

1 December 2006

Our Ref. Hitchin 12.06  
Your Ref.  
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To: The Members of the Hitchin Committee of North Hertfordshire District Council:

Councillors: Judi Billing (Chairman), Derek Sheard (Vice-Chairman), Mrs A.G. Ashley, David Billing, Paul Clark, Joan Kirby, Bernard Lovewell, Lawrence Oliver, D Sangha, Derek Sheard, R. Shakespeare – Smith, Martin Stears, R.A.C. Thake and Sarah-Jane Wren.

You are invited to attend a meeting of the

## **HITCHIN COMMITTEE**

to be held at

**BENSLOW MUSIC TRUST  
BENSLOW LANE, HITCHIN**

on

**TUESDAY, 12 DECEMBER 2006**

at

**7.30 p.m.**

Yours sincerely,



David Miley  
Democratic Services Manager

## AGENDA - PART I

<b>ITEM</b>	<b>PAGE</b>
<b>1. APOLOGIES FOR ABSENCE</b>	-
<b>2. MINUTES</b> To take as read and approve as a true record the Minutes of the meeting of this Committee held on 31 October 2006.	-
<b>3. NOTIFICATION OF OTHER BUSINESS</b> Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of the business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chairman will decide whether the item(s) raised will be considered.	-
<b>4. DECLARATIONS OF INTEREST</b> To receive from Members of the Committee any declarations of interest in respect of any business set out in the agenda. Members should either declare a prejudicial or personal interest and are required to notify the Chairman of the nature of any interest declared. Members declaring a prejudicial interest should leave the room and not seek to influence the decision on that particular item of business.	-
<b>5. PUBLIC PARTICIPATION</b> To receive petitions, comments and questions from members of the public. Public participation requests received within the agreed time will be notified to Members as soon as practicable.	
<b>6. HITCHIN TOWN HALL – THE FUTURE</b> REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES This report is ‘to follow’.	<b>1</b>
<b>7. FEEDBACK ON MARKETS PERFORMANCE</b> REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES This report is ‘to follow’.	<b>3</b>

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<b>10. CHAMPION NEWS</b>	<b>53</b>
REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES	
<i>To advise the Hitchin Committee of the schemes and activities undertaken by the Community Development officer since the last meeting held on 31 October 2006. And receive a response from North Hertfordshire Highways concerning the costs of schemes and projects identified at previous meetings of the Hitchin Committee.</i>	
<b>11. ANNUAL GRANTS, DEVELOPMENT, DISCRETIONARY AND VISIONING BUDGETS 2006 – 2007</b>	<b>57</b>
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<b>Hitchin Fairtrade Steering Group</b>	
<b>Walsworth Festival 2007</b>	
<i>To advise the Hitchin Committee of the current expenditure and balances within the delegated budgets.</i>	
<b>12. HITCHIN TOWN CENTRE MANAGER</b>	<b>66</b>
This presentation will be in an oral format.	

## **INFORMATION NOTE**

The following item has been prepared as an Information Note to all Members of the Hitchin Committee and is presented as a supporting volume to the main agenda.

This item will not be published with this agenda. Copies will be deposited at Hitchin, Letchworth, Baldock and Royston Libraries for public inspection.

### **ITEM**

- A. HITCHIN COMMUNITY SURGERY – 4 NOVEMBER 2006** **1**  
REPORT OF THE HEAD OF LEGAL AND DEMOCRATIC  
SERVICES

**The Hitchin Committee will next meet in the Civic Year 2006/2007 as follows:**

#### **2007**

23 January	Benslow Music Trust, Benslow Lane, Hitchin.	<b>TOWN TALK</b>
6 March	Roman Catholic Hall, Nightingale Road, Hitchin.	
17 April	Benslow Music Trust, Benslow Lane, Hitchin.	<b>TOWN TALK</b>

*This report will be presented to Cabinet on 19 December 2006*

**TITLE OF REPORT : FEEDBACK ON MARKETS PERFORMANCE, INCLUDING THE 6 MONTH TRIAL PERIOD OF REDUCED RENTS FOR HITCHIN TUESDAY AND SATURDAY MARKETS**

REPORT OF THE HEAD OF LEISURE AND ENVIRONMENT SERVICE  
PORTFOLIO HOLDERS: COUNCILLOR I KNIGHTON

**1. SUMMARY**

- 1.1 To inform Cabinet Members of the progress of the 6 month trial period for reduced rents on Hitchin Tuesday and Saturday Markets and discuss if this should continue after the trial period.
- 1.2 To present to Cabinet Members the current performance of North Hertfordshire District Council's Markets.

**2. FORWARD PLAN**

- 2.1 This Report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

**3. BACKGROUND**

- 3.1 Officers presented a report to Cabinet on 27<sup>th</sup> June 06 outlining the possibilities of the reduction of stall rents on Hitchin Tuesday and Saturday Markets for a 6 month period.
- 3.2 Cabinet Members endorsed this reduction and sought Full Council's approval at the meeting on 27<sup>th</sup> July 06. This was approved by Full Council at the meeting.
- 3.3 This scheme was introduced on the 8<sup>th</sup> August 06 and is planned to run until the 21<sup>st</sup> January 07 (end of market period 11).

**4. 6 MONTH TRIAL**

**4.1 Advertising and events**

- 4.1.1 Following Full Council's approval, significant advertising was undertaken to attract new traders and customers, this included: -
  - Market Trader News to attract new traders (advertised for 5 Months).
  - Market Trader Magazine to attract new traders (advertised for 4 weeks).
  - Local press, including the Comet and Royston Crow to attract local traders.
  - Took out subscription for a Market website that is aimed at new traders.
  - Phoned all traders that have left in the last year to inform them of the rent reductions.
  - Radio Advertising with local radio stations to attract customers, as an aim to increase footfall.
- 4.1.2 Also Various Events have been held both prior to and during the 6 Month Trial Period, the aim of which is to increase the footfall on the Markets as well as to help build up the general atmosphere of the Market. The following provides a summary of the events that were undertaken:-

- Summer Brass Band (July 06) playing by the River Hiz and a Treasure Hunt to keep children amused. Local Traders were also involved by donating prizes for the Event.
- Heritage Day (August 06), Hitchin Market held a Recycling Roadshow, with assistance from North Herts District Council Environmental Officers.
- National Food Fortnight (October 06). This consisted of 120 children from local schools visiting the Market site, where they were shown what a Market Traders working life consisted of, were able to try fresh fruit from around the world.
- Diwali celebration took place in October 06. This promotion consisted of an Ethnic Fashion Show, Traditional Music and Dancing, Traditional finger food and sweets, Henna Tattoos and a make-up demonstration.
- A number of additional seasonal markets have taken, or are due to take place, these include; Craft Fair, located in the Market Place (3<sup>rd</sup> December), General Market, located in the Market Place and High Street (17<sup>th</sup> December) and a Christmas Eve Market is planned to take place on the Market site.

## **4.2 Targets and outcome of 6 month trial**

- 4.2.1 Prior to the introduction of the six month trial, Officers and the Hitchin Market Traders Association agreed the targets for both market days; these target were based on the income prior to the six month trial, to estimate how many stalls would be required to achieve the same level of income. Tuesday targets were 150 stalls and Saturday's were 180 stalls.
- 4.2.2 To achieve the above, Officers set monthly targets, these were presented to the Portfolio Holder for Leisure and the Head of Leisure and Environmental Services on a monthly basis, by the Markets Manager.
- 4.2.3 Tuesday Market – The initial growth was good and by the end of August utilisation had increased from 44% to 59% an increase of 15%, however, this growth did not continue and has only increased by 2% since September. This is due to the turnover of Casual Traders, that have only traded for one day.
- 4.2.4 Saturday Market – The growth of this market was initially slow, however, has steadily increased to 77%, an increase of 18% since July. The increase has mainly occurred during October and November, it is believed this is due to the influx of Casual Traders for the seasonal period. However, there is a concern that these Traders could leave after the New Year.
- 4.2.5 To date the six month reduction in stall charges has attracted approximately 75 new traders overall of which, approximately 40 have stayed. The majority of traders that have started are new, this has increased the range of commodities that are available, which in turn has increased footfall on both days.
- 4.2.6 Full Council approved £31k to make up for the potential shortfall for the reduction in rents. This was an estimate taking into consideration the current market trends and actual income.
- 4.2.7 The following table show the projected and current income losses for North Hertfordshire District Council's Markets for 2006/07, highlighted is the estimated losses for the 6 month trial period, which currently stands at £37,223.

### **Analysis of Market Income Losses 2006/07**

£

Underlying losses reported in June (2005/06 outturn report)	14,000	
Underlying loss on Markets reported to Cabinet November 06 (finance revenue report)	27,297	Figure, includes all markets, however, excludes Hitchin Tuesday and Saturday for the 6 month trial. This is assuming the 6 month trial ends on the 23 <sup>rd</sup> January 06 and rent is increase to normal rates for February and March.
<b>6 month scheme pitch reduction</b>	<b>37,223</b>	<b>This is based on current utilisation levels for the period August to January inclusive. Full Council approved £31k to underwrite the reduced rent scheme.</b>
Total market income loss 2006/07	<u><b>78,519</b></u>	

4.2.8 Included within the £78,519 are losses relating to markets across the District as a whole.. This loss is the difference between the original budget and that projected in the 2<sup>nd</sup> quarter monitoring report. Losses which relate to However the majority of losses (£58,380) relates to the Hitchin Markets and are a combination of declining stallholders and the 6 month reduced rent scheme.

4.2.9 This year the utilisation for all Hitchin markets has been approximately 50%, this is 4% below last year, however, since the introduction of the reduced rents on Hitchin Tuesday and Saturday, the levels have increased and are now at 61%.

4.2.11 Excluding larger, established urban markets such as Norwich, Manchester etc, there is a national trend in market decline. This mirrors the reduced footfall on high streets too, given new shopping trends, availability of products online, delivered to the home etc. Any consideration of continuing to support a reduction in rents must be made in the light of this.

4.2.10 The increased utilisation figures may also be attributed in part to the rise in tenancy of the Churchgate units, which draws shoppers to the market within the natural pedestrian flow. It is therefore hard to estimate the additional impact this factor has had on stall uptake, alongside the rent reduction.

## 5 RISKS

5.1 As mentioned in 4.2.5, approximately 40 traders have commenced trading since the introduction of the reduced rents, this equates to 34 stalls on a Tuesday and 36 on a Saturday. These traders were attracted to Hitchin Market due to the reduced rents and might leave if the rents are put back to the original 2006/07 rates.

5.2 If the new traders were to leave, this could have an impact on the general atmosphere and footfall might decrease as there will be a reduced selection of stalls available. Therefore, it is important that the overall impact is fully accessed.

5.3 The tables below demonstrate the potential weekly financial impact, if all traders that have started since the introduction of the £10 and £15 were to leave, due to the original 2006/07 rates being re-introduced.

### **Tuesday weekly income**

Type of trader	Normal rate based on July figures (79 licence & 7 Casuals)	£10 a stall with 120 stalls utilised	Variance
Number of stalls	86	120	34
Licence income	£1,480	£940	-£540
Casual income	£123	£260	£137
Total	£1,603	£1,200	-£403

#### **Saturday weekly income**

Type of trader	Normal rate based on July figures (113 licence & 7 Casuals)	£15 a stall with 156 stalls utilised	Variance
Number of stalls	120	156	36
Licence income	£2,643	£1,800	-£843
Casual income	£155	£540	£385
Total	£2,798	£2,340	-£458

NB. The table is for illustrative purpose only, as market utilisation fluctuates throughout the year.

- 5.4 The above tables show the financial implication would be better, however, this will have a significant impact on the utilisation, which in turn could affect footfall.

## **6 LEGAL IMPLICATIONS**

- 6.1 No legal implications have been identified.

## **7 FINANCIAL AND HUMAN RESOURCE IMPLICATIONS**

- 7.1 As mentioned in paragraph 4.2.8 it is anticipated that the projected losses for all markets this year will be approximately £78,519.
- 7.2 Cabinet agreed in November 06, in line with the April to September 2nd quarterly revenue monitoring report for 2006/07, a reduction in Market income of £30,000 for 2007/08, this is due to the general decline in current Market trends of all markets.
- 7.3 The table in paragraph 4.2.7 provides a breakdown of the projected losses for this year, it is expected that the 6 month trial will have cost the Council £37,223 against budget. Therefore, The cost of implementing the reduced scheme for a further 12 months is estimated to be a loss of £74,450 , this calculates at approximately £6,200 per month.
- 7.4 The 2007/08 markets income budgets have been reduced to take into consideration the identified in decline in market stall utilisation. The 2007/08 budgeted income is estimated to be £348,880k (this includes the annual inflationary increase of £14,600 and market car parking income). Market income is estimated to declined over that taken in 2005/06. In 2005/06, £350,970 was taken in income, which is higher than the 2007/08 estimate (£348,880 less inflation increase of £14,600) by £16,690.
- 7.5 The Council is currently under significant pressure to control expenditure, having to savings year on year in excess of a £1,000,000. Continuing to reducing market rents would add additional pressure to this existing General Fund savings target and could have an impact on other Council Strategic Priorities.
- 7.6 No Human Resource implications have been identified.

## **8 CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS**

- 8.1 The Markets Manager has had regular meetings with the Hitchin Market Traders Association to discuss the progress of the 6 Month Trial Period of Rent Reductions.
- 8.2 The Portfolio Holder for Leisure and the Chair of Hitchin Committee met with representatives of the Hitchin Market Traders Association and Council Officers on the 23<sup>rd</sup> November 06, to discuss what impact the trial has had on the markets operation. This section provides the general thoughts and issues that were discussed at the meeting: -
- The traders feel the introduction of the reduced rents has had a positive impact on the market, as this has improved morale amongst traders and increased the vibrancy and vitality of the market.
  - The original business plan that was presented to the Scrutiny Task and Finish Group on the 22<sup>nd</sup> February 06 recommended that the reduced rents should apply for the next two years and if the utilisation improved, then the rents could be increased. Therefore, as the reduced rents have only been in place for four months it is hard to get a clear idea of what could be achieved.
  - The traders acknowledged that the reduced rents had attracted new traders, however, was below the targets that were set.
  - The traders believe that if the trial was extended for an extra twelve months, traders from other markets would be more likely to move from their current markets and try Hitchin. With only a six month trial, it was always going to be hard to attract these type of traders, as they have more to lose. A twelve month reduction is a bigger incentive and therefore, could assist in attracting these types of traders. The Traders believe the current targets can be achieved if the trial is extended by twelve months, however, do not expect to see an increase during the 'Kipper' season (January – March), as this is normally a quiet time of year, historically utilisation figures decline during this period.
  - Both the Market Staff and Traders believe the footfall has increased in recent months due to the greater amount of, and variety of stalls that are available, which in turn has improved the vibrancy of the market. If the reduced rents continue and more traders attend it is likely that the footfall will continue to increase, which is good for all of the retailers in Hitchin.
  - The Traders that attended the meeting said they had not seen an increase in their income takings, however, they had not seen a loss either.
- 8.3 By the time of this Committee, Officers will have attended the December 06 Hitchin Area Committee, their thoughts will be presented to Cabinet Members at this meeting.

## **9 CONCLUSION**

- 9.1 The Council remains committed towards Markets and has been positively promoting the reduced rents to improve utilisation, as it recognises that the Markets play a vital part to ensure the local vibrancy of Market Towns.
- 9.2 There is no evidence to suggest that the reduce stall rents have significantly increased utilisation in the short-term and it is unlikely that this will improve in the long-term.
- 9.3 Cabinet have only underwritten losses to the value of £31,000 for the six month trial, unfortunately, the trial has not been a financial success and is likely to cost £37,000.

- 9.4 The 'Kipper' season, that runs from January to March is a very difficult time of year to attract traders, therefore, if the trial continued during this period it is unlikely that utilisation would increase.
- 9.5 The reduced rents have had a positive impact on the morale of the market traders and it is believed that this in turn has contributed to the increased footfall. Therefore, if the trial is continued although it is against the Council agreed budget strategy, it is likely to promote the economic vitality of the market which could also have a positive impact on all retailers in Hitchin.
- 9.6 From the points that have been raised in this report, potential options with the associated risks have been listed, these are provided in Appendix 1.

## **10 RECOMMENDATIONS**

- 10.1 Officers recommend that Members of Cabinet consider and determine the options presented in Appendix 1.

## **11 REASON FOR RECOMMENDATIONS**

- 11.1 To ensure that Cabinet Members' are provided with a good mix of options that focus on the financial impact of the Council and the vibrancy of Hitchin Market.

## **12 APPENDICES**

- 12.1 Appendix 1 – Options Available and the Associated Risks.

## **13 CONTACT OFFICERS**

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### Options Available and the Associated Risks

Options	Utilisation Risk	Financial Risk	Other Factors
<p><b>Option 1</b> - That the 6 month trial ceases as at 23<sup>rd</sup> January 07, with the re-introduction of original 2006/07 rates.</p>	<p>Utilisation may decrease, potential that the majority of traders that have commenced trading since the introduction of the reduced rents might leave.</p>	<p>Achieve amended budgets for 2006/07.</p>	<p>Negative morale from traders. Footfall could reduce, if traders leave, as there will be a lesser scope of commodities. Vitality and vibrancy of market could be affected.</p>
<p><b>Option 2</b> - That the reduced rents are extended until the outcome of the Markets Future Management arrangements are agreed. The current anticipated date for this will be July 07.</p>	<p>Utilisation is likely to reduce during the kipper season, then slowly increase. However, would not expect the utilisation to achieve current levels, as Christmas is normally a time when utilisation peaks.</p>	<p>£30,000 potential loss.</p>	<p>Traders morale will be positive. Footfall might increase Improve vitality and vibrancy of market</p>
<p><b>Option 3</b> - That the reduced rents are extended for an extra year</p>	<p>Utilisation is likely to reduce during the kipper season, then slowly increase to achieve similar utilisation as current.</p>	<p>£60,000 potential loss.</p>	<p>Traders morale will be positive. Footfall may increase Improve vitality and vibrancy of market</p>

**TITLE OF REPORT: PLANNING APPLICATIONS**

REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL

**Local Government (Access to Information) Act 1985 and Local Government Act 1972**

In respect of each of the following reports concerning individual applications for planning permission, Listed Building Consent, the whole of the application file shall be regarded as background papers for the purposes of Section 100(d) of the 1972 Act.

**AGENDA INDEX**

<b>ITEM:</b>	<b>REF NO:</b>	<b>LOCATION:DESCRIPTION</b>	<b>CONTACT OFFICER:</b>	<b>PAGE:</b>
1.	<b>06/02187/ 1</b>	63 Walsworth Road, Hitchin, SG4 9SX Three storey building comprising 6 two bedroom flats and 6 one bedroom flats with semi-basement parking for 11 cars and landscaped amenity deck at first floor level; vehicular access as existing via Walsworth Road	<b>Graham Haerle</b> 01462 474209	7
2.	<b>06/02007/ 1</b>	Brookers Yard And Suzuki And Peter Fish Premises Off, Paynes Park, Hitchin, SG5 2, 3 & 4 storey buildings together with conversion of part of existing Carling Building and Building B to provide 141 residential units (23 one bedroom and 102 two bedroom flats; 1 one bedroom, 12 two bedroom and 3 three bedroom houses). Basement parking for 175 cars and cycle storage. Use of part of existing Carling Building for retail purposes (362 sq.m.) Two separate points of vehicular access via Paynes Park following closure of existing. Service access to new ground floor loading bay rear of Brookers via Market Place. Landscaping and ancillary works.	<b>Graham Haerle</b> 01462 474209	21

3.	<b>06/02384/ 1</b>	106 Bedford Road, Hitchin, SG5 2UE Detached dwelling under construction with two parking spaces, omission of integral garage, installation of rear rooflights to facilitate use of roof space as an attic room. (As variation of planning permission ref 05/10743/1 granted 16.01.06)	<b>Joanne Cousins</b> 01462 474418	43
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<b>ITEM NO: 1</b>	<u>Location:</u>	<b>63 Walsworth Road, Hitchin, SG4 9SX</b>
	<u>Applicant:</u>	<b>Bawa Ltd</b>
	<u>Proposal:</u>	<b>Three storey building comprising 6 two bedroom flats and 6 one bedroom flats with semi-basement parking for 11 cars and landscaped amenity deck at first floor level; vehicular access as existing via Walsworth Road</b>
	<u>Ref.No:</u>	<b>06/02187/ 1</b>
	<u>Officer:</u>	<b>Graham Haerle</b> 01462 474209

**Date of expiry of statutory period :** 25 December 2006

### **Reason for Referral to Committee**

The application has been called in to committee for determination by Councillor Mrs Judi Billing in the wider public interest.

### **1.0 Relevant History**

- 1.1 There have been no previous applications of any relevance to the current submission. Following the closure of the former petrol filling station on the site, its subsequent unauthorised use in 2003 for the display and sale of used cars was pursued. This ceased several months ago since when the site has remained vacant.
- 1.2 From the site location plan at the end of this report, members will see that it is located in front of the F Warren site, subject of a 2003 outline permission for residential development. Members will be aware of the decision in April this year to refuse detailed plans submitted pursuant to the outline permission, with a subsequent appeal being dismissed. I anticipate a re-submission shortly.

### **2.0 Policies**

#### **2.1 County Structure Plan Review 1991-2011:**

Policy 1 - Sustainable Development  
 Policy 22 - Reduction of Travel Need and Car Usage  
 Policy 25/Supplementary Planning Guidance - Parking Standards

#### **2.2 District Local Plan No 2 with Alterations:**

Policy 1 - Pattern and Character of North Hertfordshire  
 Policy 26 - Housing Proposals  
 Policy 55 - Parking Standards plus Supplementary Planning Document: Vehicle Parking Provision at New Development  
 Policy 57 - Residential Guidelines and Standards

#### **2.3 Planning Policy Guidance Notes and Statements:**

PPS 1 Delivering Sustainable Development  
 PPG3 Housing  
 PPG13 Transport

### **3.0 Representations**

HITCHIN (12.12.06)

- 3.1 **County Highway Authority** - no objections subject to highway conditions.
- 3.2 **District Council Environmental Protection Officers** - raise no objections subject to conditions relating to land contamination and internal noise levels.
- 3.3 **Site and Newspaper publicity/local residents** - letter of objection received from agents acting for the adjoining tyre and exhaust centre on the following grounds:

1. the application would not appear to take into account the immediate proximity of what they describe as their clients Motorist Centre; that the comments of the Environmental Health Officer upon this issue should be obtained; that any permission should be conditional upon the development being insulated against noise from the Centre;

2. concerned about maintenance of their flank wall;

3. draw attention to a right of way over the application site to provide access to and from a fire exit;

4. the building line will be adversely affected with the stepping forward of the development creating a discordant feature in the street scene;

5. the inability for commercial vehicles to access the site will have a detrimental impact on highway safety.

The occupier of **10, Mount Pleasant** objects to a further application for small flats in Walsworth Road, hoping that the Council will refuse the application and encourage a more suitable mix of housing.

## **4.0 Planning Considerations**

### **4.1 Site & Surroundings**

4.1.1 From the above history section members will realise the site is that of the former petrol filling station that occupied a small area of land (25m frontage by 22m depth) between the front fenced boundary of the now vacant F J Warren premises and the Kwik Fit tyre and exhaust centre.

4.1.2 The F J Warren site will shortly be the subject of a further application for a mixed development of houses and flats, following the developer's previous unsuccessful submission (see para 1.2)

4.1.3 From viewing the site, members will see the relatively poor appearance of the Kwik Fit premises which in my opinion detracts from the road. To the left of Kwik Fit are substantial 3 storey Victorian terraced properties 11/12m high. On the opposite side of the road are similar terraced properties some 11m high, with a lower 2 storey terrace next to Lyon Court, the more recently built office development next to Station Approach with its main roofline being 11.5m. The tower feature reaches 17m.

### **4.2 Proposal**

4.2.1 The description of the application gives a reasonable summary of the proposed development. The building would occupy the full width of the site with a single wing extending behind the left-hand part next to the flank wall of Kwik Fit. An archway access at the right-hand end of the frontage would lead to a semi-basement parking area for 11 cars. Refuse and cycle storage facilities would be provided within easy access of the archway.

- 4.2.2 As viewed from Walsworth Road, the building would adopt a slightly stepped building line, splitting the frontage into 3 sections . The central and right-hand sections would be 11m high. The left-hand section would step down to 10.2m to reflect the lower height of the adjoining Kwik Fit premises and be set forward of the adjoining frontage by 1.5m.
- 4.2.3 These heights and the traditional design of the frontage reflect the scale and appearance of the 2 substantial terraces nearby. A 2 bedroom maisonette designed at the front of the left-hand section would have its own entrance door on to the road: the remainder would be served via a front entrance door to the left of the archway. Staircase access would also be available to the flats from the semi-basement parking area.
- 4.2.4 The L-shaped building would enclose an open landscaped amenity deck above the major part of the semi-basement parking level.
- 4.2.5 With a site area of 0.056 hectares, the resultant density would be 214 dwellings per hectare.

### 4.3 Key Issues

- 4.3.1 There is no objection in principle to a residential redevelopment of the site. It is shown in the adopted Local Plan as being within an area allocated for primarily residential purposes and reflects PPG3 advice to make use of previously developed "brownfield" land for new housing.
- 4.3.2 The key issue in the determination of this application is whether the design and scale of the development satisfactorily integrate into the streetscene of this part of Walsworth Road. Access for vehicles is also important. Of less importance, given the PPG3 requirement to make the most efficient use of land which may require re-consideration of dated Local plan standards, are issues concerning parking and amenity space although clearly these need to be reasonably satisfactory.
- 4.3.3 I shall comment firstly on the key issue of design and scale. Unlike the proposals for the adjoining F J Warren site which I found wholly unsatisfactory with that opinion being subsequently endorsed on appeal, I find the current application to be quite acceptable. It would have a pleasing appearance within the road, notwithstanding for the time being it is situated between the rather poor appearance of the Kwik Fit premises and the vacant F J Warren site. With its vertical break into 3 sections as already described, the slight stagger to the building line, a variation in roof heights and using design features taken from the nearby older terraces, the architect has produced a design which attracts little if any criticism. My only reservation is the detailing of the main entrance door and vehicular archway, however, this can be dealt with by condition.
- 4.3.4 Materials presently proposed are a red facing brick and white render with grey roofing tiles. These would generally reflect existing materials in the area, however, final selection would be reserved for approval by condition.

- 4.3.5 With regard to access for vehicles via the proposed archway, arrangements for refuse collection and other associated highway issues, the highway authority raised a series of queries following the submission of the application. These were answered by the applicant's transport consultants via a further transport statement, the application having originally been supported by a Design and Access Statement. This is a document that, since the introduction of new planning legislation on the 10th August, is required to be submitted with virtually all planning applications proposing new built development. Having considered the additional information provided, the highway authority is satisfied the proposal would not have an unreasonable impact on traffic safety, subject to various conditions. I have copied their response as Appendix 1.
- 4.3.6 With regard to parking provision, the Local Planning Authority's adopted SPD applies a maximum standard across the District, outside town centres, of 1.25 spaces and 1.5 spaces for one and two bedroom flats respectively. Applying this maximum standard to the development, 16/17 spaces would be required. However, having regard to its sustainable location in transport terms next to the station and bus services and within walking distance of the town centre, I do not believe any valid objections can be raised to the provision of 11 spaces to serve the type and number of flats proposed. This conclusion reflects the provisions of the adopted SPD and PPG 13 - Transport.
- 4.3.7 The relationship and design of the proposed open amenity deck to serve the development, with its dual function of providing access to and from the semi-basement car park and the flats, can only be fully understood from studying the floor and sectional plans. At the present time its rear boundary would be formed by the existing high wall to the F J Warren premises. In the event of that site being redeveloped the wall would be lowered which would require planting along the rear section of the amenity deck to maintain a reasonable degree of privacy.
- 4.3.8 The deck would provide an area of some 200sqm against a Local Plan Guideline requirement of 276sqm. However, as I have previously advised the committee and as illustrated by the F J Warren appeal decision where a shortfall of amenity space argued by the Council was not supported by the appeal Inspector, this deficiency of the proposal when considered against the dated Local Plan Guideline standard would not justify the refusal of permission. In all other respects I believe the layout and landscaped design of the amenity deck as an integral part of the overall development would provide the occupiers with both a visually attractive space as viewed from the flats and a pleasant area in which to relax.

#### 4.4 **Conclusion**

- 4.4.1 I believe this application presents a well considered and well designed development which would greatly improve the appearance of this vacant site and the immediate locality. The site requires a building of this form and height in order to provide both a suitable development in its own right and to act as a satisfactory transition between the adjoining development along the road and the likely redevelopment of the F J Warren site.

#### **5.0 Legal Implications**

- 5.1 In making decisions on applications submitted under the Town and Country Planning legislation, the Council is required to have regard to the provisions of the development plan and to any other material considerations. The decision must be in accordance with the plan unless the material considerations indicate otherwise. Where the decision is to refuse or restrictive conditions are attached, the applicant has a right of appeal against the decision.

## **6.0 Recommendation**

6.1 That planning permission be **GRANTED** subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting, approved documents and plans, or with minor modifications of those details which have previously been agreed in writing by the Local Planning Authority as being not materially different from those thereby permitted.

Reason: To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

3. **Details and/or samples of materials to be used on all external elevations and the roof of the development hereby permitted shall be submitted to and approved in writing by the Local Planning Authority before the development is commenced.**

**Reason: To ensure that the development will have an acceptable appearance which does not detract from the appearance and character of the surrounding area.**

4. **Before any part of the development hereby approved is first commenced full details of the proposed soft and hard landscaping of the open amenity deck, to include details of screen planting and/or fencing along the full length of its rear boundary, shall be submitted to and agreed in writing by the Local Planning Authority.**

**Reason: To ensure the submitted details are sufficiently comprehensive to enable proper consideration to be given to the appearance of the completed development and to safeguard potential future overlooking of the adjoining site.**

5. The approved details of landscaping shall be carried out before the end of the first planting season following either the first occupation of any of the buildings or the completion of the development, whichever is the sooner; and any trees or plants which, within a period of 5 years from the completion of the development, die, are removed or become seriously damaged or diseased, shall be replaced during the next planting season with others of similar size and species, unless the Local Planning Authority agrees in writing to vary or dispense with this requirement.

Reason: To safeguard and enhance the appearance of the completed development and the visual amenity of the locality.

6. **Before any part of the building work hereby approved is first commenced, full details of the design treatment to the vehicle entrance archway and the adjoining main entrance door shall be submitted to and approved in writing by the Local Planning Authority.**

**Reason: To ensure the appearance of the development is completed in a satisfactory manner.**

7. a) Construction work<sup>1</sup> on the development site hereby permitted shall not commence prior to the submission to, and agreement of, the Local Planning Authority of a written environmental report (Phase 1) which identifies the current and past land uses of this site (and adjacent sites) with a view to determining the presence of contamination which is likely to be harmful to human health, the aquatic environment, buildings, structures and local ecosystems.

(b) If the Local Planning Authority is of the opinion that the report which discharges condition (a), above, indicates a reasonable likelihood of harmful contamination then a further report (Phase II) shall be submitted to the Local Planning Authority which includes:

- (i) A full identification of the location and concentration of all pollutants on this site and the presence of relevant receptors<sup>2</sup>, and;
- (ii) The results from the application of an appropriate risk assessment methodology, and;
- (iii) A method statement that specifies the steps necessary to render any contamination harmless, and;
- (iv) A contingency plan, which specifies how unanticipated pollutants will be dealt with.

No construction work<sup>1</sup> (other than that necessary for the discharge of this condition) shall commence on this site until the Phase II report has been approved, in writing, by the Local Planning Authority.

(c) This site shall not be occupied, or brought into use, until:

(i) All works which form part of the agreed scheme pursuant to the discharge of condition (b) above, have been fully completed;

(ii) A remediation validation report (Phase III) confirming that the site is suitable for use has been submitted to, and agreed by, the Local Planning Authority.

(d) Any contamination, other than that reported by virtue of condition (a) and (b), encountered during the development of this site shall be brought to the attention of the Local Planning Authority as soon as practically possible; a scheme to render this contamination harmless shall be submitted to (but not necessarily in writing), and agreed by, the Local Planning Authority and subsequently fully implemented prior to the occupation of this site.

(e) All works agreed with the Local Planning Authority with regard to remediation of this site shall be permanently maintained.

Reason: To ensure that any contamination present within the site is dealt with in a manner that safeguards human health, the built and aquatic environment and local ecosystems.

<sup>1</sup>The definition of construction work shall be based on the definition contained within the Control of Pollution Act 1974: 'erection, construction, alteration, breaking up, boring, demolition, dredging works or any engineering works to buildings, structures, land or roads'.

<sup>2</sup>The definition of receptor shall be based on the definition contained within Table A, Appendix 3 of the Contaminated Land (England) Regulation 2000 (SI 2000 No. 227)

8. **Before any of the dwellings hereby approved are first occupied, a scheme shall be submitted to and approved by the Local Planning Authority providing for the insulation of the development so that externally generated road and railway traffic noise does not exceed indoor ambient noise levels in unoccupied rooms of 30dB(A) LA eq (1 hour). The approved scheme shall be fully implemented before any of the dwellings are first occupied and thereafter maintained in accordance with the approved details.**

**Reason: To protect the occupiers of the development from undue levels of noise.**

9. Before the access is first brought into use vehicle to vehicle visibility splays of 2.4 metres by 90 metres in a westerly direction and 2.4 metres by 65 metres in an easterly direction shall be provided and permanently maintained. Within which there shall be no obstruction to visibility between 600mm and 2.0 metres above the footway level. These measurements shall be taken from the intersection of the centre line of the permitted access with the edge of the carriageway of the highway respectively into the application site and from the intersection point along the edge of the carriageway.

Reason: To provide adequate visibility for drivers entering and leaving the site.

10. Before the access is first brought into use 2.0 metre x 2.0 metre pedestrian visibility splays shall be provided and permanently maintained each side of the access. They shall be measured from the point where the edges of the access way cross the highway boundary, 2m into the site and 2m along the highway boundary. Therefore forming a triangular visibility splay. Within which, there shall be no obstruction to visibility between 600 mm and 2.0 metres above the footway level

Reason: To provide adequate visibility for drivers entering and leaving the site.

11. The development hereby permitted shall not be commenced until the proposed access has been constructed and the existing vehicle crossover and the footway have been reinstated to the current specification of Hertfordshire County Council and to the local Planning Authority's satisfaction.

Reason: In the interests of highway safety and amenity.

12. The access shall be 4.1 metres wide for the first 6 metres and the kerb radii shall be 2.5 metres, which shall include a pram crossing complete with tactile feature

Reason: In the interests of highway safety and amenity.

13. The security gate provided shall be set back a minimum of 6 metres from the back of the footway and shall open inwards to the site.

Reason: To allow a vehicle to wait clear of the carriageway or footway while the gates are being opened and closed.

14. The development shall not be brought into use until a properly consolidated and surfaced turning space for vehicles as drawing number BP 101B has been provided within the curtilage of the site. The turning space should be free from obstruction and available for use at all times.

Reason: To allow vehicles to enter and leave the site in forward gear in the interests of highway safety.

15. The access shall be constructed in a hard surfacing material for the first 6 metres from the edge of the carriageway.

Reason: To prevent loose material from passing onto the public highway which may be detrimental to highway safety.

16. Prior to the first use of the proposal, eleven (11) parking spaces as shown on the approved drawing shall be provided and appropriately marked out within the curtilage of the site. The parking facilities shall thereafter be kept available solely for the parking of motor vehicles and shall therefore be permanently retained as provided thereafter.

Reason: In the interests of highway safety and amenity.

17. Details of arrangements for storage of refuse (including means of enclosure for the area concerned where necessary) shall be submitted to and approved in writing by the Local Planning Authority before any part of the development hereby permitted is commenced and the approved arrangements shall be completed to the satisfaction of the Authority before any part of the development is first occupied, and permanently maintained thereafter to the Authority's satisfaction.

Reason: In order to provide adequate refuse facilities and in the interests of the visual amenities of the area.

18. The location of the refuse enclosure shall be located within a maximum distance of 9 metres of the adjacent road.

Reason: In order to provide adequate refuse facilities within walking distance of the adjacent highway in the interests of highway safety.

### **Reason for Decision**

The proposed development would have no material adverse impact upon the amenities of nearby occupiers or the visual amenity of the locality nor conditions of local highway safety and satisfactorily complies with the following relevant policies of the Development Plan:

#### **County Structure Plan Review 1991-2011:**

Policy 1 - Sustainable Development  
Policy 22 - Reduction of Travel Need and Car Usage  
Policy 25/Supplementary Planning Guidance - Parking Standards

#### **District Local Plan No 2 with Alterations:**

Policy 1 - Pattern and Character of North Hertfordshire  
Policy 26 - Housing Proposals  
Policy 55 - Parking Standards plus Supplementary Planning Document:  
Vehicle Parking Provision at New Development  
Policy 57 - Residential Guidelines and Standards

<b>ITEM NO: 2</b>	<u>Location:</u>	<b>Brookers Yard And Suzuki And Peter Fish Premises Off, Paynes Park, Hitchin, SG5</b>
	<u>Applicant:</u>	<b>Stephen Howard Homes</b>
	<u>Proposal:</u>	<b>2, 3 &amp; 4 storey buildings together with conversion of part of existing Carling Building and Building B to provide 141 residential units (23 one bedroom and 102 two bedroom flats; 1 one bedroom, 12 two bedroom and 3 three bedroom houses). Basement parking for 175 cars and cycle storage. Use of part of existing Carling Building for retail purposes (362 sq.m.) Two separate points of vehicular access via Paynes Park following closure of existing. Service access to new ground floor loading bay rear of Brookers via Market Place. Landscaping and ancillary works.</b>
	<u>Ref.No:</u>	<b>06/02007/ 1</b>
	<u>Officer:</u>	<b>Graham Haerle 01462 474209</b>

**Date of expiry of statutory period :** 02 January 2007

**Reason for Delay**

N/a

**Reason for Referral to Committee**

Area of site exceeds 0.5 hectares.

**1.0 Background**

1.1 Permission was refused by this committee at its meeting on the 4th July this year, against officer recommendation, to the appellant's previous application relating to this site for the following 2 reasons:

1. **By reason of the mass of the individual blocks and the height of those adjacent to existing properties in Tilehouse Street, the proposal would not be in harmony with the scale of the area and thus would not maintain or enhance the character and appearance of the Hitchin Conservation Area. The application does not as a consequence accord with the Council's adopted Paynes Park Planning Brief February 2005 or Policy 20 of the District Local Plan No. 2 with Alterations.**
2. **The proposed development does not adequately promote ground floor uses to make the layout more attractive to people and thereby increase footfall and as a consequence does not accord with the guidance given in the Council's adopted Paynes Park Planning Brief February 2005 or Policy 52 of the District Local Plan No. 2 with Alterations.**

1.2 For the members of this committee I have arranged for a copy of my previous report to be dispatched as a separate document, to which I shall make reference as appropriate in this report.

- 1.3 On the 28th July the applicants lodged an appeal with the Government's Planning Inspectorate (PI) against the 4th July refusal decision. The applicants requested the PI to consider the appeal at a formal local inquiry. The PI has subsequently confirmed the inquiry will commence on the 23rd January: 3 days have been allocated.
- 1.4 At its subsequent meeting on the 15th August, this committee resolved that the second reason for refusal should not be pursued insofar as the appeal is concerned. In reaching that decision the committee concluded that whilst the reason was agreed with good intent, with the benefit of subsequent scrutiny it was not, as a matter of fact, soundly based upon the relevant provisions of the Paynes Park Planning Brief to which reference was made.
- 1.5 Notwithstanding the Council has resolved not to pursue the second reason for refusal, the revised application has sought to respond to the committee's criticisms by increasing the amount of retail floorspace within the extended ground floor area of the Carling Building. Additionally, the applicants are in agreement with a request made by the new residents of Whittings Court (McCarthy and Stone development) to form a pedestrian link from the east end of the sheltered housing development, between the Carling Building and the back of the Corn Exchange, through to Market Place.
- 1.6 In addition to these revisions to the previous application, changes made to the built design may be summarised as follows:
1. A reduction in the height of the end part of Block A flanking the side of the Reginald Hine Memorial Garden at the top of Tilehouse Street;
  2. A split of Block C, previously a single building, into 2 buildings;
  3. A reduction in the height of the taller parts of Blocks C & D, removing the fourth floor accommodation from these 2 buildings.

## **2.0 Relevant History**

- 2.1 The relevant history section of my previous report (refer to section 1.0) provides details of the applicant's first application for the site submitted in November 2004 and withdrawn in February 2005 in the face of an officer recommendation of refusal on layout, scale and design grounds. Details were also set out of a) the work now being carried out at the rear of the Brookers shop, providing 12 flats on new first and second floors b) a 1998 refusal of a comprehensive development by Lovell Developments Ltd on a large area of land including Brookers Yard and c) the planning history behind the now completed McCarthy and Stone development.

## **3.0 Policies**

- 3.1 I have nothing to add to section 2.0 of my previous report in which I listed the relevant Structure Plan and Local Plan policies plus the Government's Planning Policy Guidance Notes and the more recent Statements. I also made reference to the Council's adopted Hitchin Town Centre Strategy (November 2004) and Paynes Park Planning Brief (February 2005).

## **4.0 Representations**

- 4.1 The "no objection" comments received before from the **County Highway Authority, County Archaeologist** and **County Planning Obligations Manager** remain the same (refer to paras 3.1, 3.2 and 3.3) although the Obligations Manager's figures have been updated. With regard to the **Highway Authority's** response I copied as Appendix 1 to my previous report their covering letter of the 9th May 2006. I have copied their current response of the 25th October (Appendix 1 to this report) although since there are no changes to the highway arrangements, their brief concluding comments are as anticipated.
- 4.2 **English Heritage** - In my previous report I referred to the somewhat confusing comments that had been received from different officers at English Heritage during the course of the earlier application. Their final letter which I reported orally at the July meeting presented a general acceptance to the final plans subject to the Council's own specialist conservation advice. Their letter in response to the current application repeats the general acceptance although concludes with an ambiguous reference to what they say is an opportunity to still address massing and roof forms in view of the small changes embodied in the revised plans. I am seeking clarification upon this remark as to whether it relates to the scheme as a whole or is restricted to the blocks which have been revised. I shall report their reply at the meeting.
- 4.3 **The Environment Agency** - has repeated its previous "no objections" subject to conditions; no comments have been received from **Anglian Water** so I would regard their previous advice as relevant; **Hertfordshire Constabulary** repeat their advice, adding concern upon the apparent lack of control over access to the space behind the Corn Exchange. (This can be addressed by condition in conjunction with any pedestrian link with Whitings Court - see para 1.7)
- 4.4 Comments from **North Hertfordshire District Council officers** remain as before or will be updated as necessary at the meeting.
- 4.5 **Local groups/residents - The Hitchin Society** comment as follows: *"We acknowledge that some attempt has been made to improve the plans, but given that this proposal only has six fewer dwellings than the last, and that only three of the nine blocks have been reduced in height, I am afraid we do not feel that the changes go far enough to meet our previous main objection of too great density and massing on this extremely sensitive site".* The Society's letter and those received from 12 local residents will be available at the meeting and beforehand. The occupiers of nearby properties in **17,36,70 and 71 Tilehouse Street** and other occupiers in the town (**9 Deacons Way, 52 Hampden Road, 18 Verulam Road, 27A Market Place, 10 Benslow Rise, 24 Broadmead, 5 Times Close and Priory Lodge, Wratten Road East**) do not believe the changes made in the revised application address the objections previously raised (refer to paras 3.15 and 3.16 of previous report) nor the Council's subsequent refusal of permission. Additional objections raised are based on further extracts taken from the Paynes Park Planning brief which it is held would not be met by the proposal, viz: "enhance the balanced mix of uses in the town centre neither is it attractive, interesting and beneficial to the community ....the area could be developed for a mix of residential and some retail and community uses.... developments should be complementary in visual terms to their surroundings.... improve the visual character of Paynes Park.... any development proposed should be in harmony with the historic mediaeval grain and scale of the area". Reference is made to the examples of taller buildings presented in support of the application which, in the opinion of an objector, are not comparable for one quoted reason or another, eg, located outside the Conservation Area. A letter of objection has been received from **Hitchin Forum** to which I make reference in para 5.2.7.

A letter received from an occupier of **Whittings Court** (McCarthy & Stone development) and "endorsed by all 24 residents now in occupation of an apartment" raises no objection to the proposed development, with a request for a pedestrian link to Market Place through the eastern end of the site (previously referred to in paragraph 1.7).

## **5.0 Planning Considerations**

- 5.1 In terms of reporting this revised application to committee, I have nothing to add to the section of my previous report (4.1) which gave details of the application site and its surroundings, nor to the general details of the proposed development (4.2), although I will of course set out the details of the changes that have now been made.

## **5.2 Key Issues**

- 5.2.1 As I have advised the committee on previous occasions when considering a revised application following an earlier refusal, if the changes made satisfactorily address the specific objections raised then planning permission should be granted. It would not, for example, be appropriate for new objections to be raised unless there has been a material change in planning circumstances during the intervening period (eg, change to adopted policies, new Government advice, etc), or the application itself introduces new issues for consideration. For the avoidance of doubt I confirm there have been no such changes.
- 5.2.2 Obviously it is for members to decide upon the above point and to consider any additional information presented by the applicants in seeking to respond to the previous decision. Copied as Appendix 2 is such a letter written in support of the current application by the applicant's architect.
- 5.2.3 For my part I remain satisfied that there were no sustainable planning objections to raise to the previous application. However, I welcome the changes now made to a reduction in the height of those blocks nearest Tilehouse Street properties which would result in an improved townscape and built relationship. Additionally, I recognise that the increase in retail floorspace within the Carling Building as extended (272sqm to 362 sqm and deleting 2 ground floor flats) better recognises the provisions of the Paynes Park Planning Brief. There is also the applicant's agreement to the request from Whittings Court occupiers for a pedestrian link through the site to Market Place. At the time of preparing this report I was awaiting the response from the freehold owners of Whittings Court to this suggestion which I will report to the meeting. Members will be mindful that in the event of a successful appeal on the part of the applicants against the earlier refusal, these latter two beneficial changes would not necessarily be achieved.
- 5.2.4 As far as the changes to the buildings are concerned, these relate to those blocks nearest to Tilehouse Street properties - Blocks A, C and D. Block A is the frontage building to Paynes Park, of which the forwardmost part of the southern side elevation that would flank the Reginald Hine Memorial Garden has been reduced from 11/12m to 10/11m. A projecting gable has been further reduced to 9m. Blocks C and D are located behind Block A. The southern rear elevation of Block D would be principally behind the Coopers Arms PH car park and viewed from Tilehouse Street between the public house entrance and No 78. These 2 blocks provide the majority of the required affordable housing units. On the previous application they provided 2, 3 and 4 levels of accommodation, the fourth level being restricted to the north-west and south-east corners of the courtyard arrangement. The current application has reduced the height of these 2 corners from 12.4/12.6m to 11.4/11.6m and has omitted the fourth floor of accommodation that would otherwise have been designed within the major part of the roof void. Block C which fronts the internal "street" has been split into 2 separate buildings by a one metre gap.

- 5.2.5 I have acknowledged that these reduced building heights would have an improved relationship with Tilehouse Street properties, and would now be comparable with the height of several properties in the street. I would nevertheless reiterate that, in this location, Block D would be a distance of some 33-48m from the road as viewed through the gap next to the Coopers Arms with the three storey part some 30m from the rear of the Coopers Arms. Its perception of height and mass as seen from this restricted viewpoint would thus be reduced. Moreover, the remainder of Block D as seen through the gap would be 2 storey with the closest building to the rear of Tilehouse Street properties being Block B, an existing building some 4.5m high which would be converted to a single unit of affordable housing.
- 5.2.6 Insofar as the height of the remaining blocks are concerned, I previously commented that Blocks G, H & J (leading from behind the Corn Exchange up to Coopers Alley and backing on to Whittings Court) would have varying roof heights of 11.5 - 13m, these compare with Whittings Court which varies between 10.5 - 11.5m. The existing Carling Building is 12 - 12.6m. Blocks E & F which would extend behind the rebuilt Brookers shop with flats over would be between 12.8 - 13.6m, which compares with the 12m height of the Brookers shop development now under construction. Finally, Block A fronting Paynes Park would have varying roof heights between 10.5 - 13m, the highest element being the focal archway building over Coopers Alley facing at an angle the approach view along Paynes Park.
- 5.2.7 In conclusion and having regard to the grounds upon which the committee was dissatisfied with the previous application, viz the mass of the individual blocks and the height of those adjacent to existing properties in Tilehouse Street, I would ask members to read again if they have not already done so para 4.3.5 and paras, 4.3.11 to 4.3.16 of the previous report. In particular paragraph 4.3.13 sets out the design guidance contained in the Council's up to date Planning Brief for the Paynes Park area. When considered against these various guidance requirements it is my professional opinion that this revised application meets all of the issues identified to a degree whereby there are no sustainable grounds upon which to with-hold permission. Para 4.3.15 summarises that opinion which also deals with the mass of the individual buildings which the committee found unacceptable. This conclusion is shared by my planning colleagues who have assisted in the assessment of both this and the previous application. Copied as Appendix 3 are the comments of the Council's Principal Conservation Officer upon this further application. Also copied (Appendix 4) is a letter from Hitchin Forum received just before the deadline for completing this report. The majority of the points they make, which repeat their objections to the previous application, do not fall to be considered in the proper determination of this application for the reasons I have explained in para 5.2.1.
- 5.2.8 Two final points. Firstly, with regard to the design details of the proposed buildings, members will see from para 4.3.14 (v) of my previous report that my only reservation was the number of full height windows with balconies. This applied particularly to the third floor level of Blocks H and J. I am continuing my discussions with the applicants on this point. Secondly, some members were critical of the fact that the previous scheme did not include a "community use", the Planning Brief in para 3.2 saying "The southern area of Paynes Park could be developed for a mix of residential with some retail and community uses." The absence of such a facility remains the case. However, although the recently adopted SPD on Planning Obligations does not apply to this application by virtue of its submission date, I am endeavouring to negotiate with the applicants a significant financial contribution towards the proposed Hitchin Children and Young Peoples Centre based on the SPD figures. I shall report the outcome of both these issues at the meeting.

5.2.9 Hopefully I shall be successful in achieving these 2 final matters in which event, taken together with the changes embodied in this revised application, I believe the overall proposal would represent both a positive redevelopment of this brownfield site in terms of the important objective of maximising its use for housing and one that would result in an enhancement of this town centre Conservation Area location. If the committee agrees my recommendation I shall refer the associated application for Conservation Area consent to demolish the existing buildings to the next meeting, should members so wish.

## **6.0 Legal Implications**

6.1 In making decisions on applications submitted under the Town and Country Planning legislation, the Council is required to have regard to the provisions of the development plan and to any other material considerations. The decision must be in accordance with the plan unless the material considerations indicate otherwise. Where the decision is to refuse or restrictive conditions are attached, the applicant has a right of appeal against the decision.

## **7.0 Recommendation**

7.1 That in the event of the applicants first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 with the District and County Councils:

- (a) To secure the provision of affordable housing in accordance with Policy 29A of the District Local Plan No 2 with Alterations or such other arrangements as may be agreed under Circular 6/98 - Planning and Affordable Housing and to secure their permanent occupation for local people in need;
- (b) To make financial contributions towards County Council facilities of £28,820 (library facilities), £47,960 (youth and childcare facilities), £53,786 (secondary education provision);
- (c) To make a financial contribution of £500 per dwelling towards sustainable transport measures within the area;
- (d) To make a financial contribution of £5000 towards improvements to the Smithson Recreation Ground and the Reginald Hine Memorial Garden.
- (e) The provision of fire hydrants.

That planning permission be **GRANTED** subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting, approved documents and plans, or with minor modifications of those details which have previously been agreed in writing by the Local Planning Authority as being not materially different from those thereby permitted.

Reason: To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

3. **Details and samples of materials to be used on all external elevations and the roof of the development, including external balconies and fenestration, hereby permitted shall be submitted to and approved in writing by the Local Planning Authority before the development is commenced.**

**Reason: To ensure that the development will have an acceptable appearance which does not detract from the appearance and character of the surrounding area.**

4. **The approved details of landscaping shall be carried out before the end of the first planting season following either the first occupation of any of the buildings or the completion of the development, whichever is the sooner; and any trees or plants which, within a period of 5 years from the completion of the development, die, are removed or become seriously damaged or diseased, shall be replaced during the next planting season with others of similar size and species, unless the Local Planning Authority agrees in writing to vary or dispense with this requirement.**

**Reason: To safeguard and enhance the appearance of the completed development and the visual amenity of the locality.**

5. **Before any part of the development hereby approved is first commenced full details of all the external areas to be hardsurfaced plus details of any item of public art the location of which adjacent to Paynes Park is shown on the approved layout plan shall be submitted to and approved in writing by the Local Planning Authority.**

**Reason: To safeguard the appearance of the completed development.**

6. **Before any site works associated with this development are commenced, survey details of existing ground levels together with details of proposed building levels shall be submitted to and approved in writing by the Local Planning Authority following which the development shall be carried out in accordance with these details.**

**Reason: To ensure the development is carried out in a satisfactory manner having regard to the ground levels of the application site and adjoining properties.**

7. **Before any part of the development hereby approved is first commenced details of external lighting shall be submitted to and approved in writing by the Local Planning Authority. No part of the development shall be first occupied until the details as approved have been carried out and completed.**

**Reason: To provide adequate lighting for the safety of the users of the development.**

8. **Before any part of the development hereby approved as first commenced, full details of the Local Area for Play shall be submitted to and approved in writing by the Local Planning Authority. The play area as approved shall be provided as part of the overall approved landscaping details and shall thereafter be permanently maintained solely for this purpose.**

**Reason: To ensure the permanent provision of a satisfactory play area to serve the occupiers of the proposed development.**

9. **A scheme for the mitigation of road traffic noise and night entertainment noise from premises in the locality designed to protect residential amenity within the dwellings shall be submitted for approval of the Local Planning Authority. The scheme is to include the predicted interior and external noise levels and their subsequent measurement and reporting to the Local Planning Authority. The approved scheme shall be fully implemented before any of the dwellings are occupied and thereafter maintained in accordance with the approved details.**

**Reason: To safeguard the residential amenities of the prospective occupiers and the proposed flats.**

10. **A noise mitigation scheme designed to minimise the impact from construction and demolition activities shall be submitted to the Local Planning Authority for approval. Demolition and construction activities shall not commence until there is a scheme approved by the Local Planning Authority and the approved measures are fully implemented in accordance with the scheme. Once implemented the scheme of measures shall be maintained in accordance with the approved details.**

**Reason: To safeguard the general amenities of the nearby occupiers.**

11. All building work associated with the development hereby approved shall be restricted to between the hours of 7.30am and 6.00 pm Mondays - Fridays and between the hours of 8.00 am and 1.00pm on Saturdays and no time on Sundays or Bank Holidays.

Reason: To safeguard the general amenities of the nearby occupiers.

12. (a) Construction work on the development site hereby permitted shall not commence prior to the submission to, and agreement of the Local Planning Authority of a written environmental report (Phase II) which includes:

(i) A full identification of the location and concentration of all pollutants on this site and the presence of relevant receptors<sup>2</sup>, and;

(ii) The results from the application of an appropriate risk assessment methodology, and;

(iii) A method statement that specifies the steps necessary to render any contamination harmless, and;

(iv) A contingency plan, which specifies how unanticipated pollutants will be dealt with.

No construction work<sup>1</sup> (other than that necessary for the discharge of this condition) shall commence on this site until the Phase II report has been approved, in writing, by the Local Planning Authority.

- (b) This site shall not be occupied, or brought into use, until:

(i) All works which form part of the agreed scheme pursuant to the discharge of condition (b), above, have been fully completed;

(ii) A remediation validation report (Phase III) confirming that the site is suitable for use has been submitted to, and agreed by, the Local Planning Authority.

(c) Any contamination, other than that reported by virtue of condition (a) and (b), encountered during the development of this site shall be brought to the attention of the Local Planning Authority as soon as practically possible; a scheme to render this contamination harmless shall be submitted to (but not necessarily in writing), and agreed by, the Local Planning Authority and subsequently fully implemented prior to the occupation of this site.

(d) All works agreed with the Local Planning Authority with regard to remediation of this site shall be permanently maintained.

Reason: To ensure that any contamination present within the site is dealt with in a manner that safeguards human health, the built and aquatic environment and local ecosystems.

13. **Construction of the development hereby permitted shall not be commenced until detailed plans of internal layout and traffic management works are submitted to and approved in writing by the Local Planning Authority.**

**Reason: To ensure that adequate measures are provided within the site to safeguard the safety and priority that pedestrians presently enjoy as they use the public FP34, Coopers Alley.**

14. Construction of the development hereby permitted shall not be commenced until access/egress works have been construction and completed to the satisfaction of the Local Planning Authority.

Reason: In order to ensure the impact of the construction and use of the development hereby approved on the free and safe flow of traffic on the highway network is minimised.

15. The gradient of access/egress shall not be steeper than 1: 20 for the first 5 metres from the edge of the carriageway.

Reason: So that vehicles may enter and leave the site with the minimum of interference to the free flow and safety of other traffic on the highway.

16. **Construction of the development hereby approved shall not commence until details of construction vehicle movements are submitted to and approved by the Local Planning Authority.**

**Reason: To ensure the impact of construction vehicles on the local road network is minimised.**

17. **Before any development commences details of mechanical wheel cleaning facilities to be provided on site during site preparation and construction shall be submitted to, and approved in writing by, the local planning authority. As approved these shall be installed before any development commences and shall be retained in working order during the whole of the site preparation and construction period. All vehicles leaving the site shall use the facilities.**

**Reason: In order to minimise the amount of mud, soil and other materials originated from the site being deposited on the highway, and in the interests of highway safety and visual amenity.**

18. All areas for parking and storage and delivery of materials associated with the construction of this development shall be provided within the site on land which is not public highway and the use of such areas must not interfere with the use of the public highway.

Reason: In the interest of highway safety and free and safe flow of traffic.

19. **No demolition or development shall take place within the proposed development site until the applicant, or their agents, or their successors in title, has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation, which has been submitted to the planning authority and approved in writing. This condition can only be considered to be discharged when the planning authority has received an approved archaeological report of all the archaeological investigations.**

**Reason: The site lies within an area of known archaeological interest and any archaeological remains therein should be retrieved or recorded before they are damaged or destroyed due to the development hereby permitted.**

20. **Prior to the commencement of any development, a scheme for the provision, implementation and maintenance of surface water drainage shall be submitted and agreed in writing by the Local Planning Authority. The works/scheme shall be constructed and completed in accordance with the approved plans/specification at such time(s) as may be specified in the approved scheme. Soakaways shall only be used in areas on site where they would not present a risk to groundwater. If permitted there location must be approved in writing by the Local Planning Authority.**

**Reason: To ensure a satisfactory method of surface water drainage and to prevent pollution of controlled waters.**

21. **Before any part of the development of Block A is first commenced and notwithstanding the details shown on the approved plans relating to this building, final design details of the main archway entrance and feature window above shall be submitted to and approved in writing by the Local Planning Authority.**

**Reason: To ensure the appearance of these elements of the building are completed in a visually satisfactory manner.**

#### **Reason for Decision**

The proposed development would satisfactorily meet the relevant Development Plan policies for this town centre site within the Hitchin Conservation Area as listed below and would not cause any material harm to conditions of highway safety on the local road network:

#### **County Structure Plan Review 1991-2011:**

Policy 1 - Sustainable Development  
Policy 2 - Design & Provisions of Development  
Policy 4 - Town Centres  
Policy 10 - Affordable Housing  
Policy 22 - Reduction of Travel Need & Car Usage  
Policy 25/Supplementary Planning Guidance - Parking Standards  
Policy 38 - Critical Capital & Other Important Environmental Assets

This site is identified in the District Local Plan No 2 with Alterations as being within Town Centre Area HTC2 Paynes Park which lists the following priorities:

- 1. To promote development to link Paynes Park to the High Street for the benefit of pedestrians.*

*To improve the environment of Paynes Park, particularly the service yards at the rear of High Street premises.*

Policy 1 - Pattern and Character of North Hertfordshire  
Policy 8 - Development in Towns  
Policy 16 - Areas of Archaeological Significance & other Archaeological Areas  
Policy 22 - Urban Environment  
Policy 26 - Housing Proposals  
Policy 29A - Affordable Housing  
Policy 55 - Parking Standards (plus SPD)  
Policy 57 - Residential Guidelines & Standards

<b>ITEM NO: 3</b>	<u>Location:</u>	<b>106 Bedford Road, Hitchin, SG5 2UE</b>
	<u>Applicant:</u>	<b>Mr F Delbasso</b>
	<u>Proposal:</u>	<b>Detached dwelling under construction with two parking spaces, omission of integral garage, installation of rear rooflights to facilitate use of roof space as an attic room. (As variation of planning permission ref 05/10743/1 granted 16.01.06)</b>
	<u>Ref.No:</u>	<b>06/02384/ 1</b>
	<u>Officer:</u>	<b>Joanne Cousins</b> 01462 474418

**Date of expiry of statutory period :** 25 December 2006

### **Reason for Referral to Committee**

The Planning Control and Conservation Group Manager wishes a decision to be made by Committee rather than exercise her delegated powers, being aware of interest in the application by an elected Member.

#### **1.0 Relevant History**

- 1.1 Outline application allowed on appeal for one detached dwelling in part of garden of 106 Bedford Road with approval of reserved matters given in September 1989. The development has been constructed and is known as 16 Deacons Way.
- 1.2 Application withdrawn in May 2003 for the residential redevelopment of the site to provide three dwellings following the demolition of the existing dwelling (Outline application).
- 1.3 Application withdrawn in November 2005 for a similar development to that now under consideration due to the need for the agent to resolve highway concerns.
- 1.4 Permission granted in January 2006 for the erection of a detached three bedroom dwelling with integral single garage and new vehicular access on to Deacons Way.

#### **2.0 Policies**

##### **2.1 North Hertfordshire District Local Plan No2 with Alterations**

Policy 1 - Pattern and Character of North Hertfordshire  
 Policy 8 - Development in Towns  
 Policy 26 - Housing Proposals  
 Policy 55 - Car Parking Standards  
 Policy 57 - Residential Guidelines and Standards

##### **2.2 Hertfordshire County Structure Plan -**

Policy 25 and Supplementary Planning Guidance: Parking Provision

2.3 **North Hertfordshire District Council Supplementary Planning Document - Vehicle Parking Provision at New Development**

**3.0 Representations**

3.1 **Hertfordshire Highways** - no objection subject to the imposition of conditions.

3.2 **Local Residents:**

The occupiers of **4 Elms Close, Little Wymondley, Lindisfarne - 1 Deacons Way** and **16 Deacons Way** have written individually . The objections raised can be summarised as follows:-

1. The proposed garage has been removed and replaced with a study leaving insufficient space available at the front of the building to park two cars as indicated. The spaces appear to be cramped and at an awkward angle.
2. The boundary treatment and new gate to the side of the property would affect property in the ownership of 16 Deacons Way.
3. Object to the irregular way in which the plans have been unilaterally changed to the detriment of residents of Deacons Way.
4. Building work has continued on site with flagrant disregard of planning rules and little concern for the residents of Deacons Way. The work is not in accordance with the planning permission with changes to the garage, position of front wall and height of the building to accommodate an attic room.
5. The development would lead to more on road parking to the detriment of the residents of Deacons Way.
6. The deviations to the original plans if approved signify a free-for-all for other wayward developers.
7. The new roof is higher than the originally planned structure which would now further obscure light to 1 Deacons Way opposite as well as being an eyesore to look at.
8. the low fence to the front boundary would be out of character with Deacons Way.

**4.0 Planning Considerations**

4.1 **Site & Surroundings**

4.1.1 The application site comprises a plot within the curtilage of 106 Bedford Road, a detached dwelling located on the eastern side of the road with a side frontage onto Deacons Way. The plot measures approx. 10 metres wide by 22.3 metres deep, previously to lawn with a large single storey pre-fabricated garage running along the boundary with 104 Bedford Road, a bungalow to the southern side. The plot is adjacent to 16 Deacons Way, itself a modern development allowed on appeal in 1989 (see history). A newly constructed boundary wall and fencing panels runs along the main road frontages with Deacons Way/Bedford Road.

## 4.2 **Proposal**

4.2.1 The application seeks planning permission for the erection of a detached three bedroom dwelling of similar design to that granted permission in January this year. The applicant has commenced the work on site and has continued the building work which varies from that granted as follows:-

1. The omission of an integral garage and replacement with a study. The front wall of the study is brought forward by 0.5 metres.
2. The flank wall of the property is closer to 16 Deacons Way, the gap between the properties being reduced from 1.8 metres to 1.4 metres.
3. Alterations to the access to allow for two off-street parking spaces to the front of the dwelling.
4. Increase in ridge height by one metre to allow for additional accommodation within the roof space, served by two roof lights to the rear roof slope.

4.2.2 The proposals require the removal of a large pre-fabricated garage to the rear (southern) boundary. The proposed dwelling would be set in from the boundary with 16 Deacons Way by 1.8 metres and would have a minimum rear garden depth of 8.4 metres.

4.2.3 The applicant has been informed that to continue work in the absence of a valid planning permission is entirely at his own risk.

## 4.3 **Key Issues**

4.3.1 The key issues associated with this site are whether or not the plot is capable of accommodating the dwelling proposed in line with the requirement for amenity space, parking/highway considerations and having regard to other material considerations including the impact of the proposal upon the amenities currently enjoyed by local residents and upon the street scene.

4.3.2 The principle of a dwelling at the site has been accepted with the grant of planning permission in January 2006. The size of plot and the footprint of the proposed dwelling are essentially the same and would not result in a development out of keeping with the general pattern and character of the area. The current application revises the parking layout and access to the site but has not attracted any adverse comments from the Highway Authority. Whilst the height of the dwelling has increased it is not uncharacteristic for this road where there are a variety of ridge heights and roof pitches. I am therefore satisfied that the scheme would not cause any visual harm to the area.

4.3.3 The dwelling would have main windows orientated to the front and rear, thus negating any privacy issues with 16 Deacons Way and the bungalow to the rear which benefits from screening by an existing conifer hedge. There are two windows in the end elevation facing 106 Bedford Road, these are shown to be obscure glazed. In addition the orientation of the site is such that the garden area faces due south. The new build would therefore not have any material affect on the daylight/sunlight to the adjacent residential dwellings in my view. I am therefore satisfied that no material harm to adjacent residential amenities would arise as a result of the application.

#### 4.4 Conclusion

- 4.4.1 I can see no valid basis upon which a refusal of planning permission could reasonably be sustained in this instance. It is regrettable that the applicant has continued work at the site despite a number of cautions that he is proceeding at his own risk. I have framed my recommendation accordingly but feel that it would be expedient to include a condition removing permitted development rights covering extensions, alterations and outbuildings within the curtilage of the dwelling. This would be consistent with the earlier permission.

#### 5.0 Legal Implications

- 5.1 In making decisions on applications submitted under the Town and Country Planning legislation, the Council is required to have regard to the provisions of the development plan and to any other material considerations. The decision must be in accordance with the plan unless the material considerations indicate otherwise. Where the decision is to refuse or restrictive conditions are attached, the applicant has a right of appeal against the decision.

#### 6.0 Recommendation

- 6.1 That planning permission be **GRANTED** subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting, approved documents and plans, or with minor modifications of those details which have previously been agreed in writing by the Local Planning Authority as being not materially different from those thereby permitted.

Reason: To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

3. **Details and/or samples of materials to be used on the roof of the development hereby permitted shall be submitted to and approved in writing by the Local Planning Authority before this work is undertaken.**

**Reason: To ensure that the development will have an acceptable appearance which does not detract from the appearance and character of the surrounding area.**

4. The development hereby permitted shall not be brought into use until the proposed access has been constructed and the footway and verge has been reinstated to the current Specifications of Hertfordshire County Council and to the Local Planning Authority's satisfaction.

Reason: In the interests of highway safety and amenity.

5. Before the access is first brought into use 2.0 metre x 2.0 metre pedestrian visibility splays shall be provided and permanently maintained each side of the access. They shall be measured from the point where the edges of the access way cross the footway, 2m into the site and 2m along the footway. Therefore forming a triangular visibility splay, within which, there shall be no obstruction to visibility between 600mm and 2.0 metres above the footway level.

Reason: To provide adequate visibility for drivers entering or leaving the site.

6. There shall be no gates associated with the site.

Reason: The provision of gates would mean that vehicles would obstruct the highway whilst they are opened and closed and interfere with the safe and free flow of all traffic.

7. The access shall be 4.5 metres wide.

Reason: So that vehicles may enter and leave the site with the minimum of interference to the free flow and safety of other traffic on Deacons Way and for the convenience and safety of pedestrians and disabled people.

8. The access shall be constructed in a hard surfacing material for the first 5.0 metres from the edge of the carriageway.

Reason: To prevent loose material from passing onto Deacons Way which may be detrimental to highway safety.

9. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 as amended, no development as set out in Classes A-E of Part 1 of Schedule 2 to the Order shall be carried out without first obtaining a specific planning permission from the Local Planning Authority.

Reason: Given the nature of this development, the Local Planning Authority considers that development which would normally be "permitted development" should be retained within planning control in the interests of the character and amenities of the area.

10. Notwithstanding the details here by submitted, before the first occupation of the dwelling there shall be submitted to and approved in writing by the local planning authority a plan indicating the precise boundary treatments (height, materials and finish), details of landscaping to including planting type and density of any new hedging and hard surfacing materials. The agreed details shall be completed before the first occupation of the dwelling to the satisfaction of the local Planning Authority.

Reason: To safeguard and enhance the appearance of the completed development and the visual amenities of the locality.

11. The two windows in the side (west) elevation and bathroom windows in the rear (south) elevation of the development hereby permitted shall be permanently glazed with obscure glass.

Reason: To safeguard the privacy of the occupiers of the adjacent residential property.

12. Notwithstanding the provisions of Class A within Part 1 of Schedule 2 to the Town and Country Planning (General Permitted Development) Order 1995 as amended, no windows (other than that/those shown on the approved plan) shall be inserted at first floor level or within the roof slopes of the development hereby permitted.

Reason: To safeguard the privacy of the occupiers of the adjacent residential properties.

**Reason for Decision**

The dwelling, hereby permitted, would have no adverse effect on the amenities of the neighbouring residential properties, the visual amenity of the locality or on highway conditions in the vicinity of the site, and as such, complies with the relevant provisions of the development plan, as summarised below.

Summary of Development Plan Policies and Proposals relevant to the Decision:

**North Hertfordshire District Local Plan No 2 with Alterations**

Policy 1 - Pattern and Character of North Hertfordshire

Policy 8 - Development in Towns

Policy 26 - Housing Proposals

Policy 55 - Car Parking Standards

Policy 57 - Residential Guidelines and Standards

**Hertfordshire Structure Plan Review 1991-2011**

Policy 25 and Supplementary Planning Guidance: Parking Provision

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# HITCHIN AREA COMMITTEE

12 December 2006

**PART 1 – PUBLIC DOCUMENT**

**AGENDA ITEM No.**

**9**

## **TITLE OF REPORT: PLANNING APPEALS**

REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL

This report will be presented in the format of an oral presentation.

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**TITLE OF REPORT: CHAMPION NEWS**

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

**1. PURPOSE OF REPORT**

- 1.1 To advise the Committee of the activities and schemes with which the Community Development Officer has been involved during the past month.
- 1.2 To bring to the Committee's attention some important community based activities that will be taking place during the next few months.

**2. FORWARD PLAN**

- 2.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

**3. PROJECT/ACTIVITY/SCHEME DETAILS**

- 3.1 **Ickleford Road Residents** - a meeting will be held on Wednesday 29th November to discuss the present position and to consider forming a Residents Association.
- 3.2 **Hitchin Allotments** - a meeting was held with members and representatives from Hitchin Allotments Association.

Burford Way - at present there are 32 tenants with 3 waiting. Countryside Management are currently improving access to Oughtonhead Common by renovating the pathway network adjoining the allotment site.

It may be, that with the appointment of the Youth Works Project Officer, now based at Westmill, there could be some voluntary work on environmental improvements at Burford Way.

Old Hale Way - 129 tenants - 19 waiting - 6 months maximum waiting time. £36,000 is currently being invested in infrastructure improvements at Old Hale Way, including standpipe improvements, a new metal gate and more rubbish removal.

Pirton Road - 27 tenants - 15 waiting - 18 months maximum waiting time. Pirton Road is leased on a renewable annual agreement. The possibility was investigated of expanding Pirton Road site to alleviate the waiting list but this has not been possible.

Ransoms - 25 tenants - 20 waiting - 12 month maximum waiting time.  
The Water Authority has rectified problems with the water supply. The second pedestrian gate, which was damaged, will be replaced.

- 3.3 **Bancroft Play Area** - the play area at Bancroft is scheduled for refurbishment. Consultation has been held and the proposed design displayed at the library. One resident has requested gates at the play area as she is concerned that a parent with more than one child can not prevent them from running out of the play area.

The Council installs dog grids rather than gates for a number of reasons. Some of these are, gates can cause injury if slammed on small fingers, often gates are left open which allow dogs to enter play area and a gate can be held shut, blocking an escape route in the case of bullying.

- 3.4 **Hitchin Health Walks** - the health walks are very popular and there is now 19 walk leaders and new routes are planned for next year.

- 3.5 **Hitchin Boys School** - confirmation has been received that they have been successful in receiving their funding from Sport England. Members will kept informed of progress.

- 3.6 **Sainsburys Trolleys** - communication with Sainsburys, with regard to the trolleys in the river, has taken place. They appreciate there is a problem although they do keep a log of trolleys in the river and an outside contractor comes and takes them out, but this may be about once a month hence the build up. They are reluctant to ask customers to pay £1 (refundable) deposit for a trolley as they pay £1 (refundable) for the car park and feedback suggests that they would be unwilling to do this. Members' comments welcome.

- 3.7 **The Voice of Hitchin Youth** - new members have been recruited and the Voice now meet at Hitchin Youth Trust. Their next project is to make Christmas cards and buy small gifts to take to a local Nursing Home. They are also planning to join in a clean up project when insurance has been arranged.

The Voice was nominated for a Young People of the Year Award and four representatives attended the Awards Ceremony in the Spirella Ballroom, Letchworth, where they received a finalist certificate.

- 3.8 **Hitchin Museum** - there will be free drop in sessions for under 5s and their carers at Hitchin Museum between 1.30 and 3pm on Thursdays every month through to March 2007.
- 3.9 **Hitchin Shopmobility** - at a recent meeting it was agreed that at the moment there is no need to apply for funding for the year 2007/2008 but if the situation changes through the year then an application may be necessary.
- 3.10 **Triangle Area CPZ Zone** - work is currently about two months behind schedule on this project, owing to resourcing issues.
- 3.11 **Hitchin Railway Sidings** - the environmental protection team are monitoring the noise and dust and there is to be a meeting in the middle of January, 2007.
- 3.12 **Diary Dates** - Sunday 10th December - Christmas festivities in the Town Centre  
Sunday 17th December - Christmas Market from 10am and Father Christmas arrives approx 2pm Market Place.  
Tuesday 19th December - Farmers Market  
Wednesday 20th December - Rotary Carols, Market Place 8pm (St Mary's if wet).

- 3.13 **North Herts Highways Partnership** - Details of the schemes identified by the Area Committee have been supplied to Herts Highways for cost estimates and prioritisation. Herts Highways have undertaken to complete this work in time to report to the December Cycle of Area Committees. Following consideration by the Hitchin Committee the recommendations will be forwarded to the Joint Member Panel for consideration by the JMP on 29 January 2007. The information from Herts Highways will be presented at Appendix A to this report and forwarded to Members as soon as possible.

#### **4. RECOMMENDATION**

- 4.1 That the Committee endorses the actions taken by the Community Development Officer to promote greater community capacity and well-being.

#### **5. REASON FOR RECOMMENDATION**

- 5.1 To ensure that the Committee are kept informed of the work of the Community Development Officer.

#### **6. APPENDIX**

- 6.1 Appendix A – Cost estimates for highway schemes in the Hitchin Area.

#### **7. CONTACT OFFICER**

- 7.1 Margaret Bracey, Community Development Officer. Ext: 4830.  
Email. [Margaret.bracey@north-herts.gov.uk](mailto:Margaret.bracey@north-herts.gov.uk).

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**APPENDIX A TO ITEM 3.1 and 3.13 OF CHAMPIONS NEWS REPORT**

**ITEM 3.1       ICKLEFORD ROAD RESIDENTS**

1.       Comments have been sought from the Police and Hertfordshire Highways on this matter. It is believed that a residents' meeting took place on 29 November. A summary of the outcome and suggested way forward will be tabled at the meeting of Hitchin Committee on 12 Dec 2006.

**ITEM 3.13       NORTH HERTS HIGHWAYS PARTNERSHIP**

**1.       Proposed Schemes for inclusion in the Hertfordshire Highways Integrated Works Programme**

- 1.1       The schemes listed in the attached table were raised and further discussed by Members at their Meeting of 4 July and 15 August 2006 respectively. (See minute 38 of 15 August Hitchin Committee Meeting attached). Further officer response to these schemes has since been sought from Hertfordshire Highways. The Herts Highways responses together with NHDC officer responses are summarised against each scheme in the attached table.
- 1.2       Members are requested to:
  - (a)       consider the 'suggested action/way forward' points outlined in the table,
  - (b)       agree the action points if considered appropriate, and
  - (c)       prioritise those schemes and agree their associated match funding to be put forward for inclusion in the revised Integrated Works Programme (IWP) (draft 2) to be considered by the Joint Member Panel (JMP) on 29 January 2007.
- 1.3       Outputs from the JMP will then be reported via Champions News to Members in the March 2007 Area Committee cycle.

**2.       CONTACT OFFICERS**

- 2.1       David Scholes – Head of Planning & Building Control
- 2.2       Louise Symes – Projects Manager, Planning Services
- 2.3       Steve Greenhill – North Herts District Manager, Hertfordshire Highways

## JOINT MEMBER PANEL DISCRETIONARY BUDGET – PROPOSED SCHEMES FOR 2007/2008

## HITCHIN AREA COMMITTEE – SUMMARY

PROPOSED SCHEME	HERTS HIGHWAYS AND NHDC OFFICER COMMENTS	SUGGESTED ACTION/WAY FORWARD.
<p><b>Scheme 1:</b> <b>Install a pedestrian phase at Walsworth Crossroad Traffic Lights</b></p> <p><b>Scheme 2:</b> <b>Change junction at Willian Road – Purwell Lane</b></p>	<p>1.1 Herts Highways advise that no funding exists for a further detailed feasibility study of these junctions and impact on the surrounding highway network. From an initial appraisal of the concept HH consider that the introduction of a pedestrian phase at the junction as an isolated measure would have unacceptable impacts on traffic flows on the A505.</p> <p>1.2 For the Willian Road/Purwell Lane junction Herts Highways advise that there is no evidence of speeding problems or accidents to warrant changes to the junction.</p> <p>1.3 It is the Officers view that a more comprehensive study should be undertaken in light of the possible traffic impacts that changes to these two junctions may cause on the surrounding and wider road network associated with this part of the A505.</p> <p>1.4 It is suggested that Members should rather be encouraging HCC to undertake a wider traffic modelling exercise of the area as part of the LTP process when reviewing the Hitchin Transport Plan (review date yet to be advised). Representations should be made to HH/HCC as a matter of urgency in order that the review of the Hitchin Transport Plan can feed into the LDF work (in terms of the Land Allocations DPD – to be prepared 2007/08).</p>	<p>2.1 That Hitchin Committee instruct Officers to make urgent representations to HH/HCC for the Hitchin Transport Plan to be reviewed in order that it can deal with the existing traffic problems within the town and those that may face the town as the Local Development Framework progresses.</p> <p>That the Walsworth/A505 junction and the Willian Road/Purwell Lane junction be included as a wider traffic modelling exercise for the area and be promoted through the LTP and LDF process.</p>

PROPOSED SCHEME	HERTS HIGHWAYS AND NHDC OFFICER COMMENTS	SUGGESTED ACTION/WAY FORWARD.
<p><b><u>Scheme 3:</u></b> <b>Resurface Westmill Road</b></p> <p><b><u>Scheme 4:</u></b> <b>Resurface John Barker Place</b></p>	<p>1.5 These two proposals have been taken as Member feedback from the October 2006 meeting of the Joint Member Panel on the first draft of the 2007/2008 Highways Integrated Work Programme. They will be fed into the revised programme for IWP (draft 2) for Jan JMP 2007.</p> <p>1.6 These proposals fall under the HCC enhanced maintenance programme for which an additional sum of money has been invested by HCC to improve the condition of Hertfordshire's local roads.</p> <p>1.7 All proposed schemes put forward in the revised programme for IWP (draft 2) for the January JMP will be prioritised by the JMP for agreed funding from the HCC maintenance budget.</p>	<p>2.2 That Members support the inclusion of the schemes to resurface Westmill Road and John Barker Place on the revised IWP programme (draft 2) to be considered by the JMP on 29 January 2007.</p>
<p><b><u>Scheme 5:</u></b> <b>Vehicle Activated Sign at the BP garage on the Hitchin to Stevenage side of the A602</b></p> <p><b><u>Scheme 9:</u></b> <b>Vehicle Activated Sign adjacent to Our Lady's Primary School, Old Hale Way</b></p> <p><b><u>Scheme 10:</u></b> <b>Vehicle Activated Sign in St. Michael's Road</b></p> <p>(Note: Wymondley Road VAS was raised as Scheme 6 and is being implemented as part of the 2006/7 IWP)</p>	<p>1.8 As with the Wymondley Road vehicle activated sign (VAS) proposal, these 3 sites fail to satisfy the HCC criteria for the installation of VA signs.</p> <p>1.9 A sign could however be installed subject to approval by the JMP. In this instance, a commuted maintenance sum of £7,500 is to be added to the cost of design and consultation, estimated at £2,000, plus the installation of the sign, estimated to be £3,500. Total estimate £13,000.</p> <p>1.10 This means that if Members wished to pursue any of these proposed schemes, then a sum of £6,500 per scheme would need to be secured from the Hitchin Area Committee discretionary budget to match fund the design, consultation and installation of these schemes if agreed by JMP.</p>	<p>2.3 Members to prioritise which of these VAS schemes (if any) to be match funded and put forward for inclusion in the revised IWP programme (draft 2) to be considered by the JMP on 29 January 2007.</p>

PROPOSED SCHEME	HERTS HIGHWAYS AND NHDC OFFICER COMMENTS	SUGGESTED ACTION/WAY FORWARD.
<p><b><u>Scheme 7:</u></b>  <b>The Maples and Stevenage Road Junction – extension of double yellow lines</b></p>	<p>1.11 HH Officers met with the Ward Councillor in March 2006 following an informal consultation with local residents, which showed a significant amount of objection to the scheme. HH is awaiting feedback from the Ward Councillor following the meeting. Approximate cost to implement the scheme would be £6,000. If the Area Committee wished to progress this scheme then a sum of £3,000 would need to be sought from the Hitchin Area Committee discretionary budget to match fund the scheme if agreed by the JMP.</p>	<p>2.4 That Members consider whether they wish to match fund and propose that the scheme including the extension of double yellow lines at The Maples and Stevenage Road junction be put forward for inclusion in the revised IWP programme (draft 2) to be considered by the JMP on 29 January 2007.</p>
<p><b><u>Scheme 8:</u></b>  <b>A no right turn from Stevenage Road into Sunnyside</b></p>	<p>1.12 It was previously reported at the August meeting of Hitchin Committee that although this suggestion has merit, there are enforcement issues. This means that the Police would need to be in favour of the scheme as well as the residents on the estate. The approximate cost for this would be £10,000 - £7,000 for the investigation work and £3,000 for the TRO and implementation of signs.</p> <p>1.13 If Members wished to pursue this proposed scheme, then a sum of £5,000 (£3,500 for the investigation and £1,500 for any TRO) would need to be sought from the Hitchin Area Committee discretionary budget to match fund the investigation, consultation and installation of the sign if agreed by JMP.</p>	<p>2.5 That Members consider whether they wish to match fund and propose that the scheme including a no right turn from Stevenage Road into Sunnyside be put forward for inclusion in the revised IWP programme (draft 2) to be considered by the JMP on 29 January 2007.</p>

## EXTRACT

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

## HITCHIN COMMITTEE

Meeting held at Christ Church Hall, Bedford Road, Hitchin,  
on 15 August 2006 at 7.30p.m.

## MINUTES

**PRESENT:** *Councillors: Judi Billing (Chairman), Derek Sheard (Vice-Chairman), Alison Ashley, David Billing, Paul Clark, Joan Kirby, Bernard Lovewell, Lawrence Oliver, R. Shakespeare- Smith and Sarah Wren.*

**IN ATTENDANCE:** *Graham Haerle- Principal Planning Officer, Victoria Woodbridge – Planning Officer, Margaret Bracey-Community Development Officer, Nigel Schofield – Committee Administrator.*

*Acting Inspector S. Mann – Hertfordshire Constabulary*

*Note :Councillor Judi Billing left the meeting at 8.50 p.m.  
Councillor Derek Sheard took the Chair at 8.51p.m.*

**38. NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP – JOINT MEMBER PANEL DISCRETIONARY BUDGET – 2006-2007 AND 2007-2008**

The Vice - Chairman referred the Committee to the report provided by the NHDC Chief Engineer and the North Herts District Manager (Hertfordshire Highways) and in particular Paragraph 4 concerning schemes and cost estimates. The Vice - Chairman also referred the Committee to Appendices A and B for details of resolutions made at recent meetings of the JMP and Hitchin Committee.

The Committee reviewed the comments from both highways and NHDC engineering relating to the schemes listed in Paragraph 4.1. The Committee were disappointed that only one cost estimate had been provided (Item 8) and following discussion it was agreed that a request should be made for a revisit to these schemes as listed, (Minute 38 (3) below):

With reference to Minute 13 (4) of the JMP meeting held on 26 June the Vice-Chairman proposed and the Committee agreed that any decision on funding towards the costs of repair and maintenance to verges subject to repeat damage be delayed until the allocation of funds to projects and schemes had been confirmed.

**RESOLVED:**

- (1) That the information on the cost estimate and comments for the projects and schemes put forward by the Hitchin Committee after its meeting held on 4 July 2006 be noted;
- (2) That the Hitchin Committee were disappointed to receive only one cost estimate for a scheme proposed by Members;
- (3) That the following schemes and projects should be reviewed again by the NHDC Chief Engineer and the North Herts District Manager (Hertfordshire Highways) and cost estimates provided for each – including engineering and highway comments as appropriate;

- 1. Install a pedestrian phase at Walsworth Crossroad Traffic Lights**  
Please provide a cost estimate for a total pedestrian phase on all four crossing points, with a request for the Willian Road/North Herts College arm to receive priority.  
Note. That the introduction of a pedestrian phase should take note of the effect on traffic flows on the A505, which are currently a problem at peak hours;
- 2. Change junction at Willian Road – Purwell Lane**  
Please provide a cost estimate for a change of priority at this junction with a minimal effect on the current junction geometry;
- 3. Resurface Westmill Road**  
A cost estimate is required for the length of Westmill Road between John Barker Place and The Crescent.
- 4. Resurface John Barker Place**  
A cost estimate is required for the total length of John Barker Place;
- 5. Vehicle Activated Sign at the BP garage on the Hitchin to Stevenage side of the A602**  
A cost estimate is required for the installation of a vehicle activated sign in order for Highbury Ward Members to consider joint funding (as per the VAS in Wymondley Road, Hitchin);
- 7. The Maples and Stevenage Road Junction – extension of double yellow lines**  
A cost estimate is required for the completion of this scheme to allow the Highbury Ward Members consider joint funding;

*And the two following schemes not previously costed or commented upon:*

- 9. Vehicle Activated Sign adjacent to Our Lady's Primary School, Old Hale Way**  
A cost estimate is required for the installation of a vehicle activated sign in order for Oughton Ward Members to consider joint funding;
  - 10. Vehicle Activated Sign in St. Michael's Road**  
A cost estimate is required for the installation of a vehicle activated sign placed on a downhill section of St. Michaels Road before the junction with Browning Drive (northerly direction) to allow Walsworth Ward Members the opportunity to consider joint funding;
- (4) That the NHDC Chief Engineer and the North Herts District Manager (Hertfordshire Highways) be requested to provide the Hitchin Committee at its meeting to be held on 28 September 2006 with cost estimates and any additional engineering comments for the schemes listed at (3) above that could receive matched funding from the Hitchin Discretionary Budget for 2006-2007.

**REASON FOR DECISIONS:**

To allow additional funding to be made from the Hitchin Discretionary Budget for the implementation of traffic management and road safety schemes in the Hitchin area.

**TITLE OF REPORT: ANNUAL GRANTS, DEVELOPMENT, DISCRETIONARY AND VISIONING BUDGETS 2006/2007**

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

**1. PURPOSE OF REPORT**

- 1.1 To advise the Committee of the current expenditure and balances of the Area Committee's delegated funds.
- 1.2 For the Committee to consider the level of financial assistance to be awarded to Walsworth Festival Committee, from the 2007/2008 budget.
- 1.3 For the Committee to consider the level of financial assistance to be awarded to Hitchin Fairtrade Steering Group.

**2. FORWARD PLAN**

- 2.1 This Report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

**3. ANNUAL GRANTS, DEVELOPMENT, DISCRETIONARY AND VISIONING BUDGETS UPDATE**

- 3.1 The present summary is attached at Appendix A.

**4. LEGAL IMPLICATIONS**

- 4.1 The Committee has delegated powers to administer funds from the budgets described.
- 4.2 There are no legal implications pertinent to this report.

**5. FINANCIAL AND HUMAN RESOURCE IMPLICATIONS**

- 5.1 There are no financial implications that have not been specified in the main body of the report.

**6. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS**

- 6.1 Ward Members will be consulted about relevant grant applications.
- 6.2 Ward Members have been consulted in connection with projects that have been carried forward from previous years.

## **7. RECOMMENDATIONS**

- 7.1 The Committee is asked to note the current expenditure and balance of the Development budget.
- 7.2 That the Committee allocate, from the 2007/2008 budget, £2,000 to Walsworth Festival, as set out in Appendix B.
- 7.3 That each Member allocates from their own Discretionary Ward Budget the sum of £39 towards the £500 for Hitchin Fairtrade Steering Group as set out in Appendix C.

## **8. REASONS FOR RECOMMENDATIONS**

- 8.1 This report is intended simply to inform Members of the financial resources available to the Committee. It draws attention to the current budgetary situation, assists in the effective financial management of the Area Committee's budget and ensures actions are performed within the Authority's Financial Regulations and the guidance contained in the Grants procedure.
- 8.2 The awarding of financial assistance to voluntary organisations and the use of discretionary spending allows the Committee to further the aims and Strategic Objectives of the Council.

## **9. APPENDICES**

- 9.1 Appendix A - Annual Grant and Development Discretionary Budget Update
- 9.2 Appendix B - Grant Application from Walsworth Festival
- 9.3 Appendix C - Grant Application from Hitchin Fairtrade Steering Group

## **10. CONTACT OFFICERS**

- 10.1 Margaret Bracey, Community Development Officer, [margaret.bracey@north-herts.gov.uk](mailto:margaret.bracey@north-herts.gov.uk), x4830  
  
Steve Smither, Group Accountant Customer Services, [steve.smither@north-herts.gov.uk](mailto:steve.smither@north-herts.gov.uk), x4566

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**HITCHIN AREA COMMITTEE BUDGET 2006/2007**

REVENUE VISIONING	Funding	Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
Pre allocated Funds Brought Forward from 2005/06	£20,060	Bring Bank (Woodside Screening)	£1,670	21.10.03	£1,670	£0		
		Town Centre Strategy	£1,500	21.10.03	£927	£573		Can be reallocated
		Visioning Presentations	£500	02.11.04	£494	£7		Can be reallocated
		Enhancement of Triangle Area	£3,130	02.11.04	£3,130	£0		
		Churchgate Project	£4,000	24.05.05	£5,250	-£1,250		Requires recoding
		BMX Dirt Bike Track	£2,500	01.03.05	£2,212	£288		Ongoing
		Tree Planting - Butts Close	£1,500	08.11.05	£0	£1,500		Complete awaiting settlement
		Community Centre Leaflet	£700	08.11.05	£0	£700		Complete awaiting settlement
		Cabbies Hut Market Place	£1,300	24.01.06	£1,320	-£20		Overspend
		East of England Dev Agency	£3,260	24.03.06	£3,268	-£8		Overspend
Visioning Community Projects 05/06 C/F plus schemes reallocated to Visioning Community Projects	£14,690	Hitchin Town Centre Initiative - Hanging Baskets	£11,750	18.04.06	£11,750	£0		
	£6,165	Hanging Baskets - Market Place, Hitchin	£1,300	18.04.06	£1,300	£0		
		Hitchin Pavilions	£5,000	04.07.06	£5,000	£0		
		Market Advertising	£2,000	04.07.06	£0	£2,000		Complete awaiting settlement
		Bench	£674	24.08.06	£699	-£25		
<b>Total</b>	<b>£40,915</b>		<b>£40,784</b>		<b>£37,019</b>	<b>£3,765</b>	<b>£131</b>	

CAPITAL VISIONING	Funding	Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
Capital Visioning	£112,600	Bancroft Gardens	£67,500	15.08.06	£0	£67,500		In progress
		Windmill Hill	£42,850	15.08.06	£0	£42,850		In progress
<b>Total</b>	<b>£112,600</b>		<b>£110,350</b>		<b>£0</b>	<b>£110,350</b>	<b>£2,250</b>	

**DEVELOPMENT BUDGETS**

Central Area Grants	Funding	Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
Base Budget 06/07 plus £650 from each ward member to fund Hitchin & Strathmore Fun Club	£36,930	Vaisakhi Festival	£1,000	07.03.06	£1,400	-£400		Overspend due to traffic signage
	£650	Rhythms of the World Festival	£10,000	18.04.06	£10,000	£0		
		Tilehouse Street Pre-School	£1,000	18.04.06	£1,000	£0		
		North Herts Amateur Boxing Club	£999	18.04.06	£999	£0		
		Hitchin Town Bowls Club	£1,000	18.04.06	£1,000	£0		
		Apni Duniya Club	£250	18.04.06	£250	£0		
		Hitchin Festival	£2,000	18.04.06	£2,000	£0		
		Hitchin Senior Citizens	£4,000	18.04.06	£4,000	£0		
		Triangle Festival	£5,000	30.05.06	£6,023	-£1,023		Overspend
		Hitchin Rugby Club	£1,000	30.05.06	£1,000	£0		
		Hitchin Town Band	£1,000	30.05.06	£1,000	£0		
		Youth Project - Westmill Estate	£10,000	24.01.06	£10,000	£0		
		Hitchin & Strathmore Fun Club	£650	01.09.06	£650	£0		
<b>Total</b>	<b>£37,580</b>		<b>£37,899</b>		<b>£39,322</b>	<b>-£1,423</b>	<b>-£319</b>	

Bearton	Funding	Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
Pre allocated Funds Brought Forward from 2005/06	£12,450	Traffic and Parking Schemes	£4,830	25.03.03	£0	£4,830		Herts Highways
		Local Environment Issues	£4,830	25.03.03	£0	£4,830		Triangle Planning Project
		Dogbin Brampton Park	£350	31.03.04 & 08.11.05	£350	£0		
		Local Environment & Parking	£2,440	31.03.04	£0	£2,440		Triangle Planning Project
Member Discretionary Budget 2006/07:								
Member 1	£500	Hitchin Boys School	£100	31.10.06	£100	£0		
Member 2	£500							
Member 3	£500							
less £50 from each member to fund Hitchin & Stathmore Fun Club	-£150							
<b>Total</b>	<b>£13,800</b>		<b>£12,550</b>		<b>£450</b>	<b>£12,100</b>	<b>£1,250</b>	

Highbury	Funding	Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
Pre allocated Funds Brought Forward from 2005/06	£24,010	Leisure Projects	£4,230	25.03.03	£0	£4,230		Ongoing
		Vehicle Activated Signs - Stevenage Road	£4,000	25.03.03	£0	£4,000		Herts Highways
		Vehicle Activated Signs - Wymondley Road	£4,000	25.03.03	£0	£4,000		Herts Highways
		The Maples/Stevenage Rd	£2,000	21.10.03	£0	£2,000		Herts Highways
		Stevenage Road/Sunnyside	£5,000	01.03.01	£0	£5,000		Herts Highways
		Brookview Play Area	£3,430	31.03.04	£3,430	£0		
		The Dell - Tree Felling and Rubbish Removal	£1,200	16.08.05	£1,200	£0		
		Replace Tree in Woodside Carpark	£150	24.01.05	£150	£0		
Member Discretionary Budget 2006/07								
Member 1	£500	Hitchin Boys School	£100	31.10.06	£100	£0		
Member 2	£500							
Member 3	£500							
less £50 from each member to fund Hitchin & Stathmore Fun Club	-£150							
<b>Total</b>	<b>£25,360</b>		<b>£24,110</b>		<b>£4,880</b>	<b>£19,230</b>	<b>£1,250</b>	

Oughton	Funding	Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
Pre allocated Funds Brought Forward from 2005/06	£5,940	Road Safety and Traffic Calming	£2,590	25.03.03	£0	£2,590		Herts Highways
		Traffic Calming Moss Way/Redhill Rd	£3,000		£0	£3,000		Herts Highways
		Dog Bin - Lucas Lane	£350	04/05 & 08-11-05	£350	£0		
Member Discretionary Budgets 2006/07:								
Member 1	£500	Hitchin Boys School	£100	31.10.06	£100	£0		
Member 2	£500							
less £50 from each member to fund Hitchin & Stathmore Fun Club	-100							
<b>Total</b>	<b>£6,840</b>		<b>£6,040</b>		<b>£450</b>	<b>£5,590</b>	<b>£800</b>	

Priority	Funding	Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
Pre allocated Funds Brought Forward from 2005/06	£2,700	Town Centre Manager	£1,500	31.03.04	£0	£1,500		Can be reallocated
		Rise Bollards in Town Centre	£700	31.03.04	£0	£700		Can be reallocated
		Replace Trees in Various Locations	£500	24.01.05	£500	£0		
Member Discretionary Budget 2006/07:								
Member 1	£500	Hitchin Boys School	£100	31.10.06	£100	£0		
Member 2	£500							
less £50 from each member to fund Hitchin & Stathmore Fun Club	-£100							
<b>Total</b>	<b>£3,600</b>		<b>£2,800</b>		<b>£600</b>	<b>£2,200</b>	<b>£800</b>	

Walsworth	Funding	Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
Pre allocated Funds Brought Forward from 2005/06	£4,583	Tarmacing Walsworth Common	£4,233		£4,233	£0		
		Dog Bin for Purwell Meadows - Chaucer Way Exit	£350	14.02.06	£350	£0		
Member Discretionary Budget 2006/07:								
Member 1	£500	Walsworth Festival	£377	31.05.06	£265	£112		Ongoing
Member 2	£500	Walsworth Common Litter Pickers	£176	27.06.06	£176	£0		
Member 3	£500	Community Meetings - Hardy Close residents	£64	30.08.06	£38	£26		Ongoing
plus £377 reallocated from Tarmacing Walsworth Common	£377	Friends of Walsworth Common	£50	28.09.06	£43	£7		Ongoing
less £50 from each member to fund Hitchin & Stathmore Fun Club	-£150	Hitchin Boys School	£100	31.10.06	£100	£0		
<b>Total</b>	<b>£6,310</b>		<b>£5,350</b>		<b>£5,204</b>	<b>£146</b>	<b>£960</b>	

**\*PART 1 – PUBLIC DOCUMENT**

**AGENDA ITEM No.**

**12**

**TITLE OF REPORT: HITCHIN TOWN CENTRE MANGER**

This item will be in the format of an oral presentation by the Hitchin Town Centre Manager.

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