

4 August 2006

Our Ref. Hitchin 8.06
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, 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

**CHRIST CHURCH HALL
BEDFORD ROAD, HITCHIN**

on

15 AUGUST 2006

at

7.30 p.m.

Yours sincerely,



David Miley
Democratic Services Manager

AGENDA - PART I

ITEM	PAGE
1. APOLOGIES FOR ABSENCE	-
2. MINUTES To take as read and approve as a true record the Minutes of the meeting of this Committee held on 4 July 2006.	-
3. NOTIFICATION OF OTHER BUSINESS 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.	-
4. DECLARATIONS OF INTEREST 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.	-
5. PUBLIC PARTICIPATION To receive petitions, comments and questions from members of the public. <i>To receive a petition from the residents of Ickleford Road, Hitchin concerning traffic management, traffic issues, parking issues and objections to planning applications within half a mile radius of Ickleford Road.</i> Public participation requests received within the agreed time will be notified to Members as soon as practicable.	1
6. REVIEW OF THE CONSIDERATION OF THE IMPLEMENTATION OF 'ALCOHOL FREE' ZONES IN HITCHIN REPORT OF THE HEAD OF POLICY, PARTNERSHIPS AND PERFORMANCE <i>To allow the Hitchin Committee review the implementation of an 'alcohol free zone' at Windmill Hill, Hitchin.</i>	3

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<p>7. NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP – JOINT MEMBER PANEL DISCRETIONARY BUDGET FOR 2006 – 2007 AND 2007-2008 – SCHEMES AND PROJECTS</p> <p><i>Members are invited to review the cost estimates for schemes and projects in Hitchin that might be included in the Discretionary Budget programme of works for 2006 – 2007 and 2007-2008.</i></p>	11
<p>8. PLANNING APPLICATIONS</p> <p>REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL</p> <p>1. Land at 7 Whitehurst Avenue, Hitchin.</p> <p>2. Land at 21 Verulam Road, Hitchin.</p> <p>3. Land at 14 Manton Road, Hitchin.</p> <p>4. Land at 43 Millard Way, Hitchin.</p>	19 20 24 29 33
<p>9. PLANNING APPEALS</p> <p>REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL</p> <p>This presentation will be in an oral format.</p>	39
<p>10. CHAMPION NEWS</p> <p>REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES</p> <p><i>To advise the Hitchin Committee of the schemes and activities undertaken by the Community Development officer since the last meeting held on 4 July 2006.</i></p>	41
<p>11. HITCHIN VISIONING CAPITAL PROJECTS</p> <p>REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES</p> <p><i>To advise the Hitchin Committee on progress with Visioning Capital projects.</i></p>	43
<p>12. ANNUAL GRANTS, DEVELOPMENT, DISCRETIONARY AND VISIONING BUDGETS 2006 – 2007</p> <p>REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES</p> <p><i>To advise the Hitchin Committee of the current expenditure and balances within the delegated budgets.</i></p>	45
<p>13. HITCHIN TOWN CENTRE MANAGER</p> <p>This presentation will be in an oral format.</p>	53

INFORMATION NOTES

The following items have been prepared as Information Notes to all Members of the Hitchin Committee and are presented as a supporting volume to the main agenda.

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

ITEM

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| A. | HITCHIN COMMUNITY SURGERY – 2 JULY 2006 | 3 |
| | REPORT OF THE HEAD OF LEGAL AND DEMOCRATIC SERVICES | |
| B. | HITCHIN TOWN CENTRE - STREET SCENE | 5 |
| | REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES | |
| | This report is 'to follow'. | |

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

2006

28 September	Morrison Hall, Benslow Music Trust, Hitchin.	
31 October	Roman Catholic Hall, Nightingale Road, Hitchin	TOWN TALK
12 December	Morrison Hall, Benslow Music Trust, Hitchin.	

2007

23 January	Roman Catholic Hall, Nightingale Road, Hitchin (or other venue tbc)	TOWN TALK
6 March	Roman Catholic Hall, Nightingale Road, Hitchin (or other venue tbc)	
17 April	Roman Catholic Hall, Nightingale Road, Hitchin (or other venue tbc)	TOWN TALK

HITCHIN AREA COMMITTEE

15 August 2006

***PART 1 – PUBLIC DOCUMENT**

AGENDA ITEM No.

5

PUBLIC PARTICIPATION: PRESENTATION OF A PETITION

To receive a petition from a representative of the residents in Ickleford Road, Hitchin concerning traffic management, traffic issues , parking issues and objections to planning applications within a half mile radius of Ickleford Road.

TITLE OF REPORT: REVIEW OF THE CONSIDERATION OF THE IMPLEMENTATION OF 'ALCOHOL FREE' ZONES IN HITCHIN

REPORT OF THE HEAD OF POLICY, PARTNERSHIPS AND PERFORMANCE

1. SUMMARY

- 1.1 To present the policy background to consider the need for, and progressing where deemed appropriate, the implementation of an alcohol free zone at Windmill Hill, Hitchin, in the light of increasing public concern regarding drinking and gathering in that area.

2. FORWARD PLAN

- 2.1 This report contains a recommendation on a key decision, which has not been notified to the public in the Forward Plan. It is not possible to defer consideration of this decision because there is increasing public and member concern regarding an escalation in drink related disorder on Windmill Hill, Hitchin and its approaches; these incidents have also received recent press attention. The consideration of implementation of an alcohol free zone affects not only the ward in which it is situated, but also potentially surrounding wards through the displacement of people.
- 2.2 The Chairman of the Scrutiny Committee has been informed and notice of the recommendation has been available at the Council Offices in Gernon Road for three clear working days prior to the date of this meeting.
- 2.3 The original consideration of alcohol free zones within the district was first notified to the public in the Forward Plan on 1 October 2005.

3. BACKGROUND

- 3.1 In October 2005, Royston Area Committee approved the implementation of a Designated Public Place Order (commonly referred to as an 'alcohol free zone') for a specified area of Royston town centre. Consideration of similar schemes was put before the area committees for Letchworth, Hitchin and Baldock. Hitchin chose to wait until 2006 earliest before reconsideration, as did Letchworth, whilst Baldock asked to consider commencing consultation in 2006.

- 3.2 Section 13 of the Criminal Justice and Police Act 2001 allows Local Authorities to designate public areas for the purposes of section 12 *where they are satisfied* that nuisance or annoyance has been caused to the public or a section of the public or that disorder has been associated with public drinking in that area. The offence in section 12 will not be consumption of alcohol in a designated public place, but drinking after being required by a police constable not to do so, where the constable has a reasonable ground for believing the person has been consuming alcohol in that designated place, or failing to surrender alcohol in an open container for the same.
- 3.3 Before an area is proposed for designation, the Local Authority must obtain sufficient evidence to be satisfied that the area has antisocial nuisance or disorder associated with it. Any proposals for a comprehensive ban on public drinking would be considered disproportionate to the intended purpose behind the measures contained in the Act.
- 3.4 The creation of designated areas may well lead to anti-social drinking or nuisance being displaced into other adjoining areas. Before making an area designated, guidance states that the Authority should make an assessment of all the areas to which they reasonably believe that nuisance or disorder would be displaced and ensure that all those affected by the designation are not only appropriately consulted, but that potential measures to deal with the displacement are considered alongside implementation.
- 3.5 An 'alcohol free zone' is actually a misnomer and is not necessarily the panacea one may imagine. Under the legislation it is an offence to continue to drink when asked to cease doing so by a Police officer. It is not an offence to consume any alcohol in the zone. The zone also has no impact on underage drinking for which there is already sufficient legislation; police have existing powers to confiscate drink from those suspected to be under the age of 18, or enforcement of litter notices for those discarding empty containers irresponsibly. The designation is aimed at tackling the problem of persistent 'street' drinking rather than the problems of being drunk and disorderly or of underage drinking for which extensive powers already exist.
- 3.6 The Police are of the opinion that designating Windmill Hill area as a zone would only create the need for them to Police a problem that does not exist whilst distracting them from tackling the issues at hand. In any consideration of the implementation of such a zone, it must be remembered that whilst public consultation and the results of that consultation are paramount, the agreement of the police to commit resources to the enforcement of a designated area is also required before the Authority can proceed with implementation. Police interventions in recent weeks using powers currently available to them have reduced the number of incidents considerably. Crime analysts have been asked to provide evidence of the number of interventions, although these were not available to officers at the time of producing this report.

4. ISSUES FOR HITCHIN

4.1 Evidence of problems

- 4.1.1 Over the past number of weeks there have been large gatherings of young people congregating on Windmill Hill in Hitchin. This has led to an increase in reported cases of underage drinking and personal 'robberies', primarily mobile phones. There have also been a small number of arrests for cannabis possession. There is a large amount of litter, broken glass, some drug paraphernalia and evidence of fire-starting in the area adjacent to Windmill Hill known as The Dell and often a large amount of litter left on the hill itself.
- 4.1.2 Through the monitoring and intervention activity of the Police, the numbers gathering on the hill have significantly reduced over recent weeks. The Police are continuing to work to tackle this problem as part of the Crime & Disorder Reduction Partnership.
- 4.1.3 There have been no issues with drinking by persons of age 18 and over on Windmill Hill (with the exception of during the Rhythms of the World event).
- 4.1.4 For the authority to be satisfied that it was necessary that an alcohol free zone be implemented, they would need to be satisfied that the litter etc were related to alcohol rather than simply gathering and littering, for which alternative powers are available.

4.2 Timing

- 4.2.1 The problem is almost exclusively on Friday nights and ranges from around 8 o'clock in the evening to 12 midnight.

4.3 Confiscations

- 4.3.1 The Police have been running regular operations and have issued approximately 300 'stop and account' forms to young people on the hill. Where alcohol has been confiscated from someone suspected to be under age, a letter has been sent home to the parents of the young person involved explaining that this had taken place.

4.4 Displacement

- 4.4.1 In considering the implementation of an alcohol free zone for the Windmill Hill area, it must be remembered that the issue of displacing those persons to other areas of Hitchin must be taken into account. Historically, there have already been issues with groups of youngsters gathering within the market area, sitting on market stalls etc. Similarly, police carried out a number of operations within the Bancroft Recreation Ground recently in order to deal with the large number of youngsters gathering there too.
- 4.4.2 The area for consideration as a designated zone is depicted on the map attached as Appendix A to this report.

5. NEXT STEPS

- 5.1 Following agreement by Area Committee, consultation with the public and relevant ward councillors will take place; this must be a formal public consultation advertised both by notices adjoining the site in question and via advertisement in the local newspapers and open for 28 days. The decision whether or not to progress must then be based on the response from the public, businesses who may be affected either positively or adversely, and ward councillors within the town. The final decision regarding implementation must then be taken by Council in light of substantial evidence to support an Order being made by the Council.
- 5.2 Further consultation with Herts Constabulary will be required in terms of final determination of the zone and their agreement to resource the enforcement.

6. LEGAL IMPLICATIONS

- 6.1 The authority has power to consider implementation of sections 12 and 13 of the Criminal Justice and Police Act 2001 and, if satisfied that the grounds exist, to designate a public place in its area as one where alcohol cannot be consumed. Should these provisions be adopted, Council will need to resolve that an Order be made and publicised.

7. FINANCIAL AND RISK IMPLICATIONS

- 7.1 This proposal will require expenditure in terms of signage (approximately £14.00 per sign) and consultation outside existing budget allocations, but this will largely depend on the size and location of the prohibition area as agreed. Detailed costings can be prepared by officers and formal application for budgets made following any decision to proceed.
- 7.2 It is important that the Council shows it has taken full account of the evidence in North Herts, in order to address public and police concerns regarding alcohol related disorder.
- 7.3 Consideration by the Area Committee to allocate funding for the posting of official newspaper notices (at approximately £600 each) would be welcomed, since there is no budget allocated to this purpose at present. The consultation will also be included on the Authority's website and through information placed at main reception areas.

8. HUMAN RESOURCE AND EQUALITIES IMPLICATIONS

- 8.1 There are resource implications for both the Community Safety and Legal teams in terms of sourcing more substantial evidence of need and progressing the legal establishment of the identified zones. This will, however, diminish as any implementation takes place and is therefore time limited.

9. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 9.1 The consideration will require full public consultation over a 28 day period and assembly of findings arising.
- 9.2 Initial discussions have taken place with the Herts Constabulary regarding their evidence of need and ability to resource the order once in place. Further discussion will be required as any application progresses and certainly following consultation.
- 9.3 As public consultation progresses, it will be vital to liaise further with ward members in the location to determine the extent of the zone and their assistance in contributing to the collation of local evidence will be invaluable.

10. RECOMMENDATIONS

- 10.1 That Committee note the evidence gathered to date
- 10.2 That Committee consider whether progressing with the implementation of a Designated Public Place Order for Windmill Hill, Hitchin (as defined on the attached map) is appropriate based on the evidence contained within this report and the consideration of displacement.

11. REASONS FOR RECOMMENDATIONS

- 11.1 The evidence included within this report show that there although there are significant levels of anti-social behaviour in this location, a Designated Public Place Order will not serve to reduce it.
- 11.2 The implementation of a zone would be time and resource intensive and would achieve little, if anything, in tackling the problems outlined above.

12. ALTERNATIVE OPTIONS CONSIDERED

- 12.1 Police intervention plans have been consistently applied over recent weeks and have led to a decrease in terms of the numbers of people gathering, number of incidents and offences. This will continue and NHDC Community Safety team will continue to work with the Police to help resolve these issues.

13. APPENDICES

Appendix A- Map of proposed Designated Public Place Order 'alcohol free zone'

14. CONTACT OFFICERS

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15. BACKGROUND PAPERS

15.1 None

**TITLE OF REPORT: NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP –
JOINT MEMBER PANEL DISCRETIONARY BUDGET FOR 2006-2007 AND 2007-
2008 – SCHEMES AND PROJECTS**

REPORT OF THE CHIEF ENGINEER

1. SUMMARY

- 1.1 For Members to note the information provided by the NHDC Chief Engineer and the Hertfordshire Highways – North Herts District Manager.
- 1.2 For Members to decide which schemes and projects (if any) the Hitchin Committee wish to provide matched funding.

2. FORWARD PLAN

- 2.1 This report does not contain a recommendation on a key decision contained within the Forward Plan.

3. BACKGROUND

- 3.1 Members should please refer to Appendices A and B for the Minutes from the meeting of the NHHP – JMP held on 26 June 2006 (minute refers) and the meeting of the Hitchin Committee held on 4 July 2006 (Minute refers).
- 3.2 Members should please refer to Appendix C for the schemes and projects provided by Members of the Hitchin Committee to the NHDC Chief Engineer and the Hertfordshire Highways – North Herts District Manager.

4. COST ESTIMATES AND COMMENTS

- 4.1 Members should please refer to the following engineering comments on each scheme and the cost estimates (where provided) for each scheme.

1. **Install a pedestrian phase at Walsworth Crossroad traffic lights.**
This has been investigated previously and various options tried, all of which failed because of traffic flows, available road widths (for central refuges) and junction geometry. Every option caused unacceptable traffic delays on the A505, Cambridge Road, particularly at times of peak flow. The last attempt to install a pedestrian phase was promoted by then County Councillor Fred Peacock (now sadly deceased) and got right to the stage of installing new signal heads and retiming the lights before having to be abandoned as unworkable. The traffic flows have increased since that time.

2. **Change junction at Willian Road – Purwell Lane, to make safer – regarding fast traffic down Willian Road approaching junction, and blind turn south off of Willian road into Purwell Lane.**
This junction has also has been investigated several times and the present layout was implemented many years ago as a result of the concerns presently expressed. There are extensive GPO cables under the grassed area which would be extremely expensive to change. Also the junction geometry makes it very difficult to obtain any safer sight lines and angles. The present layout, whilst not perfect, is the best that can be obtained at this site..
3. **Resurface Westmill Road.**
No estimate can be provided without information as to the section of road concerned.
4. **Resurface John Barker Place.**
As 3 above.
5. **Vehicle activated sign at the BP garage on the Hitchin to Stevenage side of the A602. Funding as per the Wymondley Road VAS.**
The police have commented that the speed of traffic at this point could not justify this, their observations do not indicate a speeding problem. Comments are, that there is sufficient traffic flow and congestion at this point to result in an average speed under 30mph.
6. **Wymondley Road VAS – update on progress to the installation as agreed at JMP.**
The post is already in position, the sign is programmed to be installed in August.
7. **The Maples and Stevenage Road junction. Extend the lines (double yellow?) towards the Three Moorhens – update please.**
This matter is under discussion with Councillor Clark who obtained the original funding for the investigation and consultation which produced a 50/50 split, for and against. The available budget has been expended on investigation and consultation and Councillor Clark has undertaken to investigate the possibility of further funding to continue the project. Decision awaited.
8. **A no right turn from Stevenage Road into Sunnyside (to stop rat road running).**
This suggestion has merit. There are enforcement issues however and the Police would need to be in favour as well as the residents on the estate.

Cost approximately £10,000.

5. FINANCIAL AND RISK IMPLICATIONS

5.1 None.

6. LEGAL IMPLICATIONS

6.1 None.

7. HUMAN RESOURCES AND EQUALITIES IMPLICATIONS

7.1 None.

8. RECOMMENDATIONS

8.1 For Members of Hitchin Area Committee to note the information provided.

8.2 For Members of the Hitchin Area Committee to decide which schemes and projects should be placed in the JMP Discretionary Budget for 2006-2007 and 2007-2008.

8.3 For Members of the Hitchin Area Committee to decide the amount of funding from the Area Committee Development Budget 2006 - 2007(if any) to be allocated to the schemes and projects identified at 8.2 above.

8.4 To advise the Hertfordshire Highways North Herts District Manager of the decision made at 8.3 above.

9. REASON FOR RECOMMENDATIONS

9.1 To provide financial support for the implementation of traffic management and road safety schemes in the Hitchin area.

10. APPENDICES

10.1 Appendix A – Extract from the Minutes for the meeting of the NHHP – JMP held on 26 June 2006.

10.2 Appendix B – Extract from the Minutes for the meeting of the Hitchin Committee held on 4 July 2006.

10.3 Appendix C - The schemes and projects provided by Members of the Hitchin Committee to the NHDC Chief Engineer and the Hertfordshire Highways – North Herts District Manager.

11. CONTACT OFFICER

11.1 Peter Marshall
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12. CONTRIBUTOR

- 12.1 Steve Greenhill
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NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP – JOINT MEMBER PANEL

Meeting held at the Council Offices, Gernon Road, Letchworth Garden City
at 7.30 p.m. on Monday, 26 June 2006

EXTRACT FROM MINUTES

13. JOINT MEMBER PANEL DISCRETIONARY BUDGET 2006 - 2007

The North Herts District Manager (DM) advised the JMP that this was a comprehensive and detailed report with the confirmation of an increase by £10,000 to £90,000 for disbursement in the year 2006-2007. The JMP noted that a cap of £30,000 had been set to cover design and consultation costs.

The DM reminded the JMP of the themes for 2007-2007 and described the projects approved for 2006-2007 in detail and with updates as necessary. With regard to the traffic calming measures proposed for Redhill Road, Hitchin near to Oughtonhead Primary School the DM was requested to provide an update on costs and revised design at the meeting to be held on 16 October 2006. With regard to works in Leys Avenue, Letchworth a Member queried the need for urgent attention to paving blocks due to their hazardous condition where the DM had confirmed that work had yet to commence because of the higher costs and complexity of works in Eastcheap.

The JMP noted the additional scheme at Peters Green and it was agreed that this kerbing scheme deserved further investigation and it was proposed that a cheaper option of bollards might be more appropriate and that the Southern Rural Area Committee should re-examine this scheme at its meeting to be held on 12 July 2006.

The JMP entered into a long debate on candidate schemes for 2006 – 2007 where proposals had been made at meetings of the JMP, and Area Committees had put forward additional schemes. It was clear from discussions that the protocol for the recommendation of schemes and projects had become 'tangled'. Consequently, for the benefit of new members to the JMP the DM provided a resume of the protocol and as per (5), (6) and (7) below it was agreed that this procedure should be followed.

In response to an enquiry concerning the provision of a pedestrian phase at the traffic light control at the junction of A505 and A507 the DM confirmed that this would be funded from monies set aside for Baldock Town Centre Enhancement via the financing of Baldock Bypass. The DM advised the JMP that the traffic lights controls at this junction were outdated and would have to be replaced completely.

The DM noted that at Cadwell Lane, Hitchin there was in fact a request for a set of traffic lights and a pedestrian crossing.

RESOLVED:

- (1) That the information provided on the 2006-2007 uncompleted schemes and works as presented at paragraph 3.1 to the report be noted;
- (2) That the information provided on the schemes and works for consideration in 2006-2007 as presented at paragraph 3.3 to the report be noted;
- (3) That the provision of £20,000 from the Discretionary Works Budget 2006-2007 to address verge areas subject to repeated damage be agreed;
- (4) That the five NHDC Area Committees be invited to make in total a matched contribution of £20,000 towards the costs of repair and maintenance to verges subject to repeated damage;

- (5) That during the July cycle of meetings the five NHDC Area Committees be requested to submit to the NHDC Chief Engineer schemes and projects with as much detail as possible for the preparation of preliminary cost estimates.
- (6) That upon receipt of the schemes and projects the NHDC Chief Engineer in liaison with the North Herts District Manager be requested to prepare cost estimates for each scheme or project and make the necessary arrangements to present these cost estimates to the August cycle of NHDC Area Committees
- (7) That upon receipt of the cost estimates each NHDC Area Committee reviews each item at its' August meeting and refers back to the next meeting of the Joint Member Panel to be held on 16 October 2006 with an indication as to whether (a) the scheme or project should be included in the 2006-2007 JMP Discretionary Budget and (b) the amount of financial contribution to be made by each NHDC Area Committee for each scheme or project.

REASON FOR DECISIONS:

To ensure that the Joint Member Panel are advised as soon as possible of schemes and projects to be included in the final list for 2006-2007.

NORTH HERTFORDSHIRE DISTRICT COUNCIL

HITCHIN COMMITTEE

4 July 2006 at 7.30p.m.

EXTRACT FROM MINUTES

29. NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP – JOINT MEMBER PANEL DISCRETIONARY BUDGET 2006 – 2007 and 2007 - 2008

The Chairman referred the Committee to Minute 57 (4) for the meeting of the NHHP – JMP held on 24 April 2006. Councillor David Billing advised that he had attended the meetings of the NHHPP-JMP on 24 April and 26 June 2006 and confirmed that the schemes and projects identified by the Hitchin Committee at its meeting held on 7 March (Minute 134 refers) had been reviewed by the North Herts District Manager and a copy of the report to the JMP on 26 June 2006 was distributed to Members prior to this meeting.

The Committee noted the comments made by Councillor Billing concerning the emphasis on using the protocol as described at Minute 13 (5), (6) and (7) for the meeting of the JMP held on 26 June 2006. The Chairman requested all present to pass details and description of projects and schemes to the Hitchin Committee Administrator as soon as possible.

RESOLVED:

- (1) That Members be requested to forward schemes and projects to the Hitchin Committee Administrator as soon as possible;
- (2) That the Hitchin Committee Administrator be requested to forward schemes and projects to the NHDC Chief Engineer and the North Herts District Manager of Hertfordshire Highways for initial cost estimates to be prepared and presented to the Hitchin Committee at its meeting to be held on 15 August 2006.

REASON FOR DECISIONS

To allow the Hitchin Committee make recommendations for schemes and projects to be financed from the Joint Member Panel Discretionary Budget in 2006-2007 and 2007-2008.

HITCHIN AREA COMMITTEE – 4 JULY 2006

PROJECTS AND SCHEMES FOR CONSIDERATION BY THE NHDC CHIEF ENGINEER AND THE NORTH HERTS DISTRICT MANAGER.

1. Install a pedestrian phase at Walsworth Crossroad traffic lights.
 2. Change junction at Willian Road – Purwell Lane, to make safer – regarding fast traffic down Willian Road approaching junction, and blind turn south off of willian road into Purwell Lane.
 3. Resurface Eestmill Road.
 4. Resurface John Barker Place.
- Items 4 and 5 belong to the priorities to be considered for spending the NHH 'highways extra' money and the IWP.
5. Vehicle activated sign at the BP garage on the Hitchin to Stevenage side of the A602. Funding as per the Wymondley Road VAS.
 6. Wymondley Road VAS – update on progress to the installation as agreed at JMP.
 7. The Maples and Stevenage Road junction. Extend the lines (double yellow?) towards the Three Moorhens – update please.
 8. A no right turn from Stevenage Road into Sunnyside (to stop rat road running).

Cllr David Billing made the additional comments.

Ref to Paragraph 3.3 (b) to the NHHP JMP 26/6/06.

1. Change the proposal to a vehicle activated sign near Our Lady's Primary School, Old Hale Way.
2. No longer needed, as rota vehicle activated sign is to be made permanent in Bedford Road (See para 3.1 (i) of paper.
3. St. Michael's road VAS.
4. No longer needed, as covered by funds from govt – see para 3.3 (a) (iii)

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

ITEM:	REF NO:	LOCATION:DESCRIPTION	CONTACT OFFICER:	PAGE:
1.	06/00964/ 1HH	7 Whitehurst Avenue, Hitchin, SG5 1SR Two storey side extension.	Joanne Cousins 01462 474418	20
2.	06/00910/ 1	21 Verulam Road, Hitchin, SG5 1QE Two storey rear extension to facilitate conversion from 2 to 3 self contained two-bedroom flats.	Tom Rea 01462 474565	24
3.	06/01064/ 1HH	14 Manton Road, Hitchin, SG4 9NW Single storey front extension.	Victoria Woodbridge 01462 474543	29
4.	06/00661/ 1HH	43 Millard Way, Hitchin, SG4 0QF Part single, part two storey side extension. Single storey front extension.	Victoria Woodbridge 01462 474543	33

ITEM NO: 1	<u>Location:</u>	7 Whitehurst Avenue, Hitchin, SG5 1SR
	<u>Applicant:</u>	Mr & Mrs P Gallimore
	<u>Proposal:</u>	Two storey side extension
	<u>Ref.No:</u>	06/00964/ 1HH
	<u>Officer:</u>	Joanne Cousins 01462 474418

Date of expiry of statutory period : 04 August 2006

Reason for Delay

Committee cycle.

Reason for Referral to Committee

The applicant is an employee of the Council.

1.0 Relevant History

- 1.1 Permission granted in August 2003 for a single storey front extension and rear conservatory.

2.0 Policies

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

Policy 28 - House Extensions

3.0 Representations

- 3.1 The occupiers of 9 Whitehurst Avenue have written in support of the application confirming that they have no objections to the proposed extension.

4.0 Planning Considerations

4.1 Site & Surroundings

- 4.1.1 7 Whitehurst Avenue is the left-hand property of a pair of semi-detached dwellings (Nos. 7 & 9) on the west side of the road, some 80 metres from its junction with Bearton Road. This pair is typical of the properties on both sides of the road, all being set back approximately 8 metres from the pavement.

4.2 **Proposal**

- 4.2.1 The application seeks planning permission for a side extension to the dwelling comprising a two storey addition set in by 1 metre from the boundary with 5 Whitehurst Avenue and a single storey extension up to that boundary. The two storey element would be 2.5 metres wide by 5.3 metres deep following the roof line of a recessed 'wing' to the existing building. The single storey portion would be one metre wider and of the same depth with a pitched roof to blend with the parent building. The extensions would form a third bedroom on the first floor with a family room below. The addition would be completed using painted render, painted brick work and roof tiles to match the existing structure. Externally the scheme results in the loss of a garage parking space, with the retention of two off-street parking spaces.

4.3 **Key Issues**

- 4.3.1 The main issues associated with the application relate to the impact of the extensions upon the street scene and the amenities of neighbouring occupiers. .
- 4.3.2 With regard to the impact of the extension on the streetscene and the provisions of Policy 28 of the District Local Plan requiring extensions at first floor level to be set in a minimum of one metre from the side boundary, this would be satisfactorily met by the proposed design.
- 4.3.3 The proposed work would have no effect upon the adjoining half of this pair of semi-detached dwellings (No. 9), whilst the neighbouring semi-detached property to the left (No.5) has itself been extended at the side by a two storey extension located one metre from the side boundary. Within this side wall is a small secondary window serving the kitchen/dining area at ground level and no windows at first floor level. In my opinion the proposed extension would cause no material harm to the amenities of this neighbouring property. The design, materials, scale and form of development are all compatible with both the existing dwelling and others in the road

4.4 **Conclusion**

- 4.4.1 I conclude that the proposed development would have an acceptable design that would not harm the character or appearance of the existing dwelling and it would not prejudice the amenities enjoyed by occupiers of neighbouring residential properties. The proposal therefore complies with Policy 28 of the North Hertfordshire District Local Plan No. 2 - with Alterations.

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 tiles 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 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.

Reason for Decision

The extension, hereby permitted, would have no adverse effect on the amenities of the neighbouring residential properties or the visual amenity of the locality 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 28- House Extensions

ITEM NO: 2	<u>Location:</u>	21 Verulam Road, Hitchin, SG5 1QE
	<u>Applicant:</u>	Mr P Limburn
	<u>Proposal:</u>	Two storey rear extension to facilitate conversion from 2 to 3 self contained two-bedroom flats
	<u>Ref.No:</u>	06/00910/ 1
	<u>Officer:</u>	Tom Rea 01462 474565

Date of expiry of statutory period : 25 July 2006

Reason for Delay

Member call-in to Committee for decision.

Reason for Referral to Committee

Called in by Councillor Judi Billing on the grounds that she may reach a contrary view to the officer recommendation of approval upon the application.

1.0 Relevant History

- 1.1 The property was converted into two flats in January 1948.
- 1.2 Application ref: 06/00241/1 for a two storey rear extension to facilitate conversion from 2 to 3 self contained two-bedroom flats, provision of three parking spaces and associated hardstanding and driveway, refused under delegated powers on the 12th May this year for the following reasons:

1. The proposal represents an overdevelopment of the application site by the introduction of a third dwelling giving rise to a greater level of activity at and around the site and the demand for increased parking provision to serve the units, the consequence of which would be to the detriment of residential amenities presently enjoyed by the occupiers of the adjoining properties contrary to Policy 57 of the North Hertfordshire District Local Plan No 2 with Alterations.

2. The siting of the proposed car parking and turning area at the rear of No. 21 Verulam Road would result in a very urban form of development out of keeping with the immediate well landscaped and spacious garden environment. As such, the development would fail to relate to the character of the surroundings contrary to Policy 57 of the North Hertfordshire District Local Plan No. 2 with Alterations.

2.0 Policies

- 2.1 **Hertfordshire County Structure Plan 1991 - 2011**
Policy 1: Sustainable Development
- 2.2 **North Hertfordshire District Local Plan No. 2 with Alterations**
Policy 27: Hostels, Multi-occupied buildings and dwelling conversions to flats
Policy 55: Car Parking Standards (and Supplementary Planning Document)
Policy 57: Residential Guidelines and Standards

3.0 Representations

- 3.1 **Hertfordshire Highways:** No objection subject to recommended highway conditions.
- 3.2 **Site Notice/Adjoining occupiers:** Letters received from the occupiers of **18 and 20 Verulam Road** and e-mail from No. **22** raising the following concerns:
1. Loss of light and privacy
 2. Revised scheme is not an improvement on the original scheme
 3. Alterations should be carried out with care to blend with the style and period of the neighbourhood

4.0 Planning Considerations

4.1 Site & Surroundings

- 4.1.1 No. 21 is the left hand half of a pair of semi-detached houses (Nos 21 & 22) with a long back garden located on the east side of Verulam Road. The building was converted into two flats in 1948. A driveway exists to the side of the property.

4.2 Proposal

- 4.2.1 The proposed two storey rear extension would be built across virtually the full width of the property and to within 0.25m from the side boundary with No. 22. It would project 3.3m from the rearmost wall at lower ground level and 2.5m at ground level.
- 4.2.2 At present the property provides 2 two bedroom flats, one at lower ground/ground level and the other at first/roof levels.
- 4.2.3 The extension would provide a bedroom and bathroom at lower ground and ground levels, allowing the property to be converted to a 2 bedroom flat on the lower ground floor and a one bedroom flat on the ground floor whilst retaining the 2 bedroom flat at first floor/roof levels as existing.

4.3 Key Issues

- 4.3.1 I consider that the principle of creating a further flat to this property is acceptable as the property is already sub-divided and several of the properties in the area are also subdivided into flats. No. 20 Verulam Road adjacent to the application property was until recently a property in multiple occupation.
- 4.3.2 With regard to the proposed rear extension I consider that the depth (3.3m at ground floor and 2.5m at first floor) is not excessive and being to the north of No. 22 would not result in an undue loss of light or have an overbearing impact on that property. In terms of the relationship with No. 20 Verulam Road the extension is the driveway width of some 3m away from the side boundary of No. 20 and a further 1m away from the flank wall of that property. The proposed extension would project approximately 1m beyond the rear elevation of No. 20. The windows on the flank elevation to No. 20 are to corridors at ground and first floor level and secondary windows to other rooms which have their main windows facing to the front and rear of the property. In these circumstances and given the distance of the extension from No. 20 and the limited rear projection I consider that there would be no significant impact on the amenities of No. 20 arising from the proposed extension. In terms of privacy the two bathroom windows proposed on the side elevation of the extension facing towards No. 20 Verulam Road could be obscure glazed if planning permission is granted.

- 4.3.3 The previously proposed extension of the access drive and the creation of a rear parking area has been deleted from this application. I consider that the removal of the parking area in the garden at the rear would overcome the second reason for refusal of the previous application as set out above. The first reason for refusal is also overcome with the less intensive nature of the proposals by reason of the deletion of the rear parking area and the provision of an additional one bedroom flat rather than a two bedroom as previously proposed.
- 4.3.4 With regard to parking, two spaces are proposed in the driveway at the side of the property. The supplementary planning document (Vehicle Parking Provision at New Development) requires 4.25 spaces for 2 two bedroom flats and 1 one bedroom flat which would be created as a result of this development. I consider, however, that the amount of parking is acceptable given the accessible location close to the town centre and station and the availability of some on street parking in Verulam Road. In addition Woodside Car Park in Walsworth Road is only two minutes walk away and could be used by visitors. Furthermore there is no objection raised to the development by the Highway Authority and for the above reasons I do not consider that an objection on parking grounds could be sustained.
- 4.3.5 The use of the existing access is considered acceptable by the Highway Authority subject to conditions.
- 4.3.6 The rear garden of the property provides approximately 240 sqm of amenity space which comfortably meets the standards set out in Policy 57 of the local plan.

4.4 **Conclusion**

- 4.4.1 The proposed development has satisfactorily overcome the previous reasons for refusal in that the rear parking has been removed, the rear extension has been reduced at first floor level and one of the flats is changed to a one bedroom flat. Bearing in mind the property currently comprises 2, two bedroom flats I consider that the addition of a one bedroom flat would result in only a minor intensification of use of the premises in a sustainable location without detriment to the amenities of the locality.

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. The proposed new windows on the side elevation of the extension hereby permitted facing towards No. 20 Verulam Road shall be glazed with obscure glass and permanently maintained as such unless agreed in writing by the Local Planning Authority.

Reason: In the interests of privacy and amenity.

5. All parking, delivery and storage areas associated with the construction of this development must be provided 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 during construction

6. Any gates provided shall be set back a minimum of 5m from the edge of the carriageway or back of the footway and shall open inwards into the site.

Reason: So that a vehicle may wait clear of the carriageway or footway while the gates are opened.

Reason for Decision

The conversion works hereby approved would not be detrimental to residential amenity or highway safety and consequently comply with the provisions of the following development plan policies:

Hertfordshire County Structure Plan 1991 - 2011

Policy 1: Sustainable Development

North Hertfordshire District Local Plan No. 2 with Alterations

Policy 27: Hostels, Multi-occupied buildings and dwelling conversions to flats

Policy 55: Car Parking Standards (and Supplementary Planning Document)

Policy 57: Residential Guidelines and Standards

ITEM NO: 3	<u>Location:</u>	14 Manton Road, Hitchin, SG4 9NW
	<u>Applicant:</u>	Mr & Mrs John Fisher
	<u>Proposal:</u>	Single storey front extension
	<u>Ref.No:</u>	06/01064/ 1HH
	<u>Officer:</u>	Victoria Woodbridge 01462 474543

Date of expiry of statutory period : 06 September 2006

Reason for Referral to Committee -

The applicant is an employee of the Council.

1.0 Relevant History

None

2.0 Policies

North Hertfordshire District Local Plan No 2 with Alterations
Policy 28 - House Extensions

3.0 Representations

Local Residents - Letter of support received from occupier of 12 Manton Road

4.0 Planning Considerations

4.1 Site & Surroundings

4.1.1 The property is the left hand half of a pair of semi-detached dwellings on the south east side of Manton Road. The entrance to the dwelling is situated on the side elevation.

4.1.2 The pair of properties are on lower ground than 8 & 10 which are a slightly different design and materials.

4.2 Proposal

4.2.1 The proposal is for a single storey front extension which would project approx 2.3m from the existing front elevation and span the width of the dwelling.

4.2.2 The extension would adjoin a similar extension already permitted at 12 Manton Road in June 2006.

4.3 Key Issues

4.3.1 The key issues in the consideration of this proposal are the impact of the proposed extension on the street scene and the impact on the neighbouring properties.

- 4.3.2 Number 12 has been granted permission for an almost identical front extension which would also project 2.3m. The proposal would adjoin this extension to form a single projection across the front of both dwellings. Consequently the proposed extension would have no material impact on the residential amenities of number 12, following the completion of their extension.
- 4.3.3 Although number 16 is on slightly lower ground the extension would be approx 7m from the actual dwelling and so, in my opinion, the proposed extension would have no adverse impact on the residential amenities of this property.
- 4.3.4 The design would adopt a pitch roof with matching materials and would thus satisfactorily relate to the existing dwelling in terms of form, proportion and details. Consequently, in terms of impact on the street scene and general visual amenity of the locality I do not consider the proposed extension would cause any material harm. However, I would recommend a condition be placed on any permission granted requiring the submission of details of the materials to be used to ensure they match the existing dwelling.

4.4 **Conclusion**

- 4.4.1 I do not consider there to be any material planning objections to the proposed extension as it complies with the Policy 28 guidelines of the North Hertfordshire District Local Plan No 2 with Alterations.

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.

Reason for Decision

The extension, hereby permitted, would have no adverse effect on the amenities of the neighbouring residential properties or the visual amenity of the locality 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 28- House Extensions

ITEM NO: 4	<u>Location:</u>	43 Millard Way, Hitchin, SG4 0QF
	<u>Applicant:</u>	Mr and Mrs A Buckley
	<u>Proposal:</u>	Part single, part two storey side extension. Single storey front extension
	<u>Ref.No:</u>	06/00661/ 1HH
	<u>Officer:</u>	Victoria Woodbridge 01462 474543

Date of expiry of statutory period : 23 June 2006

Reason for Delay

Member call-in to committee for a decision

Reason for Referral to Committee

Called in by Councillor Derek Sheard in the 'wider public interest'.

1.0 Relevant History :

None

2.0 Policies

2.1 Hertfordshire Structure Plan Review 1991-2011

Policy 25 – Car Parking and Supplementary Planning Guidance: Parking Provisions at New Development.

2.2 North Hertfordshire District Local Plan No 2 with Alterations

Policy 28 - House Extensions

Policy 55 - Parking Standards plus Supplementary Planning Document: Vehicle Parking Provision at New Development

3.0 Representations

3.1 Local Residents - letter of objection received from occupier of **45 Millard Way** concerned about the following points:-

- 4. loss of light to partially glazed kitchen door to side elevation
- 5. security should garage wall, which is at present along the boundary, not be retained.
- 6. the distance the front extension projects beyond the building line.

Letter of objection from **24 Grovelands Avenue** concerned about loss of privacy through introduction of additional first floor window.

4.0 Planning Considerations

4.1 Site & Surroundings

- 4.1.1 The property is a detached 1970s dwelling similar in design to other properties in this area of Millard Way. It is located on the north west side of the road close to its

junction with Grovelands Avenue.

- 4.1.2 The property presently has a detached single garage to the right of the house, adjoining the boundary with no. 45.

4.2 **Proposal**

- 4.2.1 The extension would follow the demolition of the existing garage, The ground floor would run the length of the existing dwelling (approx 8.5m) and would project 1.1m beyond the main front wall.
- 4.2.2 The first floor side element would align with the front wall and project 6.7m back. The extension would be approx 2.7 metres wide and leave a one metre gap next to the boundary of no. 45.

4.3 **Key Issues**

- 4.3.1 The main issues in relation to the consideration of this application concerns its impact on the residential amenities of the neighbouring properties and the street scene.
- 4.3.2 The proposed side extension would be on the north west elevation and so would have no adverse impact on the residential amenities of no. 41 (see attached location plan).
- 4.3.3 No 45 has a partially glazed side door on the ground floor which serves a kitchen. Although the proposed extension would be closer to this door than the existing dwelling, the distance of 1 metre from the boundary combined with the fact that the kitchen is also served by a large rear window which faces south west would mean there would not be a material loss of sunlight / daylight to number 45. In this instance I do not consider it appropriate to carry out a sunlight / daylight test to assess the levels of light received by the partially glazed door because this would not accurately assess the levels of sunlight / daylight within the room due to the large rear window which would remain unaffected.
- 4.3.4 The occupiers of 45 Millard Way are concerned about security following the loss of the garage on their boundary. In order to overcome this concern I would recommend that should permission be granted a condition be attached requiring the installation of a 1.8 fence along the boundary in place of the existing garage. This would maintain the security and privacy of both properties.
- 4.3.5 24 Grovelands Avenue is situated on the opposite side of the road from the application property and therefore I do not consider there would be a material loss of privacy to this property as a result of this proposal.
- 4.3.6 Other properties in Millard Way have been extended to varying degrees. In addition there are a variety of house designs and styles along the road. No. 41 Millard Way has been granted permission for a similar side extension as proposed by this application. I consider that the proposed extension is in keeping with the existing dwelling in terms of style, form and details. As such I do not consider that the proposed extension would have an adverse impact on the visual amenity of the locality or the street scene.
- 4.3.7 In terms of parking, although an additional bedroom is being provided, a garage and driveway space would be retained which I consider adequate for this location.

4.4 **Conclusion**

- 4.4.1 Overall I do not consider there to be any material planning objections to this proposal as I consider it complies with policy guidelines and would have no material impact on the neighbouring properties, the street scene or the highway conditions in the locality.

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. Within 6 months of the demolition of the existing garage as hereby permitted a 1.8m high fence shall be erected along the boundary between the application site and no. 45 Millard Way in place of the garage. This fence shall not extend beyond the main front elevation of the application property.

Reason: To safeguard the residential amenities of no. 45.

Reason for Decision

The extension, 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 28- House Extensions

NHDC Supplementary Planning Document: Vehicle Parking Provision at New Development

Hertfordshire Structure Plan Review 1991-2011

Policy 25 – Car Parking and Supplementary Planning Guidance: Parking Provisions at New Development.

TITLE OF REPORT: PLANNING APPEALS

REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL

This item will be in the format of an oral presentation by the Principal Planning Officer.

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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 **Westmill/Groundwork Youth Project** - the project has successfully recruited a youth worker and when their starting date is confirmed a steering group meeting will be held. Meanwhile the groundwork team have been meeting with the various project partners.
- 3.2 **Hardy Close Residents** - meetings have been taking place with residents of Hardy Close. They have agreed to form a Residents Association and have nominated a Chair, Secretary and Treasurer. Their first Residents Association meeting will take place on Thursday 21st September.
- 3.3 **Butts Close Management Plan** - Countryside Management Service have been working on ideas to enhance the pond area and plant shrubs and trees to encourage wildlife. It is hoped that a draft plan will be completed very shortly, which can be used for discussion with various partners.
- 3.4 **ROTW 2006** - a successful event with more compliments than complaints. There were a few issues which will be discussed as part of the debrief. A more comprehensive review of the event will be presented to the Committee in the Autumn.
- 3.5 **Town Talk** - issues from the Town Talk on 4th July have been logged on the 3 C's database and will be monitored.
- 3.6 **Friends of Walsworth Common** - this group have now completed two 'clean up days' in June and July on Walsworth Common. The Ward Councillors have supplied from their members discretionary budget three sizes of litter pickers which have been well received and used successfully.
- 3.7 **West Hill Residents** - a meeting has taken place with residents of West Hill. It was agreed that they would form a Residents Association and further meetings will be

held to establish this.

- 3.8 **Hitchin Market** - articles will be published in Trader news publications. There are also plans to advertise in Luton News and Welwyn and Hatfield Times. Discussions are taking place with the press department to place articles about the market in the local press.

A Market Manager has been appointed and will be in post on the 11th of August.

- 3.9 **Wheeled Sports Facilities** - the base for the facilities is now in place on both sites. It is hoped that the equipment will arrive on site in the next few weeks.

- 3.10 **Hitchin Shopmobility** - the Annual General meeting of Hitchin Shopmobility took place in July. It was agreed that no grant funding is required for 2006/2007 but that there would be the need for a grant in 2007/2008.

4. RECOMMENDATIONS

- 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. CONTACT OFFICER

- 6.1. Margaret Bracey, Community Development Officer. Ext: 4830.
Email. Margaret.bracey@north-herts.gov.uk.

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TITLE OF REPORT: HITCHIN VISIONING CAPITAL PROJECTS

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

1. SUMMARY

1.1 To advise the Committee of the progress of Capital Visioning projects.

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. PROJECTS

3.1 The Committee identified four projects that could be funded from the Hitchin Visioning Capital allocation. In order of priority they are:

(1) Enhancement of youth facilities at Bancroft Gardens to include refurbishment of Bancroft Hall.

(2) To provide an access ramp to and enhancement of retaining wall on Windmill Hill.

(3) Rising bollards at the junction of High Street, Brand Street and Bancroft.

(4) Remedial works to the fountain adjacent to St Mary's Church

3.2 The remedial works to the fountain adjacent to St Mary's Church is a project being actively pursued by Hitchin Town Centre Initiative and the Rotary Clubs. The Rotary Clubs installed the fountain originally and are looking to replace it this year.

3.3 Bancroft Hall - indicative costings of work required to bring the hall to a 'fit for use' condition is £67,500.00

3.4 Windmill Hill - indicative estimates for an access ramp is £40,000.00. There is also an indicative estimate for remedial repairs to the wall at the front of Windmill Hill for £2,850.00

To demolish existing wall and construct a new wall with hopped rings on top has been estimated at £125,000.00.

If the Committee choose to agree to the construction of a new wall an innovative design could be sought to incorporate access. Additional funding could be sought for this to be achieved.

- 3.5 Rising Bollards - estimates are being obtained for rising bollards or some other form of barrier.

4. LEGAL IMPLICATIONS

- 4.1 No legal implications have been identified.

5. FINANCIAL AND RISK IMPLICATIONS

- 5.1 None

6. HUMAN RESOURCE AND EQUALITIES IMPLICATIONS

- 6.1 None

7. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 7.1 Consultation has been undertaken with Hitchin Visioning, Hitchin Area Committee and Senior Officers.

8. RECOMMENDATIONS

- 8.1 That the Committee note the position regarding the fountain adjacent to St Mary's Church.
- 8.2 That the Committee allocate £67,500.00 from the Visioning Capital money towards enhancement of Bancroft Hall.
- 8.3 That the Committee advise officers of their preference with regard to Windmill Hill.

9. REASONS FOR RECOMMENDATIONS

- 9.1 To meet the Council's strategic objectives and implementation of the Area Visioning action plans.

10. CONTACT OFFICERS

- 10.1 Margaret Bracey, Community Development Officer, margaret.bracey@north-herts.gov.uk x4830

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.

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 Attached as 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 will be 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.

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

10. CONTACT OFFICERS

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

HITCHIN AREA COMMITTEE BUDGET 2006/2007

SUMMARY/ TOTALS	Funding	Allocated	Spent	Outstanding	Unallocated Budget					
Visioning	£149,220	£34,980	£20,217	£14,763	£114,240	Includes £112,600 Capital money				
Central Area Grants	£36,930	£37,249	£25,782	£11,467	-£319					
Discretionary - Bearton Ward	£13,950	£12,450	£350	£12,100	£1,500					
Discretionary - Highbury Ward	£26,360	£24,860	£5,631	£19,229	£1,500					
Discretionary - Oughton Ward	£6,940	£5,940	£350	£5,590	£1,000					
Discretionary - Priory Ward	£3,700	£2,700	£500	£2,200	£1,000					
Discretionary - Walsworth Ward	£6,460	£5,200	£5,024	£176	£1,260					
Total	£243,560	£123,379	£57,854	£65,525	£120,181					

VISIONING	Funding	Year Allocated	Project	Allocated	Date	Spent	Outstanding	Unallocated Budget	Comments
Pre allocated Funds Brought Forward from 2005/06	£21,930	2003/2004	Bring Bank (Woodside Screening)	£1,670	21.10.03	£0	£1,670		Completed - underspend can be reallocated
		2004/2005	Town Centre Strategy	£1,500	21.10.03	£927	£573		Ongoing
		2004/2005	Visioning Presentations	£500	02.11.04	£494	£7		Ongoing
		2004/2005	Enhancement of Triangle Area	£3,130	02.11.04	£0	£3,130		Ongoing
		2004/2005	Enhancement of Triangle Area (funded from Area Committee)	£1,870	02.11.04	£0	£1,870		Ongoing
		2005/2006	Churchgate Project	£4,000	24.05.05	£2,635	£1,365		Completed - underspend can be reallocated
		2005/2006	BMX Dirt Bike Track	£2,500	01.03.05	£1,792	£708		Ongoing
		2005/2006	Tree Planting - Butts Close	£1,500	08.11.05	£0	£1,500		Awaiting decision
		2005/2006	Community Centre Leaflet	£700	08.11.05	£0	£700		Awaiting settlement
		2005/2006	Cabbies Hut Market Place	£1,300	24.01.06	£1,320	£-20		Completed
		2005/06	East of England Dev Agency	£3,260	24.03.06	£0	£3,260		Awaiting settlement
Visioning Community Projects 05/06 C/F	£14,690	2006/07	Hitchin Town Centre Initiative - Hanging Baskets	£11,750	18.04.06	£11,750	£0		Completed
		2006/07	Hanging Baskets - Market Place, Hitchin	£1,300	18.04.06	£1,300	£0		Completed
Capital Visioning	£112,600								
Total	£149,220			£34,980		£20,217	£14,763	£114,240	

DEVELOPMENT BUDGETS

<u>Central Area Grants</u>	<u>Funding</u>		<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Base Budget 06/07	£36,930		Vaisakhi Festival	£1,000	07.03.06	£1,400	-£400		
			Rhythms of the World Festival	£10,000	18.04.06	£9,000	£1,000		
			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	£0	£1,000		
			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	£5,133	-£133		
			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	£0	£10,000		
Total	£36,930			£37,249		£25,782	£11,467	-£319	

<u>Bearton</u>	<u>Funding</u>		<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Pre allocated Funds Brought Forward from 2005/06	£12,450		Traffic and Parking Schemes	£4,830	25.03.03	£0	£4,830		Ongoing
			Local Environment Issues	£4,830	25.03.03	£0	£4,830		Ongoing
			Dogbin Brampton Park	£350	31.03.04 & 08.11.05	£350	£0		Completed
			Local Environment & Parking	£2,440	31.03.04	£0	£2,440		Ongoing
Member Discretionary Budget 2006/07	£1,500								
Total	£13,950			£12,450		£350	£12,100	£1,500	

<u>Highbury</u>	<u>Funding</u>		<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Pre allocated Funds Brought Forward from 2005/06	£24,860		Leisure Projects	£7,580	25.03.03	£727	£6,853		Ongoing
			Parking Projects	£5,500	25.03.03	£554	£4,946		Ongoing
			The Maples/Stevenage Road	£2,000	21.10.03	£0	£2,000		Ongoing
			Traffic Calming Proposals, Avenue/Chiltern Road	£5,000	01.03.01	£0	£5,000		Ongoing
			Brookview Play Area	£3,430	31.03.04	£3,000	£430		Completed - underspend can be reallocated
			The Dell - Tree Felling and Rubbish Removal	£1,200	16.08.05	£1,200	£0		Completed
			Replace Tree in Woodside Carpark	£150	24.01.05	£150	£0		Completed
Member Discretionary Budget 2006/07	£1,500								
Total	£26,360			£24,860		£5,631	£19,229	£1,500	

<u>Oughton</u>	<u>Funding</u>		<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Pre allocated Funds Brought Forward from 2005/06	£5,940		Road Safety and Traffic Calming	£2,590	25.03.03	£0	£2,590		Ongoing
			Traffic Calming Moss Way/Redhill Rd	£3,000		£0	£3,000		Ongoing
			Dog Bin - Lucas Lane	£350	04/05 & 08-11-05	£350	£0		Completed
Member Discretionary Budgets 2006/07	£1,000								
Total	£6,940			£5,940		£350	£5,590	£1,000	

<u>Priory</u>	<u>Funding</u>		<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Pre allocated Funds Brought Forward from 2005/06	£2,700		Town Centre Manager	£1,500	31.03.04	£0	£1,500		Ongoing
			Rise Bollards in Town Centre	£700	31.03.04	£0	£700		Ongoing
			Replace Trees in Various Locations	£500	24.01.05	£500	£0		Completed
Member Discretionary Budget 2006/07	£1,000								
Total	£3,700			£2,700		£500	£2,200	£1,000	

<u>Walsworth</u>	<u>Funding</u>		<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Pre allocated Funds Brought Forward from 2005/06	£4,583		Tarmacing Walsworth Common	£4,233		£4,233	£0		Amount originally allocated was £4610, underspend of £377 allocated to Walsworth Festival
			Dog Bin for Purwell Meadows - Chaucer Way Exit	£350	14.02.06	£350	£0		Completed
Member Discretionary Budget 2006/07 plus £377 reallocated from Tarmacing Walsworth Common	£1,500		Walsworth Festival	£377	31.05.06	£265	£112		Ongoing
	£377		Walsworth Common Litter Pickers	£240	27.06.06	£176	£64		
Total	£6,460			£5,200		£5,024	£176	£1,260	

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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