used widely by East Herts to ensure the identified areas of Hertford.
148	6.9	The Committee strongly agreed.
148	6.11	The Committee strongly agreed that particular attention should be paid to improving Maidenhead Street and agreed that it is a matter of high importance.
153 - 154		Typing errors of street names; Townshend Street, Farquhar Street.
154	7.14	Should be Mangrove Road not Mango Road.
155		Proposals: Signs & shop front facias – The Committee suggested investigation into best practice elsewhere in regard to shop front guidelines to ensure high quality. The Committee would also welcome some assistance for the Planning Sub Committee in respect of such guidelines from D&L.
155		The Committee suggested that D&L seek a meeting with the District Council in the Autumn to consider the 'jobs list' (7.17) to clarify the role of the Town Council.
155		Should be Neal Court not Neil Court.
Maps	Map. 2	The Committee endorsed the value of including green fingers in Conservation Area beside the railway line at Beane Road.
	Map. 2	The Committee was happy with the outs and ins on the map. However it called for the numbers 1 – International House to be included within the Tamworth Road proposal.
		Article 4 Direction: While strongly urging East Herts Council to seek Article 4 Directions protection for each of these areas suggested in the appraisal, the Committee suggested a priority for such Directions should be given to Ware Road, Bengo Street, Hertingfordbury Road; then Folly Island, Lower Bengo and Townshend and Villiers Streets areas.

In conclusion the Committee raised the point that many people are not aware that they reside in a Conservation Area, therefore, to what extent does D&L feel the Town Council should seek to publicise these areas to the public in order that they may be aware of the benefits and restrictions of residing in the Conservation Area.

55. ITEMS FOR FUTURE AGENDA

No items put forward.

Meeting adjourned at 7.30pm and reconvened at 5.30pm on 14th May 2016, closing at 7.00pm.