

**MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE MARKET HOUSE, TRING ON MONDAY 20<sup>th</sup> JUNE 2011 AT 7.30p.m.**

**Present:** Councillors: Mrs R. Ransley (Chairman)  
Mrs P. Hearn  
J. S. Allan  
Mrs G. Haynes  
H. Alison  
B. Batchelor

Keith Gray (Town Clerk)

In attendance: Cllr N Hollinghurst  
Cllr M Hicks

7 Residents

16016 **APOLOGIES**

RESOLVED: To receive and accept apologies from the Deputy Town Clerk.  
No apologies received – all members present.

16017 **DECLARATIONS OF INTEREST**

Cllr Mrs P Hearn declared an interest in agenda item 16027 (Planning Applications) and said she would not be taking part in the discussion or decision making as she is a substitute member of the DBC Development Control Committee. Cllr N Hollinghurst said he would be commenting on planning applications even though he is also a substitute member of the DBC Development Control Committee. Committee noted he would not be voting as he is not a TTC Finance & Policy Committee member. Cllr Allan declared an interest in agenda item 16025 (Mayor's Allowance) as he is the current Town Mayor and considered it inappropriate that he should be part of the overall discussion and decision.

16018 **CHAIRMAN'S COMMUNICATIONS**

There was nothing to report

16019 **MINUTES**

The Minutes of the meeting held on 7<sup>th</sup> March 2011 were confirmed as a true record and signed by the Chairman.

16020 **CLERK'S REPORT & MATTERS OF REPORT FROM THE MINUTES**

The Clerk gave an update on the work on the installation of the new computer system and said council staff were pleased with the new computer system. It was more efficient and updated than the old system. He also explained the current position of the work on the council website and the contract with Peter Fleming. Members were pleased to hear that he and the Information Officer had agreed the content and format of the website and work was under way to put the new website together. The Clerk will give a presentation to councillors when the website pages are ready.

16021 **PUBLIC PARTICIPATION**

RESOLVED: To suspend Standing Orders so that members of the public might speak.

- Three Trustees of the Hastoe Village Hall project were at the meeting and gave further information to the council on their request for a grant of £2,500.
- Resident spoke and gave background information on his planning application request to DBC on the removal of Planning Restrictions under Permitted Development.
- Two residents voiced support to a planning application for tree works to be carried out.

The Chairman closed the public session and re-convened the Council Meeting.

16022 **PLANNING APPLICATIONS**

The Committee considered and commented on the following applications presented to them as these needed to be submitted to DBC in the timescale allowed.

*Cllr Mrs P Hearn took no part in the following discussion or decision making process:*

**PLAN REF. NO.**

4/00811/11/FHA	Single storey rear extension at 74 Grove Road for Mr & Mrs C. Gregory The Working Party has no objection to this application RESOLVED: No Objection
4/00890/11/TCA	For Information Only - Works to trees at 20 Albert Street for Miss S.Watt. The Working Party noted this application RESOLVED: No Objection but that the Tree Officer at DBC be involved.
4/00895/11/FHA	Single storey rear extension at 84 Beaconsfield Road for Mrs M. Wright The Working Party has no objection to this application RESOLVED: No Objection
4/00907/11/TCA	For Information Only - Works to trees at 22 Park Road for Ms J. Penn The Working Party noted this application RESOLVED: No Objection but that the Tree Officer at DBC be involved.
4/00912/11/FHA	Two storey rear extension at Little Cladan, Christchurch Road for Mr & Mrs Collinge The Working Party has no objection to this application RESOLVED: No Objection
4/00931/11/FHA	Single storey front extension to detached garage/studio and installation of new French doors to chalet bungalow at Old Timbers, Bulbourne Court for Mr J. Moran The Working Party is unable to agree a recommendation to this application RESOLVED: No Objection
4/00940/11/ROC	Removal of condition 5 (removal of permitted development rights for any additional openings) of planning permission 4/01575/02 (detached dwelling, associated garage and access (amended scheme)) at 45A Dunston Hill for Mr & Mrs G. Mann The Working Party is unable to agree a recommendation to this application RESOLVED: Object on the basis that TTC objected to the original applications and are concerned that if the Planning Restrictions are

removed under Permitted Development then this would lead to further development. TTC urge DBC to carefully consider the removal of the restrictions and to ascertain the impact on the community if the restrictions are removed.

- 4/00941/11/ROC Removal of condition 6 (removal of permitted development rights) of planning permission 4/01575/02 (detached dwelling, associated garage and access (amended scheme)) at 45A Dunston Hill for Mr & Mrs G.Mann  
The Working Party is unable to agree a recommendation to this application  
RESOLVED: Object on the basis that TTC objected to the original applications and are concerned that if the Planning Restrictions are removed under Permitted Development then this would lead to further development. TTC urge DBC to carefully consider the removal of the restrictions and to ascertain the impact on the community if the restrictions are removed.
- 4/00964/11/FHA Conservatory at 24 Drummond Ride for Ms Lucas  
The Working Party has no objection to this application  
RESOLVED: No Objections
- 4/00969/11/FHA Demolition of conservatory and construction of single storey rear extension at 26 Icknield Way for Mr A. Langan  
The Working Party has no objection to this application  
RESOLVED: No Objections

**LIST OF DECISIONS BY DACORUM BOROUGH COUNCIL IN RESPECT OF RECENT PLANNING APPLICATIONS**

**PLAN REF. NO.**

- 4/00586/11/FHA Conditional permission for single storey rear and side extension and garage at 5 Castle Row, Albert Street for Mr & Mrs J. Walsham
- 4/00632/11/FUL Conditional permission for installation of ten removable bollards on private roadway at Harrow Yard, Akeman Street for Harrow Yard (Tring) Residents Management Co.
- 4/00640/11/LDE For information only - Certificate of Lawfulness: change of use to residential garden at land at 104, Grove Road for Mr D. Chapman
- 4/00643/11/FUL Conditional permission for two detached dwellings at land rear of 102 and 104, Grove Road for Mr S. Booth
- 4/00645/11/FHA Conditional permission for single storey front extension at 3 Goldfield Road for Mr & Mrs C. Cobb
- 4/00658/11/FHA Conditional permission for two storey side/rear extension at Caerleon, Hawkwell Drive for Mr & Mrs Welsh
- \*4/00670/11/FUL Refusal for demolition of bungalow and outbuilding and construction of two detached dwellings at 82 Longfield Road for Milebush Properties Ltd

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| 4/00673/11/FHA | Conditional permission for new porch, two replacement windows and restoration of gable at Pendley Lodge, Station Road for Mr & Mrs S. Alcott-Smith |
| 4/00640/11/LDP | For information only - single storey rear extension at 26 Icknield Way for Mr & Mrs Alistair Langan  |
| 4/00682/11/FHA | Conditional permission for construction of children's playhouse in rear garden at 38 Nathaniel Walk for Mr G. Deacon                               |

*Cllr Mrs P Hearn took part in the following council committee business*

16023 **GRANTS 2011/12**

To consider awarding monies under S137 of the Local Government Act 1972, or under any other appropriate powers, from the general grants fund to various organisations.

The following grants were approved by the Committee:

- (a) Hastoe VillageHall Trust  
RESOLVED: To award a grant of £2,500 to assist in the refurbishing of the Village Hall
- (b) Tring Together  
RESOLVED: To award a grant of £500 for Christmas Lighting
- (c) Play4All (Tring)  
RESOLVED: To award a grant of £267.00 to assist in their marketing / publication

16024 **ANNUAL ACCOUNTS 2010/2011 - AUDIT**

The Clerk gave a verbal report on the requirements and procedures for work relating to the internal and external audit. Committee Members approved the Council's Accounts for Audit and referred the matter for formal approval by Full Council on 27<sup>th</sup> June, 2011.

16025 **INTERNAL AUDIT REPORT 2010/2011**

Committee received, noted and agreed the report from the Council's Internal Auditor and wished it to be put on record their appreciation to the Council's staff who had ensured that the council was acting in accordance with financial regulations. This was another year that showed no problems with the Council's accounting procedures.

*Cllr J Allan & Cllr M Hicks left the Council Chamber at 8.15pm*

16026 **MAYORS ALLOWANCE**

Discussion took place on the proposal by the Town Clerk to increase of the Mayor's Allowance. RESOLVED: To increase the Mayor's Annual Allowance from £400 to £1,000 to ensure that the Mayor is able to carry out his/her duties to a standard required by the Council and Community.

*Cllr J Allan & Cllr M Hicks returned to the Council Chamber at 8.25pm*

16027 **BADGE OF OFFICE – MAYORAL REGALIA**

Committee were asked to consider purchasing another chain link and re-gilding of the Mayoral Chain/Badge of Office. RESOLVED: Not to proceed with this proposal but that the Clerk should set aside £1,000 per year for the next 3 years to ensure that by 2013 the Badge of Office has an extra chain link and is re-gilded and refurbished to the standard required and proposed in the Clerk's report to this meeting.

16028 **REVIEW OF COUNCIL STAFF POLICIES**

Committee reviewed the staff policies and noted and agreed the policies submitted by the Town Clerk. It was RESOLVED: That the following policies, and the Staff Handbook, submitted by the Town Clerk be approved and accepted by the Town Council as working documents and that the Clerk and Council to ensure that they are reviewed in accordance with new regulations or legal or good practice as appropriate. The Clerk to ensure all staff have copies and fully understand the policies.

- Disciplinary Policy
- Disability Discrimination Policy
- Driving at Work Policy
- Equal Opportunities Policy
- Procedures for Hearing of Staff Grievance Appeals Committee
- Staff Handbook

16029 **RENEWAL OF COUNTY MARKET COMPANY 3yr LICENCE**

RESOLVED: That a fee of £30 per session be charged which will include water and electricity. The fees to be reviewed each year and to consider increasing the fee by the current RPI figure.

**The meeting ended at 8.45 p.m.**

**Chairman**