



ALDENHAM PARISH COUNCIL

Notice is hereby given of the July meeting of the **FULL COUNCIL** on Monday 26th July 2021 at 7.30pm in the Radlett Centre, Aldenham Avenue, Radlett.

Members are hereby summoned to this meeting and reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item.

A handwritten signature in black ink, appearing to read 'Peter Evans'.

Peter Evans
Parish Council Manager
20th July 2021

AGENDA

1. To receive apologies for absence.
2. Declarations of interest on any item on the Agenda.
 - a) Disclosable pecuniary interests they or their spouse/partner have in any matter which is to be considered at this meeting.
 - b) Members must also declare any other pecuniary or non-pecuniary interests they have in any matter to be considered at this meeting.
3. To adjourn the meeting for members of the public to address the Council (in accordance with Standing Order 3e).
4. To approve and adopt the minutes of the Full Council meeting held on 28th June 2021 (in accordance with standing order 12c).
5. Manager's Report.
6. Chairmen's Announcements.
7. To consider an application from Radlett Bowls Club to extend their premises.
8. To receive the minutes from the following working parties and agree their recommendations.
 - a) Radlett Youth Council meeting 5th July 2021.
 - b) Access for All Working Party meeting 8th July 2021.
9. Finance.
 - a) To authorise the payment of accounts for July.
 - b) To receive the latest financial statements.



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10. The Full Council is asked to receive and adopt the minutes and approve publication on the Council website of the following Committees (In accordance with Standing Order 6.4.8).

- a) Planning Committee meeting 21st June 2021.
- b) Planning Committee meeting 5th July 2021.

11. Items of interest from Minutes of other authorities (for information only).

Date of and any items for the next meeting -- **Monday 23rd August 2021.**

Meetings scheduled for the next month.

Monday 2nd August 2021 – 7.30pm – Planning Committee

Monday 16th August 2021 – 7.30pm -- Planning Committee

Monday 16th (10.30am – 12.30pm) & Monday 23rd August (10.30am – 1.30pm) – Fun in the Park – Phillimore Rec

Monday 23rd August 2021 – 7.30pm – Full Council meeting.

All members of the Public & Press are welcomed to attend the meeting in The Radlett Centre, please note that the wearing of masks, and signing in will be necessary. There is a session titled, *To adjourn the meeting for members of the public to address the Council.* During this session, you may address the Council regarding any items on the agenda. This agenda item has a time limit of 10 minutes. Each person can speak for a maximum of three minutes.



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DRAFT Minutes of the meeting of the **FULL COUNCIL** held at 7.45pm on 28th June 2021, in the Radlett Centre, Radlett.

Present: Councillors J Lefton (Chairman), E Samuelson, M Cherry, D Lambert, C Kilhams, A Robinson, H Jones, C Diskin, S Wilson & S Khawaja.

Officer: P Evans (Council Manager).

268. Apologies for absence.

Apologies were received from Cllrs D Wickham & J Graham.

269. Declarations of interest on any item on the Agenda – None.

270. To adjourn the meeting for members of the public to address the Council (in accordance with Standing Order 3e)

There were no members of the public present.

271. To approve and adopt the minutes of the Annual & Full Council meeting held on 24th May 2021.

These minutes were signed as a true record by Cllr J Lefton, and adopted by the council.

272. To receive the Manager's report (for information only).

This had been previously circulated and is attached for reference purposes.

273. Chairman's announcements.

Cllr J Lefton stated that she had attended a ceremony at Fair Field School. The school has been recognised for its teaching during the Covid19 restrictions, and had received a Silver Award, one of only twelve in the country. These schools have now been put forward for the Gold Award which will be announced later this year.

274. To appoint the Chairmen of the Working Parties.

The membership of these working parties had been agreed in May. Cllr J Lefton then went through each working and the following chairmen were agreed

a) RNP-- CiL Projects Review Group – Cllr E Samuelson

b) Green Issues – Cllr D Wickham

c) P Rec Improvements Project – Cllr C Kilhams

d) Around Radlett – Cllr J Lefton

e) Queens Jubilee 2022 – Cllrs H Jones & C Diskin

f) Winter/Summer Activities -- Cllrs H Jones & C Diskin

g) Disability – Cllrs C Diskin & J Lefton



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h) Allotments – Cllr J Graham. Cllr D Lambert will also join this working party.

275. To authorise the payment of accounts for June.

A list of payments had been circulated prior to the meeting. It was then;

Resolved that all payments appended to these minutes are approved, and that the BACS list is signed by Cllrs M Cherry & J Lefton to authorise the PCM to complete these transactions.

276. The Full Council is asked to receive and adopt the minutes and approve publication on the Council website of the following Committees (In accordance with Standing Order 6.4.8).

Resolved to adopt the minutes and recommendations of

a) Planning Committee meetings of 17th May & 7th June 2021.

b) Finance & General Purposes Committee meeting 14th June 2021.

Re: 'Terms of Reference' for the Committee.

(i) That the 'Terms of Reference' as proposed by the Council Manager be adopted with the inclusion of a reference point that the committee is responsible for considering CiL Community Grants as well as small grants.

(ii) That a working party is set up consisting of no less than three members who will meet to review all policies held by APC.

(iii) That a staffing sub-committee is set up, with the 'Terms of Reference' to be considered at the next meeting.

Re: CiL Funds received in April 2021.

(iv) That the £71,239.22 CiL receipts received in April 2021 be allocated to the Phillimore Rec Improvements project.

(v) That this CiL project is renamed Phillimore Rec Improvements (Phase 1).

Re: Bank balances as at 30th April 2021.

(vi) That the cash books and balances are agreed and that Cllr M Cherry signs the report accordingly.

(vii) That the CM circulates the draft investment strategy which includes considering investing in investments which are for the longer term (five years plus) in order that a decision can be made at the next meeting.



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(viii) That the HertsmereBC bond which matures in July is not renewed and held as cash until the September decision is made.

Re: APC Secretarial Services to RCT.

- (ix) That APC give RCT three months' notice of its intention not to continue providing company secretary services to the RCT.*
- (x) That the Council Managers job description is amended to reflect this change, all other terms and conditions will not be affected.*

277. Items of interest from Minutes of other authorities (for information only)

Cllr S Wilson gave an update on the recent RCT Board meeting he had attended.

The Chairman will then move the following resolution;
That under the Public Bodies (Admission to Meetings) Act 1960 s 1(2), the press and public is excluded from the meeting whilst pertaining to employees of the council or tenders are discussed.

The Council Manager left whilst this matter was discussed.

278. To appoint a member to investigate a complaint.

Cllr J Lefton advised that as per the complaints policy she had received correspondence from a resident regarding a member of staff. As she felt that she could not independently investigate the matter she had brought the matter to the council.

After a short discussion it was;

Resolved

- a) That Cllr J Graham will carry out an initial investigation***
- b) That Cllr J Lefton will advise the complainant and ask if the correspondence can be passed to Cllr J Graham.***

Date of next meeting 26th July 2021 – 7.30pm

There being no further business the meeting closed at 8.08pm

Chairman Date



Managers' Report – July 2021

To review the proposed lease for the booster station on top of The Radlett Centre (see minute 191 & 234)

- a) *That APC enter into a contract with Russell-Cooke Solicitors to act on behalf of APC in this matter.*
- b) *That APC enter into a contract with Arc Partners to carry out a survey regarding the potential rent for the mast.*
- c) *That as this is a new lease, and that APC have now agreed to pay RCT one payment per year, that any rent received remains the income for APC. Chased 22/6 negotiations ongoing.*

To receive an update on the Allotment Drive reinstatement project (see minute 196, 232 & 246)

That the plans are submitted to Hertsmere Borough Council for consideration. – Plans submitted to HertsmereBC.

Re: Transfer from Barclays to Unity Trust Bank

That APC open an account with Unity Bank PLC with the signatories being any two members of the F&GP Committee. – account open just looking at transferring account from Barclays– more info sent 1/7.

To receive an update from the Phillimore Rec Improvement Working Party (see minute 267)

A report from the cost consultant had been circulated prior to the meeting. Cllr C Kilhams added that there were two options put forward for consideration by members. After some discussion it was

Resolved to continue with the initial scheme, and ask IID to produce those plans for public consultation. – further meeting with architects.

To appoint the Chairmen of the Working Parties (see minute 274)

The membership of these working parties had been agreed in May. Cllr J Lefton then went through each working and the following chairmen were agreed

- a) ***RNP-- CiL Projects Review Group – Cllr E Samuelson***
- b) ***Green Issues – Cllr D Wickham***
- c) ***P Rec Improvements Project – Cllr C Kilhams***
- d) ***Around Radlett – Cllr J Lefton***
- e) ***Queens Jubilee 2022 – Cllrs H Jones & C Diskin***
- f) ***Winter/Summer Activities -- Cllrs H Jones & C Diskin***
- g) ***Disability – Cllrs C Diskin & J Lefton***
- h) ***Allotments – Cllr J Graham. Cllr D Lambert will also join this working party.***

Re: 'Terms of Reference' for the Committee.

- (i) *That the 'Terms of Reference' as proposed by the Council Manager be adopted with the inclusion of a reference point that the committee is responsible for considering CiL Community Grants as well as small grants.*
- (ii) *That a working party is set up consisting of no less than three members who will meet to review all policies held by APC.*



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- (iii) *That a staffing sub-committee is set up, with the 'Terms of Reference' to be considered at the next meeting.*

Re: CiL Funds received in April 2021.

- (iv) *That the £71,239.22 CiL receipts received in April 2021 be allocated to the Phillimore Rec Improvements project.*
- (v) *That this CiL project is renamed Phillimore Rec Improvements (Phase 1). – **completed.***

Re: Bank balances as at 30th April 2021.

- (vi) *That the cash books and balances are agreed and that Cllr M Cherry signs the report accordingly. **Completed.***
- (vii) *That the CM circulates the draft investment strategy which includes considering investing in investments which are for the longer term (five years plus) in order that a decision can be made at the next meeting. – **Completed.***
- (viii) *That the HertsmereBC bond which matures in July is not renewed and held as cash until the September decision is made.*

Re: APC Secretarial Services to RCT.

- (ix) *That APC give RCT three months' notice of its intention not to continue providing company secretary services to the RCT. – **completed.***
- (x) *That the Council Managers job description is amended to reflect this change, all other terms and conditions will not be affected.*

To appoint a member to investigate a complaint.

- a) *That Cllr J Graham will carry out an initial investigation*
- b) *That Cllr J Lefton will advise the complainant and ask if the correspondence can be passed to Cllr J Graham*

Staffing information -- There has been 0 day's sickness since the last meeting.

It is the intention to open the office at the Radlett Centre from Monday 26th July 2021, on Monday, Wednesday & Friday, 10.00am to 1pm with at least one member of staff present.

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Council Document To consider a request to alterations to the Radlett Bowls Club pavilion	AGENDA item 7 Full Council Meeting 26th July 2021
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Background

In February 2021 the Open spaces committee (Agenda item 9) agreed, in principle, to a request from the Radlett Bowls club to extend their pavilion. They are, however, unable to proceed with the work due to the cost and have asked APC to consider the attached proposal to replace one of their current sheds/wooden changing rooms.

The bowls club have spoken to Hertsmere BC with regard to planning but they are unable to respond until a formal application is submitted. As the bowls club will incur considerable expenses drawing up plans in order to apply for planning permission they have requested APC's agreement in principle to the revised proposal before they make any financial commitment.

Recommendations

Agree in principle to the alterations subject to:

- The rent payment should be reviewed in respect of extra expense to APC including building insurance
- An amendment will be required to the lease to include the new plans. The council's solicitors have advised that this may be by way of an attachment to the existing lease.
- That the bowls club have separate utilities (the costs of which will be met by the bowls club) from those of APC
- The alterations may provide an opportunity to re-write the site plan to change the fencing at the rear of the building to improve the Gills Hill Lane entrance to Phillimore Recreation Ground.

Reasons for recommendation

- The council should support local organisations. The bowls club are expanding and require enhanced facilities to meet the increased needs.
- APC currently pay the buildings insurance and utility costs in respect of the bowls club. There was an increase in premium following the addition of the changing room.

Alternative options

The council could oppose the alterations.

Financial Implications

£750 in respect of the amendment to the lease (Radlett bowls to club to pay their own fees).

Risk Management Implications

- Health and safety risks will need to be considered during the works.
- The bowls club will need to ensure sufficient funding is available to complete the project.

Members are asked to consider this report.

Wendy McLean,
Open Spaces Officer

Email received from Radlett Bowls Club

We refer to our previous correspondence when we asked for your outline permission to extend the pavilion. We have put a lot of work getting estimates and unfortunately the cost is prohibitive and far beyond our means.

We have however another idea which is considerably cheaper and will enhance our facilities.

The old wooden changing room just inside the gate was purchased by us nearly 30 years ago and was second hand then. The hut is now needing extensive repair to the roof and we have already had to replace some rotten panels. Our idea is to replace this 'shed' with a new one but a larger version. The present one is about 3m x 3.5m and we would like to erect one about 5m x 5m which will accommodate our increased membership (now over 90). The small store adjoining would also be replaced which would be about 1.5m x 2m. Both of these would be 'log effect' similar to the new changing room erected 2 years ago. It would be necessary to extend the existing concrete base and realign the path. The existing path is concrete and is breaking up and is in need of repair or replacement. A plan is attached.

With this new changing room we would use the old ladies changing room as our kitchen area. The existing kitchen area will be moved from the end of the main pavilion area into the freed up room and we would like to change access so that it can be entered direct from the main pavilion rather than from the veranda.

We believe these alterations will greatly enhance the club and enable us to accommodate our larger membership and enable us to have better dining facilities so that we can sit more people.

We do not think that planning permission will be required to replace the sheds and the change of access is just an internal alteration.

We seek your permission to carry out these works and ask that it be considered at the next meeting of the Open Spaces Committee.

Radlett Youth Council Minutes- 5th July 2021

Attendees: Jacob H (Chairman), Rachael F, Jasper C, Tamzin W, Y Sharma & E Sharma, Cllr. Estelle Samuelson and Peter Evans

1. Welcome and Apologies: Jacob welcomed everyone. As this was the first face to face meeting since early 2020, everyone introduced themselves. Apologies received from Ishaa V, Ashleigh T, Ethan K, Lucy G, Maddie & Richard.

2. Talk from Ruby re Radlett Action for Racial Equality. Unfortunately, Lauren has moved out of the area so was unable to join the meeting. It was decided not to pursue this matter any further.

3. Minutes from the last meeting.

Jacob went through the minutes and the actions which were agreed.

4. Who is available to run smoothie bike at 100 Year celebration event at Phillimore Rec.

Cllr E Samuelson explained the format of the event which is on **Sunday 12th September 12 midday until 8.30pm.** There will be two films being shown at lunch time (family film) and then at 6.30pm – probably Mama Mia. There will also be a fun fair, food stalls, a stage upon which there will be local talent and a comedian. There will also be some stalls for local charities and societies.

Jacob then outlined what a smoothie bike does. So, people ride the bike in order to power the mixer for the smoothie made from fruit etc. The Youth Council had done this before, people will be asked to donate for the smoothie. The donation will be given to the charity chosen by the RYC, which this year is 'Herts Homeless'.

Peter explained that the bike was free but that it will need to be staffed and the fruit obtained. After some discussion it was agreed

- **That the youth council will volunteer to do shifts of about two hours each. There will need to be at least three people per shift. This will be 11.30am until 6pm.**
- **Jacob will put a message on 'What's App' for those that are missing today regarding the event and the need to volunteer**
- **Peter will circulate a shift volunteer list for everyone to commit to so we know that we have enough volunteers.**
- **Peter to check for RYC banners and size of APC gazebo plus tables for the stall which must be near the depot.**
- **Jacob will write a letter to local shops asking for donations of fruit etc. that can be used – will acknowledge them with a poster on the stall.**

- **Peter to ask 'Herts Homeless' if they have any leaflets that can be displayed at stall to show who we are raising funds for.**

5. Update from the Parish Council:

Cllr. Estelle Samuelson updated the RYC about the proposals for a café in Phillimore Rec. The Council are now asking Hertsmere Borough Council to look in principle at the idea before a full application is made. Once this process has been completed then the RYC will be sent copies of the plans etc. to ask them for their ideas.

Jacob then gave some information to the new members regarding the RYC campaign to try to get a bus to Stanmore. Rachael wondered if we could also ask for the current bus to run more than once an hour.

Cllr E Samuelson then added that the RNP was now a statutory document, so APC are now looking at some of the projects that are contained in the plan regarding improving the cycle ways. A link to the London Cycle network would be good as well as north to St Albans.

6. Any other business:

Jacob added that as some members would be leaving as they have left school and would probably going to university, a recruitment drive was necessary. There was some discussion and it was agreed to consider

- **Leaflets at the bus stops – Jacob to write a letter to bus companies to see if that is ok.**
- **Purchase space at google ads**
- **APC website and social media**
- **Advert in 'My Radlett News' and 'Around Radlett'**
- **Write to schools**
- **Leaflets etc. at stall at 100-year celebration in September.**

7. Set a date for the next meeting:

Proposed date for the next meeting is **Monday 6th September at 6pm to discuss the 100-year event, this will be held in the Radlett Centre.**

ACCESS FOR ALL WORKING PARTY

DRAFT Minutes of the meeting of the **ACCESS FOR ALL WORKING PARTY** held at 1.30pm on 7th July 2021, via zoom conferencing.

Present: Councillors J Lefton (Chairman) & C Diskin, J Maizels & J Treves-Brown.

Officer: P Evans (Council Manager).

1. Introductions

As this was the first meeting everyone introduced themselves and stated why they wanted to be on the working party.

2. Terms of Reference for the working party – what are we looking to address.

JTB then asked why APC had assumed that the chair would be appointed by them. It was explained that as this was a new venture for the council, that they wanted to set all working parties up correctly, but in the future, this could change. It was emphasised that the Chair's role was only to ensure the meeting was conducted in a fair manner.

The name of the working party was also discussed, especially the word 'disability'. After a long conversation it was

Agreed that the name will now be 'Access for All Working Party'.

There was a discussion regarding producing a calendar so people can be aware of 'special days' where areas are highlighted on these days.

Action – C Diskin to produce a calendar.

Several amendments to the 'Terms of Reference' were suggested. This will be circulated and then agreed at the next meeting.

3. Agree next steps.

J Treves-Brown had sent a list of areas to look at which the group went through.

ACCESS FOR ALL WORKING PARTY

- Lifts at Radlett Station – There was some discussion regarding whether this was still on the Network Rail list to be installed. This will be taken up with the MP.
This then broadened out to the challenges of people trying to access shops etc, so the group will look to commission an access audit – **C Diskin will draw up a brief which can then be passed to charities etc who may be able to take on the work.**
- Disabled Parking – These bays need to more identifiable as currently marked out in white. – J Lefton to take this up with HertsmereBC.
- Bays not wide or deep enough -- J Lefton to take this up with HertsmereBC.
- No disabled parking bays on West side of Watling Street – This is private land so difficult to achieve.
- No disabled parking bays in Phillimore Rec car park – This will be addressed P Evans will look to see if these can be marked out.
P Evans to also check if there is an emergency cord in the disabled toilets at P Rec and where it is linked to.
- Communication – can this all be in font 14. – Brief discussion regarding extra cost of producing Around Radlett in this format, possible solution to produce a few in the office.

4. Date for next meeting. 1st September 2021, 1.30pm via zoom.

There being no further business the meeting closed at 3pm

Chairman

Date

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Public Document

AGENDA item 9b

To receive the latest financial statements.

Full Council meeting 26th July 2021

Here are the figures for all committee's year to date, this is up to the end of May 2021 which is two months into the budget year, so we would expect income and expenditure to be about 16.67% of budget. Overall the Council is on track, and I have reported the large variances.

Figures as at the end of May 2021 -- Month 2 (16.66%) of year.

INCOME						
Committee	Received	Budget YTD	Variance	U/F	Received YTD 2020/21	Reasons
Admin (F&GP)	318,494	319,051	-557	U	343,667	No income from compost bag sales as Radlett Centre is closed and interest from CCLA investment has reduced dramatically from when budget set.
Open Spaces	345	-00	345	F	35	Film Hire at Letchmore Heath not expected.
Community	9,218	-00	9,218	F	6,078	This is an accrual for grant received from HertsmereBC, HertsCC plus sponsorship from Debenhams Ottaway in 2020/21 for 100Year Celebration at P Rec.

Expenditure						
Description	Spend	Budget YTD	Variance	F/U	Spend YTD 2020/21	Reasons
Admin (F&GP)	62,235	61,952	-283	U	78,565	Mis-posting of designs for Radlett Centre (£850) which will be corrected soon.
Open Spaces	33,614	28,164	-5,450	U	24,114	Tree works from 2020 schedule in Tykeside and KGV Playing Fields were carried out towards the year end so were invoiced in 2021/22 accounts. Adjustments were agreed at F&GP meeting in June so figure will reduce.
Community	8,699	13,864	5,165	F	13,906	The CAB grant request of £5,000 was received after May.

Earmarked/Capital Reserves

There has been no expenditure from Earmarked and Capital Reserves in this period.

Community Infrastructure Levy (CIL)

The balance in CIL as at the 31st March 2021 was £373,810.72 and a further £71,239 was received in April. £9,120 has been allocated so far this year to, architects fees for the Phil Rec Improvement project, and grants to Letchmore Heath Memorial Hall and Radlett Bowls Club. The F&GP Committee have allocated these funds as noted below.

- Phillimore Rec Improvements - Phase 1 - £396,343
- Community Capital Grants -- £58,546

Peter Evans

Council Manager

Detailed Income & Expenditure by Phased Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Administration								
1010 Compost Bags Income	0	0	0	500			0.0%	
1020 Miscellaneous Income	0	84	84	500			0.0%	
1025 Bank Interest Received	27	500	473	3,000			0.9%	
1076 Precept	318,467	318,467	0	636,934			50.0%	
Administration :- Income	318,494	319,051	557	640,934			49.7%	0
4000 Salaries	17,108	17,108	0	102,647		85,539	16.7%	
4005 Overtime	53	84	31	500		447	10.6%	
4015 ERS NIC&Pension	5,763	5,782	19	35,664		29,901	16.2%	
4030 Travel & other staff expenses	0	116	116	700		700	0.0%	
4100 Utilities - Gas, elec & water	316	900	584	10,000		9,684	3.2%	
4110 Insurance	4,543	4,500	(43)	13,500		8,957	33.7%	
4120 Telephone	94	250	156	1,500		1,406	6.2%	
4140 Professional Fees	1	56	56	4,000		4,000	0.0%	
4150 Audit & Accountancy	(1,600)	(1,985)	(385)	2,652		4,252	(60.3%)	
4200 Office Cost	1,775	870	(905)	5,224		3,449	34.0%	
4225 IT	2,791	2,791	0	16,000		13,209	17.4%	
4240 Training	210	250	40	2,000		1,790	10.5%	
4300 Agency Services	6,334	6,334	0	8,200		1,866	77.2%	
4405 Asset Purchase	0	0	0	17,500		17,500	0.0%	
4437 Neighbourhood Plan Expenditure	1,085	1,000	(85)	1,000		(85)	108.5%	
4490 Miscellaneous Expenditure	67	84	17	500		433	13.5%	
4495 Compost Bags Costs	0	84	84	500		500	0.0%	

Detailed Income & Expenditure by Phased Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4510 Subscriptions	1,569	1,600	31	2,500		931	62.7%	
4530 Radlett Centre Trust Grant	20,000	20,000	0	137,000		117,000	14.6%	
4600 Election Costs	0	0	0	5,000		5,000	0.0%	
4610 Contingency	0	0	0	11,773		11,773	0.0%	
4612 Newberries Car Park Grant	2,128	2,128	0	8,512		6,384	25.0%	
4613 Chalmers's Allowance	0	0	0	1,600		1,600	0.0%	
Administration :- Indirect Expenditure	62,235	61,952	(283)	388,472	0	326,237	16.0%	0
Net Income over Expenditure	256,259	257,099	840	252,462				

14:23

Detailed Income & Expenditure by Phased Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>201 Open Spaces</u>								
1020 Miscellaneous Income	0	0	0	100			0.0%	
1150 Allotments Income	70	0	(70)	2,200			3.2%	
1160 Site Rental	275	0	(275)	6,000			4.6%	
Open Spaces :- Income	345	0	(345)	8,300			4.2%	0
4000 Salaries	14,401	14,508	107	82,834		68,433	17.4%	
4005 Overtime	627	600	(27)	3,000		2,373	20.9%	
4015 ERS NIC&Pension	2,340	2,200	(140)	32,256		29,916	7.3%	
4030 Travel & other staff expenses	0	100	100	600		600	0.0%	
4100 Utilities - Gas,elec & water	1,394	980	(414)	5,814		4,420	24.0%	
4225 IT	130	0	(130)	0		(130)	0.0%	
4240 Training	0	320	320	2,500		2,500	0.0%	
4401 Open spaces	1,590	1,000	(590)	12,000		10,410	13.3%	
4405 Asset Purchase	2,250	2,250	0	8,000		5,750	28.1%	
4411 Depot	1,630	1,500	(130)	9,800		8,170	16.6%	
4417 Fleet management	2,090	2,206	116	7,306		5,216	28.6%	
4441 High street	582	250	(332)	4,500		3,918	12.9%	
4451 Tree Management	6,110	1,530	(4,580)	12,240		6,130	49.9%	
4460 Protective Clothing	60	120	60	1,500		1,440	4.0%	
4490 Miscellaneous Expenditure	0	0	0	500		500	0.0%	
4492 Security	410	600	190	6,500		6,090	6.3%	
Open Spaces :- Indirect Expenditure	33,614	28,164	(5,450)	189,350	0	155,736	17.8%	0
Net Income over Expenditure	(33,269)	(28,164)	5,105	(181,050)				

Detailed Income & Expenditure by Phased Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
301 Community Development								
1020 Miscellaneous Income	0	0	0	500			0.0%	
1021 Winter Fair Income	0	0	0	1,000			0.0%	
1070 Grants Ryed - Other	9,218	0	(9,218)	0			0.0%	
Community Development :- Income	9,218	0	(9,218)	1,500			614.5%	0
4000 Salaries	5,487	5,482	(5)	19,002		13,515	28.9%	
4005 Overtime	0	50	50	500		500	0.0%	
4015 ERS NIC&Pension	828	784	(44)	4,705		3,877	17.6%	
4030 Travel & other staff expenses	0	60	60	360		360	0.0%	
4226 Website Design & Maintenance	147	150	4	900		754	16.3%	
4405 Asset Purchase	0	0	0	5,000		5,000	0.0%	
4420 Christmas Lights	357	212	(145)	5,500		5,143	6.5%	
4433 Event - Summer	0	0	0	4,000		4,000	0.0%	
4434 Event - Winter Fair	0	0	0	5,000		5,000	0.0%	
4435 Event - varies	1,881	2,000	119	4,000		2,119	47.0%	
4438 Youth Council Expenditure	0	42	42	255		255	0.0%	
4470 Newsletter Delivery	0	0	0	1,020		1,020	0.0%	
4475 Newsletter Printing	0	0	0	8,670		8,670	0.0%	
4490 Miscellaneous Expenditure	0	84	84	500		500	0.0%	
4519 Grants	0	5,000	5,000	13,500		13,500	0.0%	
Community Development :- Indirect Expenditure	8,699	13,864	5,165	72,912	0	64,213	11.9%	0
Net Income over Expenditure	519	(13,864)	(14,383)	(71,412)				

Detailed Income & Expenditure by Phased Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
902 S106 /CIL Special Reserve								
1911 CIL Income	71,239	0	(71,239)	0			0.0%	71,239
1912 Deposit	5,700	0	(5,700)	0			0.0%	
S106 /CIL Special Reserve :- Income	76,939	0	(76,939)	0				71,239
4923 CIL expenditures	9,120	0	(9,120)	0		(9,120)	0.0%	9,120
S106 /CIL Special Reserve :- Indirect Expenditure	9,120	0	(9,120)	0	0	(9,120)		9,120
Net Income over Expenditure	67,819	0	(67,819)	0				
6000 plus Transfer from EMR	9,120							
6001 less Transfer to EMR	71,239							
Movement to/(from) Gen Reserve	5,700							
Grand Totals:- Income	404,996	319,051	(85,945)	650,734			62.2%	
Expenditure	113,668	103,980	(9,688)	650,734	0	537,066	17.5%	
Net Income over Expenditure	291,328	215,071	(76,257)	0				
plus Transfer from EMR	9,120							
less Transfer to EMR	71,239							
Movement to/(from) Gen Reserve	229,209							

Summary Income & Expenditure by Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
101 Administration							
Income	318,494	319,051	557	640,934			49.7%
Expenditure	62,235	61,952	(283)	388,472		326,237	16.0%
Movement to/(from) Gen Reserve	256,259						
201 Open Spaces							
Income	345	0	(345)	8,300			4.2%
Expenditure	33,614	28,164	(5,450)	189,350		155,736	17.8%
Movement to/(from) Gen Reserve	(33,269)						
301 Community Development							
Income	9,218	0	(9,218)	1,500			614.5%
Expenditure	8,699	13,864	5,165	72,912		64,213	11.9%
Movement to/(from) Gen Reserve	519						
902 S106 /CIL Special Reserve							
Income	76,939	0	(76,939)	0			0.0%
Expenditure	9,120	0	(9,120)	0		(9,120)	0.0%
Net Income over Expenditure	67,819	0	(67,819)	0			
plus Transfer from EMR	9,120						
less Transfer to EMR	71,239						
Movement to/(from) Gen Reserve	5,700						
Grand Totals:- Income	404,996	319,051	(85,945)	650,734			62.2%
Expenditure	113,668	103,980	(9,688)	650,734	0	537,066	17.5%
Net Income over Expenditure	291,328	215,071	(76,257)	0			
plus Transfer from EMR	9,120						
less Transfer to EMR	71,239						
Movement to/(from) Gen Reserve	229,209						



ALDENHAM PARISH COUNCIL

Minutes of the **Planning Committee** meeting held on Monday 21st June 2021 at 7.30pm in The Radlett Centre, 1 Aldenham Avenue, Radlett.

Present: Cllrs M Cherry (Chairman), E Samuelson, J Lefton, A Robinson and C Diskin.

Officer: P Paley (Planning Officer)

There were also four members of the public.

420. Apologies for absence

Apologies were received from Cllr S Khawaja and G Taylor (co-opted member).

421. Declarations of interest on any item on the Agenda.

- a) Disclosable pecuniary interests they or their spouse/partner have in any matter which is to be considered at this meeting.**
- b) Members must also declare any other pecuniary or non-pecuniary interests they have in any matter to be considered at this meeting.**

All Councillors declared a non pecuniary interest in planning application number 21/1004/ADV. The Village Green War Memorial Site The Green, Letchmore Heath, as Aldenham Parish Council is the applicant.

All Councillors declared a non pecuniary interest in planning application number 21/0616/FUL, Land Rear Of 5 To 23, Cobden Hill, as the site backs on to land owned by Aldenham Parish Council.

Cllr E Samuelson declared a non pecuniary interest in planning application number 21/1180/VOC, Spylaw House, Newlands Avenue, as the neighbours are known to her.

Cllr E Samuelson declared a non pecuniary interest in planning application number 21/1197/HSE, 29 New Road, as the applicant is known to her.

Cllr M Cherry declared a non pecuniary interest in planning application number 21/1180/VOC, Spylaw House, Newlands Avenue, as the applicant and the architect are known to him.

Cllr M Cherry declared a non pecuniary interest in planning application number 21/1186/HSE 13 The Woods, as the applicant is known to him.

422. To confirm the Minutes and appendices of the meeting held on 7th June 2021.

The minutes were confirmed and signed by Cllr M Cherry as a true record of that meeting.



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423. To adjourn the meeting for members of the public to address the Committee (if any) in accordance with Standing Order 1 d.

Cllr M Cherry suspended standing orders and invited the members of the public to speak.

One member of the public spoke about planning application number 21/0616/FUL Land Rear Of 5 To 23, Cobden Hill.

One member of the public spoke about planning application number 21/1180/VOC Spylaw House, Newlands Avenue.

One member of the public chose to observe.

Members were unable to hear one member of the public.

The members of the public were thanked and standing orders were resumed.

424. For information: Planning Applications of the following type: - Certificate of Lawful Development (Existing) CLE, Certificate of Lawful Development (Proposed) CLP and Listed Building Consent LBC.

21/1206/LBC Wild Farm Harper Lane

Proposal: - Extension to existing basement, erection of part single, part two storey rear and side extension with internal alterations and rebuilding of side wall. This was noted.

425. Planning decisions by Hertsmere Borough Council

The following applications were approved by Hertsmere Borough Council: -
21/0288/HSE Holmesdale, Common Lane (APC – No objection with comments)

21/0804/HSE 46 Newlands Avenue (APC – No objection)

21/0832/VOC Primrose Cottage, Common Lane, Letchmore Heath (APC – No objection)

21/0210/HSE 37 Battlers Green Drive (APC – Previous objections withdrawn)

21/0613/HSE 19 Christchurch Crescent (APC – No objection with conditions)

21/0293/HSE 12 Gills Hill Lane (APC – Objected)

21/0297/HSE 21 Letchmore Road (APC – Objected)

The following applications were refused by Hertsmere Borough Council: -

21/0729/FUL 8 Aldenham Grove (APC – Objected)

21/0730/FUL 32 Links Drive (APC – Objected)

21/0778/FUL 201 Watling Street (APC – Objected)

21/0281/HSE Avenue Lodge, The Avenue (APC – Objected)

21/0775/HSE 37 Links Drive (APC – Objected)

The following application has been withdrawn: -

21/0624/HSE 53 Cobden Hill (APC – No objection)



ALDENHAM PARISH COUNCIL

426. Date of next meeting

The next Planning Committee meeting will commence at 7.30pm on Monday 5th July 2021.

There being no further business the meeting closed at 9.05pm.

Chairman..... Date.....

427. Planning Applications

21/1133/HSE 12 Kitswell Way

Proposal: - Alterations to front dormers and front porch

Object; -

a) The distance to the boundary at first floor level is less than the guidelines set out in the This would not satisfy the Hertsmere Planning and Design Guide E para. 4 k: -

'Proposals in these areas should ensure that two storey side extensions should be located a minimum of 2 metres away from the side boundary.'

b) Members were concerned that there may be inadequate parking for the extended property which, with the habitable loft space, could accommodate seven bedrooms.

c) The creation of largely hard standing in the front garden would be in breach of the Hertsmere Planning and Design Guide E and also, does not tie in with the Radlett Neighbourhood Plan section 3.2 point D: -

'd. Front gardens

Ensuring that new homes are designed such that spaces in front of them contribute to the verdant character of the areaEnsuring that hard surface coverage within housing plots be limited and that hard surfacing be permeable.'

21/1083/FUL Bridgefoot House Watling Street

Proposal: - Erection of roof extension and re-modelling of existing facade in connection with extension to existing office/light industrial building. Alterations to internal layout. Landscape and parking arrangements, tree planting and new access structures including gates and railings.

No objection.

21/1151/HSE 1 Wall Hall Drive Aldenham Watford

Proposal: - Extension to existing rear dormer.

No objection

21/0616/FUL Land Rear Of 5 To 23, Cobden Hill



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Proposal: - Alterations to No 15 Cobden Hill; erection of 8 dwellings with garages and parking spaces; new vehicular and pedestrian access drive; landscaping and ancillary works; and widening improvement works to the adjacent public right of way/footpath (AMENDED PLAN RECEIVED 26 MAY 2021).

Object: -

Members agreed that their previous comments remain the same for this amended plan. Members also added that they do not think that the public benefit outweighs the harm as the developer has not shown the public benefit.

a) This would be an unsympathetic development in the grounds of locally listed buildings. Also, back land development, of this kind, can have a negative impact on the character of an area. This would not comply with HD4 of the Radlett Neighbourhood Plan: - *'The loss of garden land to development that fails to respect the character and prevailing development pattern of the surrounding area will not be supported.'*

Also, garden land is not now considered as previously developed land so is not automatically acceptable for development (the Hertsmere Planning and Design Guide D 2e) 'Garden Land Development').

Also, the nearby Mews development cannot be used as a comparison as these four mews houses were built on previously developed land which was originally the site of a school. The Hertsmere Planning and Design Guide D 2 E), para d, does not support development in the form of a tandem development layout such as this proposal, *'certain forms of garden land development are generally out of character with the surrounding area, and do not compliment or respect existing patterns of development. These include 'tandem developments' (also known as two tier developments) and other forms of backland development such as the assembly of multiple back gardens will be discouraged as they are unlikely to respect the character of an area.'*

b) This development does not enhance the Conservation Area and does not relate well to the locally listed buildings. Thus it does not comply with policy HD3 of the Radlett Neighbourhood Plan: - *'All development must respect local character and residential amenity'*.

c) Also, the application involves the partial removal of one of the locally listed buildings.

d) The access road is too close to these buildings as it passes through the middle of two terraces. It is also a single narrow carriageway and clearly Highways need to confirm that they are satisfied with the road design and also if one visitor space is



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adequate for the whole of the development. The guidelines set out in the Hertsmere Planning and Design Guide D 2e), para w, *'the Council will normally view several houses being accessed off of a single, narrow road as unacceptable.*

Ideally, a shared access road would serve no more than five dwellings whereas this development will exceed this.

e) The site of the new development is on the boundary with the Green Belt and will be visible from this open land. This will have an adverse effect on the amenity value of the nearby houses and also that of the Green Belt land.

f) As in our previous comments, there will be a considerable loss of vegetation to build this development. This is unacceptable and does not comply with policy HD5 of the Radlett Neighbourhood Plan: -

'Development proposals should retain healthy high quality trees, woodland and hedges in the Neighbourhood Area.'

g) Members questioned whether the distance to the nearby neighbouring properties is adequate. The close proximity of the development could give rise to overlooking the nearby properties. This would be a breach of policy SADM30 of the Site Allocations and Development Management Plan Policies Plan

'In order to achieve a high quality design, a development must:

(ii) have limited impact on the amenity of occupiers of the site, its neighbours, and its surroundings in terms of outlook, privacy, light, nuisance and pollution.'

Members would like to request that this application be called in by a Borough Councillor.

21/1170/HSE 41 Homefield Road

Proposal: - Two storey front, first floor side and single storey rear extensions.

Objection: -

a) The proposed extensions would be very large and out of character in the street scene. This would not accord with Policy SADM30 of Site Allocations and Development Management Plan: -

'Development which complies with the policies in this Plan will be permitted provided it:

(iii) results in a high quality design In order to achieve a high quality design, a development must:

(i) respect, enhance or improve the visual amenity of the area by virtue of its scale, mass, bulk, height, urban form;'

b) The proposed extension makes no attempt to respect the minimum boundary distance required with number 43 Homefield



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Road. It would not comply with the guidelines set out in the Hertsmere Planning and Design Guide E para. 4 k: -
'Proposals in these areas should ensure that two storey side extensions should be located a minimum of 2 metres away from the side boundary.' The proximity to the boundary also has the effect of reducing the sky gap between houses.

21/1173/FUL 11 Homefield Road

Proposal: - Demolition of existing dwelling and erection of new detached, two storey dwelling to include habitable loft accommodation with associated parking, bin store and landscaping.

Object: -

- a) Despite the fact that the proposed new dwelling would not breach the 45-degree rule with the neighbouring properties, the sheer scale of the new building will result in overdevelopment of the plot and will be out of keeping with the street scene. This would not therefore comply with policy SADM30 of the Hertsmere's 'Site Allocations and Development Management Plan': -**
'In order to achieve a high quality design, a development must: (i) respect, enhance or improve the visual amenity of the area by virtue of its scale, mass, bulk, height, urban form;
- b) Evidence of the overdevelopment of the site is the proposed large crown roof. According to Hertsmere Planning and Design Guide D section 2k, paragraph 1, crown roofs can appear bulky and overbearing and would only be acceptable if it was where they are 'an integral feature of the existing street scene'.**
- c) The new dwelling could have the space for six bedrooms which would need five parking spaces and this could not be achieved without the removal of much of the verdant frontage of the property. This would not comply with section 3.2 'Housing & Design Principles' para. d and h, of the Radlett Neighbourhood Plan.**

21/1180/VOC Spylaw House, Newlands Avenue

Proposal: - Application for variation of condition 9 (plans) to allow for the erection of single storey garage and alterations to front fenestration following grant of planning permission 20/1265/FUL.

Object: -

- a) The siting of the proposed large garage would not comply with the Hertsmere Planning and Design Guide D para. 9.8.2: -**
'The front building line of any detached or attached garage should be set back from the main front building line.'
- b) The proposed garage would not be in line with the Radlett Design Code of the Radlett Neighbourhood Plan para. 3.46 'd': -**



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'd. Front gardens Ensuring that new homes are designed such that spaces in front of them contribute to the verdant character of the area. Ensuring that hard surface coverage within housing plots be limited and that hard surfacing be permeable.'

c) Importantly, the site is next to Malt Lane which is recognised as a heritage asset in the village.

'The Radlett North Conservation Area Appraisal details the lane as being of significant value and special interest to the Conservation Area it is a surviving rural country lane that follows an ancient land boundary and historic route in the area.' This was acknowledged by the Appeal Inspector of a previously refused application. The garage would be adjacent to the Malt Lane boundary and a previously approved scheme did not include a garage, at this point. As the Inspector noted in the dismissed appeal to application number 19/1162/FUL: -

'the National Planning Policy Framework states that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation.'

Members agreed that the proposed garage would have a negative impact on this heritage asset.

Members understand that this application has already been called in to Committee by a Borough Councillor.

21/1004/ADV The Village Green War Memorial Site The Green Letchmore Heath

Proposal: - Installation of a non-illuminated directional sign.

No comment.

21/1197/HSE 29 New Road

Proposal: - Construction of first floor side extension, alterations to fenestration and raising of ground floor rear roof.

In principle, members had no objection to the proposals in the planning application. However, members commented that the roof, to be in balance and to create a more sympathetic look, should be hipped rather than gable. Also, the extension would look better if it was set back and subservient to the host building.

21/1218/FUL Battlers Green Farm Common Lane

Proposal: - Change of use of silo from agricultural to a doggy day care centre to include construction of parking and access and erection of fencing.

No objection.

21/1186/HSE 13 The Woods



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Proposal: - Two storey side extension and conversion of loft to habitable room with 3 x rear dormers to include Juliet balcony, and 4 x front rooflights.

Object: -

Members agreed that the proposed changes were of a poor quality design due to the top heavy nature of the proposed additions. In particular, the rear elevation features dormers which overdominate the roof space. For the above reasons, the application would not comply with Policy SADM30 of the Site Allocations and Development Management Plan: -

'Development which complies with the policies in this Plan will be permitted provided it:

(i) makes a positive contribution to the built and natural environment;

(ii) recognises and complements the particular local character of the area in which it is located, and

(iii) results in a high quality design.'

21/1205/HSE Wild Farm Harper Lane

Proposal: - Extension to existing basement, erection of part single, part two storey rear and side extension with internal alterations and rebuilding of side wall.

No objection.

21/0260/FUL 57 Beech Avenue

Proposal: - Demolition of existing bungalow and construction of replacement 2 storey, detached, 4 bed dwelling to include associated landscaping, parking, bike store and bin store.

Object: -

Members agreed that, in the main, our previous objections to the application still apply: -

a) The proposed house would not comply with the two metre rule on both sides. This would not comply with the Hertsmere Planning and Design Guide D, para. 2 n) c: -

'Proposals in areas where there is significant separation between buildings should ensure that all floors of buildings are located at least 2 metres away from the side boundary.

b) The proposed new dwelling features a large crown roof. This would not accord with the guidelines set out in the Hertsmere Planning and Design Guide D para 9.4.2. h: -

'Crown roofs on residential properties, where they are visible from the street will not be considered acceptable as these tend to appear bulky or overbearing.'

c) The new development will entail the loss of vegetation at the front of the property to accommodate the proposed hardstanding.



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This would not adhere to or respect the Radlett Design Code which aims to protect and enhance Radlett's attractive characteristics. It would not comply with para. 'd' of section 3.46 of the Radlett Neighbourhood Plan.

'd. Front gardens.

Ensuring that new homes are designed such that spaces in front of them contribute to the verdant character of the area. Ensuring that hard surface coverage within housing plots be limited and that hard surfacing be permeable.'

Members added that it is a shame to see the loss of yet another bungalow in Radlett.

21/1156/FUL The Fruit Farm Common Lane

Proposal: - Change of use from B1 light industry to B2 motor vehicle repairs with ancillary MOT testing Bay.

No comment.

21/0426/HSE Pathways The Pathway

Proposal: - Replace existing wooden gates with new wooden gates.

No comment.



ALDENHAM PARISH COUNCIL

Minutes of the **Planning Committee** meeting held on Monday 5th July 2021 at 7.30pm in The Radlett Centre, 1 Aldenham Avenue, Radlett.

Present: Cllrs M Cherry (Chairman), E Samuelson, J Lefton, A Robinson, S Khawaja and G Taylor (co-opted member).

Officer: P Evans (Manager)

428. Apologies for absence.

An apology was received from Cllr C Diskin.

429. Declarations of interest on any item on the Agenda.

- a) **Disclosable pecuniary interests they or their spouse/partner have in any matter which is to be considered at this meeting.**

None.

- b) **Members must also declare any other pecuniary or non-pecuniary interests they have in any matter to be considered at this meeting.**

Cllr A Robinson declared a non pecuniary interest in application number 21/1248/HSE, 63 Oakridge Avenue, as the residents are known to her.

430. To confirm the Minutes and appendices of the meeting held on 21st June 2021

The minutes were confirmed and signed by Cllr M Cherry as a true record of that meeting.

431. To adjourn the meeting for members of the public to address the Committee (if any) in accordance with Standing Order 1 d.

There were no members of the public.

432. For information: Planning Applications of the following type: - Certificate of Lawful Development (Existing) CLE, Certificate of Lawful Development (Proposed) CLP and Listed Building Consent LBC.

21/1296/PD42 20 Cobden Hill

Proposal: - Single storey rear extension. Depth - 6m, Height - 2.85m and 2.75m.

21/1295/CLP 37 Battlers Green Drive

Proposal: - Conversion of loft to habitable room with rear dormer. Certificate of lawfulness (Proposed).
These were noted.

433. Planning decisions by Hertsmere Borough Council

The following applications were approved by Hertsmere Borough Council: -
21/0181/FUL 32 Shenley Hill (APC – Objected)



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21/0887/HSE 71 The Crosspath (APC – No objection)

20/2052/HSE 25 Aldenham Ave (APC – 1st meeting No objection and 2nd meeting (amended plans) APC – Objected)

434. Date of next meeting

The next Planning Committee meeting will commence at 7.30pm on Monday 19th July 2021

Correction – the next planning meeting will commence at 7.30pm on **Tuesday 20th July 2021.**

There being no further business the meeting closed at 8.45pm.

Chairman..... Date.....

435. Planning Applications

21/1178/HSE 6 Gills Hill

Proposal: - Conversion of loft to habitable room with rear dormer and 3 rooflights to front.

Members had no objections, in principle, but question whether the dormer is too large as are the veluxes.

21/1244/HSE 1 Penne Close

Proposal: - Conversion of loft to habitable room, installation of dormer with terrace, 3 rooflights to front. Erection of single storey side extension and fenestration changes to include windows and first floor terrace.

Members had no objections subject to the tree officer being satisfied.

21/1248/HSE 63 Oakridge Avenue

Proposal: - Construction of part single, part two storey rear extension and two storey side extension to include alterations to fenestration and relocation of front door with extended canopy over.

Object: -

The proposed extensions would be in breach of the Hertsmere Planning and Design Guide E in relation to boundary spacing.

21/1261/FUL The Studio 66 Watling Street

Proposal: - First floor extension to single storey detached office building.

Members had no objections to the proposal but commented that it is a particularly unimaginative design in a conservation area.

21/1246/HSE 146 Watling Street

Proposal: - Single storey rear and side with 4 rooflights.



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No objection.

21/1292/HSE Birchlands The Warren

Proposal: - First floor rear extension with associated roof alterations and addition of 3 roof lights.

Members had no objection to the application but agreed that it was a very poor quality submission as the elevation drawings are incomplete.

21/1315/HSE Longwood 4 The Warren

Proposal: - Single storey rear extension.

No objection.

21/1320/HSE 13 Christchurch Crescent

Proposal: - Construction of 2 storey front extension to create new double garage, with basement level accommodation; first floor side extension to include new floor area within the roof space with 2 dormers to front and rear elevations; conversion of loft to habitable room with associated roof alterations and installation of 4 roof lights to the front and 1 to the rear. Installation of swimming pool.

Members had no objections provided the tree officer is happy.

21/1321/HSE 39 Newlands Avenue

Proposal: - Single storey and part single, part two storey rear, fenestration alterations including front door and window alterations, 8no. rooflights and addition of gates to the driveway.

No objection.