

19 September 2006

Our Ref. Hitchin 9.06
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

**BENSLOW MUSIC TRUST
BENSLOW LANE, HITCHIN**

on

THURSDAY, 28 SEPTEMBER 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 15 August 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. A presentation by representatives of Hitchin Allotments Association. Public participation requests received within the agreed time will be notified to Members as soon as practicable.	
6. NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP – JOINT MEMBER PANEL DISCRETIONARY BUDGET FOR 2006 – 2007 AND 2007-2008 <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> <i>This document is under preparation and will be published as soon as possible.</i>	1

ITEM	PAGE
<p>7. THE USE OF A BYELAW TO CONTROL VERGE PARKING IN HITCHIN REPORT OF THE HEAD OF HOUSING AND ENVIRONMENTAL HEALTH <i>To provide the Hitchin Committee with an update on the possible use of a byelaw to control verge parking in the Hitchin area.</i></p>	3
<p>8. PLANNING APPLICATIONS REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL</p>	9
<p>1. Land at 43 Millard Way, Hitchin, SG4 0QF</p>	10
<p>2. Land at 21 Verulum Road, Hitchin, SG5 1QE</p>	17
<p>3. Land at 44 Brampton Park Road, Hitchin, SG5 1XF</p>	24
<p>4. Former Tyre and Exhaust Centre, 18-20 Stevenage Road, Hitchin, SG4 9DL</p>	28
<p>9. PLANNING APPEALS REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL This presentation will be in an oral format.</p>	43
<p>10. CHAMPION NEWS 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 4 July 2006.</i></p>	45
<p>11. ANNUAL GRANTS, DEVELOPMENT, DISCRETIONARY AND VISIONING BUDGETS 2006 – 2007 REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES <i>To advise the Hitchin Committee of the current expenditure and balances within the delegated budgets.</i></p>	49
<p>12. HITCHIN TOWN CENTRE MANAGER This presentation will be in an oral format.</p>	59

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

- A. HITCHIN COMMUNITY SURGERY – 5 AUGUST AND 2 SEPTEMBER 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:

2006

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

28 September 2006

PART 1 – PUBLIC DOCUMENT

AGENDA ITEM No.

5

To advise Members of the Hitchin Committee that there will be a presentation by representatives of the Hitchin Allotments Association.

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HITCHIN AREA COMMITTEE

28 September 2006

PART 1 – PUBLIC DOCUMENT

AGENDA ITEM No.

6

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

The information requested by the Hitchin Committee at its meeting held on 15 August 2006 (Minute 38 refers) has yet to be completed and will be published as soon as possible.

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TITLE OF REPORT: THE USE OF A BYELAW TO CONTROL VERGE PARKING IN HITCHIN

REPORT OF THE HEAD OF HOUSING AND ENVIRONMENTAL HEALTH

1. SUMMARY

- 1.1 To provide Members with an update on the possible use of a byelaw to control verge parking in the Hitchin area.
- 1.2 To advise Members of possible alternative mechanisms for controlling the inappropriate parking of vehicles on verges and paths across the District.

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 The Licensing and Enforcement Manager, Mrs Silverio, attended a meeting of Town Talk in March of this year following a request from a member of the public concerning verge parking and its impact on safety. At this meeting Mrs Silverio endeavoured to clarify the regulatory position as regards the enforcement of a byelaw restricting verge parking in Hitchin.
- 3.2 Regrettably, it appears that the legal advice on which Mrs Silverio based her comments may have been inaccurate in a number of regards. An updated legal opinion has been obtained and is summarised below.

4. ISSUES

- 4.1 Currently, there is no legislation that specifically prohibits the parking of cars and light vans on footpaths or grass verges; however, the Road Traffic Act 1988 does contain a provision concerning the inappropriate parking of heavy commercial vehicles on verges and footpaths – this is enforceable only by Hertfordshire Constabulary.
- 4.2 Issues relating to the operation of highways, such as verge and footpath parking, are generally a matter for either the Highway Authority (i.e. Hertfordshire County Council) or Hertfordshire Constabulary.

- 4.3 Hertfordshire County Council has adopted a byelaw made under the Local Government Act 1972 to control verge parking. This byelaw relates *only* to Letchworth Garden City and is enforceable by Hertfordshire County Council by way of criminal proceedings in a Magistrates' Court where a maximum fine of £500 may be imposed. The byelaw may only be used when a council officer *witnesses* someone driving onto a verge and then parking; unfortunately, it does not cover driving over pavements or footpaths, or cars parked on the grass without a driver present.
- 4.4 The enforcement of the above byelaw is primarily a matter for Hertfordshire County Council although the Local Government Act 1972 does provide for North Hertfordshire District Council to take prosecutory action directly if it so wishes. Enforcement Officers from the Housing and Environmental Health Service write to the registered keepers of vehicles parked on grass verges within Letchworth Garden City to remind them of the existence of the byelaw; a North Hertfordshire District Council sponsored prosecution based on this byelaw has not happened for a number of years. Similarly, Hertfordshire County Council has not based a prosecution on this byelaw for some time.
- 4.5 Legal Services have advised from guidance given by the Secretary of State that byelaws to control verge parking are unlikely to be allowed since Traffic Regulation Orders (TROs), made under the Road Traffic Act 1988, are now the primary legislative tool to deal with parking problems.
- 4.6 Beyond the use of Traffic Regulation Orders there are a number of steps that can be taken to reduce the incidence of verge parking and its attendant problems. These include increasing off-road parking provision, environmental improvements that dissuade drivers from parking on verges and footpaths, targeted educational programmes, and the possible use TROs in specific areas.
- 4.7 An officer working group comprising of the Head of Leisure and Environmental Services, the Head of Housing and Environmental Health, the Chief Engineer, and the Service Manager for Grounds Maintenance are reviewing the nature and incidence of the verge parking problem across the District with the view to identify appropriate control measures.

5 LEGAL IMPLICATIONS

- 5.1 None other than indicated above.

6 FINANCIAL, RISK AND HUMAN RESOURCE IMPLICATIONS

- 6.1 None at this stage.

7 HUMAN RESOURCE AND EQUALITIES IMPLICATIONS

- 7.1 None at this stage.

8. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS (if appropriate)

- 8.1 There has been no consultation with external organisations regarding this report.
- 8.2 The relevant Portfolio Holders, Cllr. Wren and Cllr. L. Needham, have been briefed on the issue of verge parking with regard to Hitchin and the District.

9. RECOMMENDATIONS

- 9.1 That the Council does not pursue a new byelaw to control verge parking in the Hitchin area.
- 9.2 That the work of the officer working group be noted.

10. REASONS FOR RECOMMENDATIONS

- 10.1 Given that the Secretary of State is unlikely to ratify a new byelaw relating to the prohibition of verge and pavement parking it would be inappropriate to pursue this option.
- 10.2 In any event, a new byelaw based on the one currently covering Letchworth Garden City would have a number of disadvantages compared to the possible use of a Traffic Regulation Order:
 - 10.2.1 The only formal sanction available to the Council for a breach of a byelaw would be to mount a prosecution in a Magistrates' Court. This process is likely to be relatively expensive and the resultant fine, should the member of the public be found guilty, is unlikely to cover the Council's costs.
 - 10.2.2 A successful prosecution under a byelaw would result in the member of the public receiving a criminal record and this may be seen as inconsistent with the sanctions facing drivers who park inappropriately on roads with a waiting restriction (e.g. with double yellow lines).
 - 10.2.3 The effective enforcement of a new byelaw is likely to be more resource intensive as compared to the enforcement of TROs. Simply, it is necessary for the Council to witness a person parking a vehicle (not necessarily registered to them) on a prohibited verge rather than simply ticketing a parked vehicle.
- 10.3 A combination of other measures, as outlined within 4.6, is likely to be more effective than the adoption of a new byelaw prohibiting verge parking alone.

11. ALTERNATIVE OPTIONS CONSIDERED

- 11.1 The implementation of a range of control measures such as environmental improvements that physically prevent drivers from parking on verges, the provision of information and advice, increased off-road parking capacity in collaboration with Hertfordshire County Council (and North Hertfordshire Homes in certain locations), and specific TROs.

12. APPENDICES

- 12.1 None.

13. CONTACT OFFICERS

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14. BACKGROUND PAPERS

14.1 Local Government Act 1972 (section 235)

14.2 The Good Rule and Government Bylaws

14.3 The Highways Act 1980 (sections 130,137, 137ZA and 149)

14.4 The Road Traffic Regulation Act 1984 (section 35)

14.5 The Road Traffic Act 1991

14.6 The Road Traffic Act 1988

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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.	06/00661/ 1HH	43 Millard Way, Hitchin, SG4 0QF Part single, part two storey side extension. Single storey front extension (as amended by plan received 11.09.06)	Victoria Woodbridge 01462 474543	10
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	17
3.	06/01410/ 1HH	44 Brampton Park Road, Hitchin, SG5 1XF Provision of car port on side elevation and timber shed in rear garden following removal of existing outbuildings	Naomi Gould 01462 474318	24
4.	06/01350/ 1	Former Tyre & Exhaust Centre, 18-20 Stevenage Road, Hitchin, SG4 9DL Three storey building to provide 9 two bedroom and 2 one bedroom flats with archway vehicular access, 16 car parking spaces and amenity area, following demolition of existing buildings. (amended by plans received 24.08.06).	Graham Haerle 01462 474209	28

ITEM NO: 1	<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 (as amended by plan received 11.09.06)
	<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

Application called to the last meeting of Committee by Councillor Derek Sheard "in the wider public interest", at which time a decision upon the application was deferred.

1.0 Introduction

- 1.1 At the last meeting of the Committee, Members resolved to defer making a decision upon this application **"to allow negotiations to take place with the applicant with a view to achieving a reduction in the depth of the first floor extension from 6.7m to 5.7m."**
- 1.2 The applicant has acted positively to the Committee's request by arranging through his agent the submission of a revised plan to incorporate this amendment. The overall depth of the first floor extension is now shown as 5.7m with the rear wall 2.7m back from the existing rear main wall of the property. This addresses the neighbour's suggested compromise as set out in his original letter "to move the two storey edge of the extension back to a point 2.7m from the corner of the house...this would at least ensure the maximum possible available natural light (to their side glazed kitchen door)."
- 1.3 The amended plan was received on the 11th September. A copy has been sent to the neighbour and any further comments received will be presented at the meeting.
- 1.4 A copy of the previous report to Committee is attached as an appendix.

2.0 Legal Implications

- 2.1 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.

3.0 Recommendation

3.1 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, however, 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.

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

Application called in to the last meeting of the Committee by Councillor Judi Billing on the grounds that she may reach a contrary view to the officer recommendation of approval, at which time a decision upon the application was deferred.

1.0 Introduction

- 1.1 At the last meeting of the Committee a decision upon this application was deferred in order that an arranged site visit by Members might be made. My understanding of the Committee's wish to have this meeting was principally to assess the impact of the proposed rear extension upon the side windows in the wall of the adjoining property, 20 Verulam Road
- 1.2 The meeting was duly arranged to take place at 6.30pm on Monday, 18th August with the planning case officer in attendance.
- 1.3 A copy of my previous report to the meeting on the 15th August is copied as an appendix.

2.0 Legal Implications

- 2.1 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.

3.0 Recommendation

- 3.1 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>	44 Brampton Park Road, Hitchin, SG5 1XF
	<u>Applicant:</u>	Mr & Mrs I Hamilton
	<u>Proposal:</u>	Provision of car port on side elevation and timber shed in rear garden following removal of existing outbuildings
	<u>Ref.No:</u>	06/01410/ 1HH
	<u>Officer:</u>	Naomi Gould 01462 474318

Date of expiry of statutory period : 20 September 2006

Reason for Delay

Committee cycle.

Reason for Referral to Committee

One of the applicants is an employee of the Council.

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 – Car Parking
- 2.3 **NHDC Supplementary Planning Document: Vehicle Parking Provision at New Development**

3.0 Representations

- 3.1 **Local residents** - No representations received

4.0 Planning Considerations

4.1 Site & Surroundings

- 4.1.1 The property is a semi-detached house on the east side of Brampton Park Road.

4.2 Proposal

- 4.2.1 The proposal is for a car port running almost the depth of the existing house and for a shed immediately to the rear, which would be 4.9m by 2.44m in width with a 1.5m front canopy over the entrance doors.

4.3 Key Issues

- 4.3.1 The key issues to the determination of this application are the impact of the proposal on the existing house, the streetscene and upon the neighbouring property.
- 4.3.2 The proposed car port would replace an existing garage, which is constructed of timber and has a corrugated iron roof and is in a fairly dilapidated state. The proposed shed would replace an existing smaller timber shed.
- 4.3.3 The proposal would be sympathetic to the existing house in height, form and proportions. The proposed car port would have white PVC shiplap style fascia cladding to the front, side and rear elevations: the roof would be translucent corrugated polycarbonate sheeting. The proposed front gates would be feather edge boarding finished dark brown. The proposed shed would be shiplap timber cladding with a felt roof. The shed and fencing would be finished forest green to match the existing. The proposed materials would be acceptable, given there are a variety of garages in the street. Indeed there is a garage at no. 31 constructed of almost identical materials to those proposed at no. 44. The car port would be set back 0.7m from the front wall of the house and as such would not be visually prominent. The proposal would thus be acceptable in the streetscene.
- 4.3.4 The proposal would not have an adverse impact on the neighbouring property, 45 Brampton Park Road, in terms of light, dominance or privacy. Whilst no. 45 has windows in the side elevation, in my view these would not suffer a material loss of light given that the new car port and shed would replace an existing garage and shed and would only be single storey.
- 4.3.5 The property would remain a three bedroom house and no parking would be lost. There would still be one space in the garage and one space on the drive (which would be deeper than existing, at approximately 5.55m in depth). This would be sufficient for a three bedroom dwelling.

4.4 Conclusion

- 4.4.1 The proposal would be acceptable in terms of its impact on the existing house, the streetscene and the neighbouring property.

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.

Reason for Decision

The work, 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

Policy 55 – Car Parking

Hertfordshire Structure Plan Review 1991-2011

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

ITEM NO: 4	<u>Location:</u>	Former Tyre & Exhaust Centre, 18-20 Stevenage Road, Hitchin, SG4 9DL
	<u>Applicant:</u>	Leighton & Henley Ltd
	<u>Proposal:</u>	Three storey building to provide 9 two bedroom and 2 one bedroom flats with archway vehicular access, 16 car parking spaces and amenity area, following demolition of existing buildings. (amended by plans received 24.08.06).
	<u>Ref.No:</u>	06/01350/ 1
	<u>Officer:</u>	Graham Haerle 01462 474209

Date of expiry of statutory period : 24 October 2006

Reason for Referral to Committee

Application called in by Councillor Alison Ashley "on the grounds of wider public interest. I understand that the residents have concerns about traffic movements opposite the junction to Maples Court."

1.0 Relevant History

- 1.1 Two previous applications, each proposing a 3 storey building to provide 15 flats. have been submitted by the applicants who at the time of submitting this third application on the 24th July, continued to be the prospective purchasers of the site. Both those earlier applications were withdrawn, due to the intended officer recommendations of refusal under delegated powers.

2.0 Policies

2.1 County Structure Plan Review 1991-2011:

Policy 1 - Sustainable Development
 Policy 2 - Design and Provisions of Development
 Policy 10 - Affordable Housing
 Policy 22 - Reduction of Travel Need and 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 8 - Development in Towns
 Policy 22 - Urban Environment
 Policy 26 - Housing Proposals
 Policy 55 - Parking Standards plus Supplementary Planning Document
 Policy 57 - Residential Guidelines and Standards

3.0 Representations

- 3.1 **County Highway Authority** - raise no objection to the application on highway grounds, subject to conditions. As requested by Members, I have copied their full response as an appendix to this report.

- 3.2 Local Residents - letters and e-mails have been received from 8 properties in the locality (**8, 10 Stevenage Road; 7, 11 Traherne Close; 24, 44 Conquest Close; 19C, 19D London Road**) raising objection to the application on the following summarised grounds.
1. 3 storey development would be out of character with the existing 2 storey housing on this side of Stevenage Road;
 2. the development is not served by adequate parking which would lead to a further on street parking in Stevenage Road, adding to problems of visibility and traffic dangers, and in Conquest Close;
 3. additional traffic to and from the site generated by the development would increase traffic congestion during peak hours and traffic safety conditions generally;
 4. overlooking of adjoining properties, exacerbated by 3 storey development;
 5. loss of light and sunlight to adjoining properties;
 6. noise and disturbance to adjoining properties principally from the use of part of the rear of the site for parking purposes.
- 3.3 Any further comments received from the above occupiers in response to amended plans received on the 24th August will be reported orally at the meeting.

4.0 Planning Considerations

4.1 Site & Surroundings

- 4.1.1 The site is located on the south side of Stevenage Road, opposite the junction of The Maples. It lies some 40m west of Conquest Close on the same side of the road and 100m from Traherne Close on the north side of Stevenage Road.
- 4.1.2 With one or two isolated exceptions the area is entirely residential in nature with a mix of 2 storey housing within the locality of the site on the south side of the road and the flat roofed 3 storey flat development (Priory Court) on the opposite side of the road.
- 4.1.3 The site has a frontage of some 28m to Stevenage Road, general depths of some 28m and 42m on its eastern and western sides and an area of 1160sqm (approx). It is occupied by a two storey building along the frontage and single storey building some 5.5m high at the back of the site. The site is now vacant but previously in use as a tyre and exhaust business.
- 4.1.4 Adjoining both side boundaries of the site are service driveways leading to the rear of properties in Conquest Close and Hitchin Hill Path.

4.2 Proposal

- 4.2.1 Following the demolition of the existing buildings, it is proposed to redevelop the site in the manner as summarised in the above description of the application.
- 4.2.2 In comparison with the previous 2 withdrawn applications, the number of flats has been reduced from 15 to 11 with a commensurate decrease in the number of parking spaces and increase in the area of private open amenity space.

- 4.2.3 As submitted on this third occasion, the overall height of the building in relation to Stevenage Road was 9.3m with a central gable feature over the entrance archway at a height of some 11.0m. Through negotiation, these heights have been reduced to 8.5m and 10.2m respectively, the main roof line from left to right along the building frontage being approximately one metre higher than the existing residential properties on either side of the site. As previously mentioned, these adjoining properties are separated from the side boundaries of the site by service driveways leading to Conquest Close and Hitchin Hill Path,
- 4.2.4 The proposed building would be 15.5 m deep at a distance of 1.5m from the eastern side boundary (left-hand side as viewed from Stevenage Road), the back 6.0m being single storey. The depth at the right-hand end of the building would be some 10.0m with its footprint configured to take account of the angled boundary as shown on the location plan accompanying this report.
- 4.2.5 The front elevation would incorporate 3 projecting gable elements, the larger middle one providing archway access to the rear of the site. This would serve 16 parking spaces to occupy the area between the right-hand part of the building and the side and rear boundaries. The left-hand part would be open space amounting to some 300sqm.
- 4.2.6 Ground level of the application site is approx one metre below the ground level of 19D London Road, being the detached house which bounds the greater length of the rear site boundary. At present the existing brick building at the rear of the site forms part of the boundary with 19D London Road. The remainder is formed by an existing 2.7m high wall. As part of the demolition of this building a 3.0m high wall in relation to the application site would be retained - 2.0m in relation to 19D London Road - with 500mm box trellis on top to match the existing.
- 4.2.7 Screening between the application site and 21 The Oaks (see location plan) is currently provided by mature evergreen trees in the garden of this property. As part of the proposed landscaping associated with the development, 5 new semi-mature trees would be planted against the boundary wall with 19D London Road. Constrained by parking space dimensions, 7 parking spaces would be arranged end-on against the newly formed wall with 19D London Road.
- 4.2.8 The access arrangements off Stevenage Road would require the relocation of an existing bus stop as explained in the highway authority's response upon the application (refer to para 3.1 and appendix).

4.3 **Key Issues**

- 4.3.1 The key planning issues to be addressed in the consideration and determination of this application concern the following:
1. The principle of redeveloping this site for residential purposes;
 2. The density, layout, scale and design as proposed having regard to the style of existing development in the locality;
 3. The amenities of adjoining residential occupiers;
 4. Parking provision;
 5. Means of access for vehicles and pedestrians.

- 4.3.2 **The Principle** - Section 38(6) of the Planning & Compulsory Purchase Act 2004 (previously S.54A of the 1990 Planning Act) requires local planning authorities to determine applications in accordance with the Development Plan unless material considerations indicate otherwise. In the District Local Plan the site is within an area shown as being for primarily residential purposes without any specific planning constraints or priorities. Consequently there is no objection in principle to a redevelopment of the entire site for residential purposes. The closure of the tyre and exhaust business was, I imagine, welcomed by local residents and comments they have made to the current proposals support in principle a residential redevelopment of the site.
- 4.3.3 **Density, Layout, Scale and Design** - The development would result in a density of 95 dwellings per hectare. Having regard to the form and small size of the accommodation proposed i.e one and two bedroom flats, this is not in my opinion an excessive figure and is below albeit similar to other recent developments approved in the town. The site is within walking/cycling distance of the town's facilities and has a direct link to bus services. It is thus in a sustainable location which supports a density figure in excess of present Government guidelines contained in PPG3 - Housing.
- 4.3.4 The only issue that has attracted objections as far as the layout is concerned is the arrangement for parking spaces behind the building and in part, adjacent to the boundary wall to be formed via the demolition of the back building with the property behind, 19D London Road. Any layout arrangement for a residential redevelopment of the site will most likely result in parking in this fashion, primarily due to the irregular configuration of the rear part of the site. In so doing some harm to the amenities of those living close to the rear and western side boundaries from vehicle movements is almost inevitable. However, this can and should perhaps be viewed against the lawful use of the site as a tyre and exhaust business and the general noise activities associated herewith. Additionally, the level of noise is influenced by the level of parking to be provided with the applicants having chosen to meet the Government's advisory standard of 1.5 spaces per dwelling. I do not consider there are any objections to be raised to this figure from a planning point of view, indeed in view of the location of the site there is a reasonable case to reduce this figure. However, Members will see that a perceived inadequacy of parking forms one of the main objections raised by local residents to the application. On balance I believe that the scale of development proposed and the level of parking is satisfactory and does not attract any sustainable objection in planning terms. This includes the relationship of the parking spaces as proposed to adjoining properties.
- 4.3.5 Objections have been raised by the majority of residents who have commented upon the proposal to a three-storey development on this site, noting the two-storey scale of adjoining residential properties. They say that this would dominate the area and would be an eyesore. From a planning point of view this is not a location for a "landmark" development, being a site within an established residential frontage albeit one with a variety of housing styles. Opposite and set back from the road is the extended three storey flat roof development of Priory Court.

- 4.3.6 Whether or not the proposed development achieves three storeys of accommodation is not the principal issue - it is the overall height and design of what is proposed and whether this reasonably fits into the street scene that is the determining factor in judging this application. As submitted the main roofline was some 2m higher than properties on either side with an imposing central projecting gable feature attaining 11.0m in height. I concluded that this might not satisfactorily integrate into the street scene and thus advised the applicants they should consider any opportunity to reduce the overall height of the building and the impact of the 3 projecting gable elements. This they have done in submitting amended plans as I have described in para. 4.2.3. The bulk of the accommodation at third floor level would be designed within the roof, served by roof lights in the rear elevation and roof lights plus windows within the front elevation. Within the general street scene a difference of one metre in building heights as now proposed would not be readily discernible. Although the appearance of the development would be different to adjoining and nearby properties this does not present a reasonable basis for refusing permission. I find the scale and design as now proposed with a choice of red stock facing brick, 2 first floor recessed rendered panels and roofing tiles quite satisfactory for this particular site.
- 4.3.7 **Amenities of Adjoining Residents** - arguably the property most affected by the proposed development, following the removal of the building at the rear of the site which presently acts as a screen between the 2 sites, is 19D London Road. However, this adjoining house is at an angle to the site and to the proposed building, it only has one first floor window facing towards the site and this is obscure glazed and a section taken through the development and the garden and house of 19D shows there would be no overlooking from the first floor windows of the proposed flats looking towards the ground floor and garden of the property. A distance of some 24m would separate the first floor windows of the flats in question (one bedroom and two bathroom) from the rear wall of No 19D.
- 4.3.8 In terms of any overlooking or loss of daylight/sunlight, owing to the design of the development and its orientation within the site, there would be no material loss of amenity to the adjoining residential properties.
- 4.3.9 **Parking Provision** - I have already presented this issue in dealing with the layout of the development. Viewed against Local Plan standards as updated by the Council's adopted Supplementary Planning Document and the Government's PPG advice, I do not believe there is any sustainable objections to raise to the proposed arrangement for 16 spaces which equates to 1.5 spaces per flat. Provision would be made for secure cycle storage within the building.
- 4.3.10 **Means of Access** - Consideration of the arrangements for providing vehicular access to the site and the impact of traffic generated by the proposed development upon the local road network fall to the County Highway Authority. Members will see from para. 3.1 that no objection has been raised and I have copied in full the highway authority's response upon the application. This also deals with the need to relocate the existing bus stop and update facilities to meet DDA requirements. This has been calculated to amount to £13,000, which the applicants are proposing to address via a Section 106 Unilateral Undertaking. I shall advise the committee at the meeting of the progress made upon this matter.
- 4.3.11 One item I have overlooked in dealing with the overall layout of the scheme is to confirm that the provision of some 300 sq.m of open amenity space would satisfy the Local Plan guideline figure.

4.4 Conclusion

- 4.4.1 In my opinion this third application submitted by the applicants, as amended through further negotiations, would provide an acceptable scheme for the residential re-development of the site which does not attract any sustainable criticisms in planning or highway terms.

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, in the event of the applicants first entering into a S106 planning agreement or having presented a satisfactory Unilateral Undertaking to provide the sum of £13,000 required to relocate and upgrade the existing bus stop facility affected by the development, 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 planting of trees, shrubs, hedges and grassed areas as shown on the approved layout plan, including information on the species proposed, size and density of planting together with a written specification for their works and their subsequent maintenance 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.

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. No windows other than those shown on the approved plan shall be inserted at first floor level on the rear and side elevations of the development hereby permitted.

Reason: To safeguard the privacy of the occupiers of the adjacent dwelling.

7. Before the first occupation of any of the flats hereby approved the boundary treatment as shown on the approved plan no. 372/1 Rev D shall be carried out.

Reason: To safeguard the amenities of adjoining residents and to ensure the development is completed in a satisfactory manner.

8. The development hereby permitted shall not be brought into use until the proposed access has been constructed and the existing vehicle crossover serving the existing facility has been reduced to suit the adjacent access and the footway has 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.

9. 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, to form 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.

10. Before the access is first brought into use, vehicle to vehicle visibility splays of 2.4 metres by 90 metres in a south easterly direction and 2.4 metres by 60 metres in a north westerly direction shall be provided and permanently maintained. Within which, there shall be no obstruction to visibility between 600 mm and 2.0 metres above the carriageway 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.

11. Any gates provided shall be set back a minimum of 10 metres from edge of the carriageway 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

12. The development shall not be brought into use until a properly consolidated and surfaced turning space for vehicles as shown on drawing number 372/1 has been provided within the curtilage of the site. The turning space shall 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.

13. The gradient of the access shall not be steeper than 1 in 20 for at least the first 10 metres from the edge of the carriageway.

Reason: To ensure a vehicle is approximately level before being driven off and on to the highway

14. The access shall be 4.8 metres wide for the first 10 metres and the kerb radii shall be 4 metres, which shall include a pram crossing complete with tactile feature.

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 and for the convenience and safety of pedestrians and disabled people.

15. The access shall be constructed in a hard surfacing material for the first 10 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. The vertical clearance of the vehicular archway shall be 4.00 metres.

Reason: In the interests of highway safety and amenity

Reason for Decision

The development, hereby permitted would not cause any material harm to 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:

County Structure Plan Review 1991-2011:

Policy 1 - Sustainable Development
Policy 2 - Design and Provisions of Development
Policy 10 - Affordable Housing
Policy 22 - Reduction of Travel Need and Usage
Policy 25 / Supplementary Planning Guidance - Parking Standards

District Local Plan No.2 with Alterations

Policy 1 - Pattern and Character of North Hertfordshire
Policy 8 - Development in Towns
Policy 22 - Urban Environment
Policy 26 - Housing Proposals
Policy 55 - Parking Standards plus Supplementary Planning Document
Policy 57 - Residential Guidelines and Standards

***PART 1 – PUBLIC DOCUMENT**

AGENDA ITEM No.

9

TITLE OF REPORT: PLANNING APPEALS

REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL SERVICES

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***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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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 has been arranged with the residents to discuss their concerns raised in the petition presented to the Committee on 15th August and to find possible solutions. The meeting takes place on Tuesday 26th September. A verbal report will be given to the Committee on the outcome of the meeting.
- 3.2 Triangle Festival - the organisers have set a date for the 2007 Festival. This will take place on Saturday 30th June. The first meeting to discuss arrangements for the festival will take place on Wednesday 27th September.
- 3.3. CCTV Spotlight Windmill Hill - awaiting information regarding the possibility of a spotlight on the CCTV at Windmill Hill raised by Acting Inspector Steve Mann at the meeting on 15th August.
- 3.4 Summer Zone Activities – Childrens' Services had a very successful summer activity programme. The Out 2 Play activities involved 121 young people in the three recreation grounds in Hitchin over the four week period. 37 parents joined in with the young people. The Play Zones and Sports Zones were also extremely popular with cricket being one of the more popular sports. The Arts and Crafts activities also had a high uptake.
- 3.5 Hitchin and Strathmore Fun Clubs - the Clubs have to purchase booster seats to take the young people to and from schools for the After School Clubs. This is required under new legislation. Members have agreed to fund this from their discretionary budgets.
- 3.6 Burford Way - five aside goal posts have been installed in Burford Way Open Space as a result of a community safety issue with young people playing football on the street.

- 3.7 Hitchin A Fairtrade Town - there has been an excellent response to Hitchin receiving Fairtrade Town status and the launch of the directory in July. It is hoped to make this an annual event and to produce many more directories. A grant may be needed for this purpose in 2007/2008.
- 3.8 Wheeled Sports Facilities - the two skateparks, one at King George V Recreation Ground and one at Walsworth Common are now open and being used enthusiastically by young people. It is planned to have an official opening on Tuesday 24th October.
- 3.9 Walsworth Festival - the organisers have set the date for the 2007 Walsworth Festival. This will take place on 20th May 2007. The AGM will take place on Monday 16th October at Walsworth Community Centre 8pm. It is hoped that they can invite some more people to join their committee.
- 3.10 Hitchin Museum - the Museum is hosting an exciting new touring exhibition of artworks by the Birmingham based artist Caroline Jariwala called Painted Prayers. This will take place between Saturday 9th September and Saturday 28th October 2006.
- 3.11 Democracy Week 16th October - 20th October - a Question Time event is being held during Democracy week with an audience of young people. The event will be held in the Council Chamber on Thursday 19th October. There will be a buffet at 12 noon and Question Time will start at 1pm.
- 3.12 Issues Arising from Town Talk on July 4th

All matters raised were logged onto the Council's Complaints and Compliments System which ensures a systematic response within given timescales.

- Recycling of batteries - acknowledged and completed 20th July.
- Repairing access road behind Woodcote House - acknowledged and being further investigated.
- Bench in St Mary's Square - a new bench has been ordered in keeping with the design of the others. This has been funded from Hitchin Visioning budget.
- Area in St Mary's requires weeding - acknowledged and completed 7th July.
- Hitchin Public Conveniences - acknowledged and completed 18th July.
- Disabled Car Parking - responded to 6th and 10th July.
- Car Parking facilities - responded to 17th July.

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. 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: 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 The present summary is attached as Appendix A.
- 3.2 The Committee is asked to note that considerable efforts have been made in recent weeks to ensure that all outstanding grants and commitments are fully spent up in order that the year end carry forward can be minimised.
- 3.3 The expenditure against all commitments will continue to be closely monitored throughout this financial year.

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.

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
- 10.2 Steve Smither, Group Accountant Customer Services, steve.smither@north-herts.gov.uk, x4566

HITCHIN AREA COMMITTEE BUDGET 2006/2007

<u>SUMMARY/ TOTALS</u>	<u>Funding</u>	<u>Allocated</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>					
Revenue Visioning	£42,785	£42,654	£29,650	£13,004	£131					
Capital Visioning	£112,600	£110,350	£0	£110,350	£2,250					
Central Area Grants	£37,580	£37,899	£37,922	-£23	-£319					
Discretionary - Bearton Ward	£13,800	£12,450	£350	£12,100	£1,350					
Discretionary - Highbury Ward	£25,360	£24,010	£4,780	£19,230	£1,350					
Discretionary - Oughton Ward	£6,840	£5,940	£350	£5,590	£900					
Discretionary - Priory Ward	£3,600	£2,700	£500	£2,200	£900					
Discretionary - Walsworth Ward	£6,310	£5,200	£5,062	£138	£1,110					
Total	£248,875	£241,203	£78,614	£162,589	£7,672					

<u>REVENUE VISIONING</u>	<u>Funding</u>	<u>Year Allocated</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	£21,930	2003/2004	Bring Bank (Woodside Screening)	£1,670	21.10.03	£1,670	£0		Scheme Complete, £1670 reallocated to Community Projects
		2004/2005	Town Centre Strategy	£1,500	21.10.03	£927	£573		Reallocate
		2004/2005	Visioning Presentations	£500	02.11.04	£494	£7		Reallocate
		2004/2005	Enhancement of Triangle Area	£3,130	02.11.04	£3,130	£0		Scheme reallocated, £3130 reallocated to Community Projects
		2004/2005	Enhancement of Triangle Area (funded from Area Committee)	£1,870	02.11.04	£0	£1,870		Reallocate
		2005/2006	Churchgate Project	£4,000	24.05.05	£4,000	£0		Scheme Complete, £1365 reallocated to Community Projects
		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		Ongoing
		2005/2006	Community Centre Leaflet	£700	08.11.05	£0	£700		Complete
		2005/2006	Cabbies Hut Market Place	£1,300	24.01.06	£1,320	-£20		Over budget
		2005/06	East of England Dev	£3,260	24.03.06	£3,268	-£8		Finger Posting
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		Complete
plus schemes reallocated to Visioning Community Projects	£6,165	2006/07	Hanging Baskets - Market Place, Hitchin	£1,300	18.04.06	£1,300	£0		Complete
		2006/07	Hitchin Pavilions	£5,000	04.07.06	£0	£5,000		Complete
		2006/07	Market Advertising Bench	£2,000	04.07.06	£0	£2,000		Ongoing
				£674	24.08.06	£0	£674		Complete
Total	£42,785			£42,654		£29,650	£13,004	£131	

CAPITAL VISIONING	Funding	Year Allocated	Project	Allocated	Date	Spent	Outstanding	Unallocated Budget	Comments
Capital Visioning	£112,600		Bancroft Gardens	£67,500	15.08.06	£0	£67,500		
			Windmill Hill	£42,850	15.08.06	£0	£42,850		
	£112,600			£110,350		£0	£110,350	£2,250	

DEVELOPMENT BUDGETS

Central Area Grants	Funding		Project	Allocated	Date	Spent	Outstanding	Unallocated Budget	Comments
Base Budget 06/07	£36,930		Vaisakhi Festival	£1,000	07.03.06	£1,400	£400		Overspend re traffic signage
plus £650 from each ward member to fund Hitchin & Strathmore Fun Club	£650		Rhythms of the World	£10,000	18.04.06	£9,000	£1,000		Retained
			Tilehouse Street Pre	£1,000	18.04.06	£1,000	£0		
			North Herts Amateur	£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	£5,623	£623		Over budget
			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		
Total	£37,580			£37,899		£37,922	£23	£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		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									
Member 2	£500									
Member 3	£500									
less £50 from each member to fund Hitchin & Stathmore Fun Club	-£150									
Total	£13,800				£12,450		£350	£12,100	£1,350	

<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	£24,010		Leisure Projects	£4,230	25.03.03	£0	£4,230		Ongoing
			Signs - Stevenage Road	£4,000	25.03.03	£0	£4,000		Herts Highways
			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								
Member 2	£500								
Member 3	£500								
less £50 from each member to fund Hitchin & Stathmore Fun Club	-£150								
Total	£25,360			£24,010		£4,780	£19,230	£1,350	

<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		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								
Member 2	£500								
less £50 from each member to fund Hitchin & Stathmore Fun Club	-100								
Total	£6,840			£5,940		£350	£5,590	£900	

<u>Priority</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		Re-allocate to bollards
			Rise Bollards in Town Centre	£700	31.03.04	£0	£700		Ongoing
			Replace Trees in Various Locations	£500	24.01.05	£500	£0		
Member Discretionary Budget 2006/07:									
Member 1	£500								
Member 2	£500								
less £50 from each member to fund Hitchin & Stathmore Fun Club	-£100								
Total	£3,600			£2,700		£500	£2,200	£900	

<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		
			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		Common Litter Pickers	£176	27.06.06	£176	£0		
Member 3	£500		Meetings - Hardy Close residents	£64	30.08.06	£38	£26		Ongoing
plus £377 reallocated from Tarmacing Walsworth Common	£377								
less £50 from each member to fund Hitchin & Stathmore Fun Club	-£150								
Total	£6,310			£5,200		£5,062	£138	£1,110	