

MINUTES OF A MEETING OF THE  
COUNCIL HELD IN THE COUNCIL  
CHAMBER, WALLFIELDS, HERTFORD ON  
WEDNESDAY 25 JULY 2018, AT 7.00 PM

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PRESENT: Councillor K Warnell (Chairman).  
Councillors A Alder, M Allen, D Andrews,  
P Ballam, P Boylan, R Brunton,  
E Buckmaster, M Casey, Mrs R Cheswright,  
K Crofton, S Cousins, G Cutting, B Deering,  
I Devonshire, H Drake, J Goodeve, B Harris-  
Quinney, L Haysey, R Henson,  
Mrs D Hollebon, J Jones, J Kaye,  
G McAndrew, M McMullen, P Moore,  
T Page, M Pope, L Radford, P Ruffles,  
S Rutland-Barsby, M Stevenson, T Stowe,  
N Symonds, J Taylor, G Williamson,  
C Woodward and J Wyllie.

OFFICERS IN ATTENDANCE:

Jonathan Geall	-	Head of Housing and Health
Martin Ibrahim	-	Democratic Services Team Leader
Jess Khanom	-	Head of Operations
Anjeza Saliyaj	-	Project Manager
Helen Standen	-	Director
Alison Stuart	-	Head of Legal and Democratic Services
Rhys Thomas	-	Theatre Director and Arts Advisor
Liz Watts	-	Chief Executive



referred to the Planning Policy team, who wished to register the support Michael had always given them in their important work.

The Leader concluded by expressing her sorrow and said she would miss his wisdom and conviviality.

Councillor T Page also paid tribute to Michael Freeman's public service and referred to his time as Vice-Chairman of the Development Management Committee, when he had given much support to him and the Committee in general.

The Chairman added his words of sorrow in paying tribute to Michael Freeman. As a mark of respect in memory of both John Reynolds and Michael Freeman, Members stood and observed a minute's silence.

On a happier note, the Chairman was pleased to welcome some special local residents who had been recognised in this year's Queen's New Year Honours list. He introduced Graham Hoare and Keith Batchelor.

Graham Hoare was Ford Motor Company's Director of Global Vehicle Evaluation and Verification, responsible for Ford's test and development operations worldwide. In addition, Graham led the Dunton Technical Centre in Essex, the largest automotive research and development facility in the UK.

In addition to Graham's role in Ford, he had been a champion for the automotive industry in the UK. He had become actively involved in the UK Automotive Council, established in 2009, to enhance dialogue and strengthen co-operation between the government and the automotive

sector. The Council was made up of senior figures from across industry and government and met regularly to progress strategic issues and opportunities for the UK.

Keith Batchelor represented HertsWatch, the umbrella body for the various Neighbourhood Watch schemes across the county, in one of the biggest and most successful crime prevention initiatives ever, involving millions of people across the country. HertsWatch had been awarded the Queen's Award for Voluntary Service, an accolade that was the equivalent of an MBE for groups, charities and associations.

Through the OWL system, HertsWatch had direct contact with 137,000 households and was one of the biggest Neighbourhood Watch networks in the UK. This was a fantastic initiative, helping to reduce the fear of crime and increasing feelings of safety.

The Chairman invited each award recipient to come forward and receive a certificate in recognition of their achievements.

The Chairman gave a brief overview of the events he had attended recently. In particular, he referred to the Green Flag award achieved for the Southern Country Park and The Ridgeway and expressed his thanks to Ian Sharratt and his team for their efforts.

The Chairman also remarked on the 100<sup>th</sup> birthday celebrations he had attended at Simon Balle School and the continuing inter-faith meetings organised with the Vice-Chairman. He gave notice of various forthcoming events and highlighted a diversity event to be held at Fletchers

Lea, Ware on 18 November 2018.

130 APOLOGIES FOR ABSENCE

Apologies for absence had been submitted on behalf of Councillors D Abbott, S Bull, G Jones and R Standley.

131 MINUTES

The Chairman moved, and Councillor L Haysey seconded, a motion that the Minutes of the previous meeting be approved as a correct record and signed by the Chairman.

After being put to the meeting, and a vote taken, this was declared CARRIED.

RESOLVED – that the Minutes of the Annual Council meeting held on 16 May 2018, be approved as a correct record and signed by the Chairman.

132 PETITIONS

The Chairman advised of a recent e-petition containing 39 signatures requesting the Council to hold a public meeting in Thorley in respect of the Bishop's Stortford Community Governance Review. The request had been agreed and a well-attended public meeting had been held in the previous week. As a result, the public consultation deadline had been extended by two weeks until 10 August 2018.

133 PUBLIC QUESTIONS

Colin Arnott, Thorley, welcomed the fact that, despite

paragraph 2.23 of the Leader's report on the Bishop's Stortford South Masterplan Framework concluding that it "provides a sound basis upon which to move forward to prepare the detailed application", she is reported as saying "there is still a long way to go with these plans and the Steering Group will continue". If so, he asked the Leader if the Council to advise of the next Steering Group meeting date and whether the agenda will include consideration of the strategic traffic impact on the town and the phasing of development starting with 142 houses on Whittington Way recommended to the Council today, but not included in the Masterplan. Also, he asked whether the Steering Group will be expanded to include Bishops Stortford Town Council, HCC and non-statutory stakeholders such as the Civic Federation and OTTRA (the only such stakeholders to give evidence to the District Plan hearings on Bishop's Stortford South) as required by District Plan policies BISH5 and DES1.

In reply, the Leader reiterated that Council was being asked to consider a framework only and that there was still a long way to go in terms of adding the detail. The steering group would continue to meet, although the date for the next meeting had yet to be scheduled. Master planning was a policy within the District Plan and it was intended that such groups would be established for all of the strategic sites as they came forward.

The steering group had included representative councillors from town, district and county council as well as Thorley Parish Council, officers and the developers. Other statutory and non-statutory stakeholders could also be invited to particular meetings to consider relevant topics. There had been extensive discussions around traffic

movement on site and off site, the siting of the school and the importance of having sustainable transport options in at the beginning.

The Leader commented that Bishop's Stortford South or BISH5 in the plan was a site for around 750 homes, some of which in the region of 142, were in the parish of Bishop's Stortford, with the remainder in the parish of Thorley. However, in terms of District Plan and development management policies it was one site, so there appeared to be a misunderstanding in the question about lines on a map.

In terms of traffic congestion, the Leader stated East Herts' commitment to implementing the Hertfordshire County Council LPT4, which put pedestrians at the forefront. It would be important to put in place options right from the beginning, so cycle ways had to work, pedestrians had to feel safe and getting to school must be easy. She concluded by commenting that the County Council would have objected to the Plan if it felt traffic levels would be unacceptable, just as the Inspector did not find this an issue.

Mr Arnott confirmed that he had received an invitation to the next steering group meeting on 2 August 2018.

In reply to a supplementary question on the timing of the framework, the Leader reiterated the work still to be done and reminded Members that the Inspector had made it clear that the Council should take note of the developers' aspirations on timescales and should not be an impediment to any planning applications.

134 EXECUTIVE REPORT - 12 JUNE AND 17 JULY 2018

The Chairman reminded Members that some elements of the Executive report contained exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972. As such, if any Member wished to refer to any exempt details, then the press and public could be excluded from the meeting.

RESOLVED – that the Minutes of the Executive meetings held on 12 June and 17 July 2018 be received.

(see also Minutes 135 – 143)

135 GILSTON AREA CONCEPT FRAMEWORK

Council considered a report seeking approval of the Gilston Area Concept Framework (July 2018). The Leader of the Council advised that the Inspector had found the proposed District Plan to be “sound”, and as such, would be submitted for formal adoption to an Extraordinary Council meeting on 11 September 2018.

In relation to the Gilston Area Concept Framework, Councillor R Brunton praised the efforts of Officers, the Leader and members of the local community to reach this stage.

The Leader moved, and Councillor E Buckmaster seconded, the recommendation now detailed. After being put to the meeting, and a vote taken, the recommendation was declared CARRIED.

Council approved the recommendation now detailed.

RESOLVED – that the Gilston Area Concept Framework version dated July 2018, as detailed at Essential Reference Paper 'B' to the report submitted, be agreed as the final version for the purposes of considering Recommendations (A) and (C) made by the Executive on 12 June 2018 under Minute 46.

(see also Minute 134)

136 BISHOP'S STORTFORD SOUTH MASTER PLANNING FRAMEWORK

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Council considered the Executive's recommendations in respect of the Masterplan Framework for the Bishop's Stortford South site.

Councillors J Wyllie and Mrs D Hollebon referred to local opposition to the identification of this site for development purposes, and spoke of the need to get the best deal possible. They hoped that due regard would be given to the Neighbourhood Plan, especially in terms of traffic congestion on Whittington Way. They also referred to the need for starter homes and the importance of quality house design.

The Leader commented that all these points would be taken on board by the steering group and highlighted the additional recommendation sought by the Executive in respect of seeking high quality employment opportunities.

Councillor L Haysey moved, and Councillor S Rutland-

Barsby seconded, a motion that the recommendations now detailed be approved. After being put to the meeting and a vote taken, the motion was declared CARRIED.

Council approved the recommendations now detailed.

RESOLVED – that (A) the Masterplan Framework for Bishop’s Stortford South, as detailed at Essential Reference Paper ‘B’ to the report submitted, be agreed as a material consideration for Development Management purposes; and

(B) the recommendation in (A) above be subject to the Council seeking the delivery of employment uses and buildings which support high quality employment opportunities reflecting the strategic location of the site in relation to innovative and expanding employment hubs.

(see also Minute 134)

137 SAWBRIDGEWORTH MASTERPLANNING FRAMEWORKS - LAND TO THE NORTH OF AND SOUTH OF WEST ROAD

Council considered the Executive’s recommendation in respect of Masterplan Frameworks for two sites in Sawbridgeworth – Land to the north of and to the south of west Road.

Councillor E Buckmaster commented on his experience of the process which he found to be very constructive and commended it to other Members, where such frameworks would be coming forward.

Councillor E Buckmaster moved, and Councillor A Alder seconded, a motion that the recommendation now detailed be approved. After being put to the meeting and a vote taken, the motion was declared CARRIED.

Council approved the recommendation now detailed.

RESOLVED – that the Masterplanning Frameworks for:

- (i) Land to the north of West Road (SAWB2)
- (ii) Land to the south of West Road (SAWB3)

as detailed at Essential Reference Papers 'B' and 'C' to the report submitted, be agreed as material considerations for Development Management purposes.

(see also Minute 134)

#### 138 HERTFORD THEATRE CAPITAL DEVELOPMENT

Council considered proposals for capital development of Hertford Theatre. Officers provided a presentation of the current situation and the options for future development.

Councillor E Buckmaster referred to the comments of the Overview and Scrutiny Committee and how these had been taken on board.

Councillor E Buckmaster moved, and Councillor L Haysey seconded, a motion that the recommendations now detailed, be approved. After being put to the meeting and a vote taken, the motion was declared CARRIED.

Council approved the recommendations now detailed.

RESOLVED – that (A) the views of Overview and Scrutiny Committee and the Executive as described in paragraph 13 of the report submitted, be received;

(B) the capital investment for the Growth and Legacy Option, as now submitted, be approved;

(C) following the request from Overview and Scrutiny Committee, increased member involvement and engagement as the project develops, be noted; and

(D) subject to funding approval, delegated authority to make decisions relating to the Theatre development project is provided to the Executive Member for Health and Wellbeing with the support of a Theatre project board, comprising the Executive Members of Health and Wellbeing and Finance and Support Services, the Head of Operations, the Chief Finance Officer and a Director.

(see also Minute 134)

139 BRENT PELHAM CONSERVATION AREA APPRAISAL AND  
MANAGEMENT PLAN

Council considered the recommendations of the Executive in respect of the Brent Pelham Conservation Area Appraisal and Management Plan.

Councillor S Rutland-Barsby praised the continuing efforts of the Conservation team.

Councillor S Rutland-Barsby moved, and Councillor E Buckmaster seconded, a motion that the recommendations now detailed, be approved. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

Council approved the proposals now detailed.

RESOLVED – that (A) the responses to the public consultation be noted and the Officer responses and proposed changes to the Brent Pelham Conservation Area Character Appraisal and Management Proposals be supported;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and

(C) the Brent Pelham Conservation Area Character Appraisal and Management Proposals be supported for adoption.

(see also Minute 134)

140 CRABBS GREEN CONSERVATION AREA APPRAISAL AND  
MANAGEMENT PLAN

Council considered the recommendations of the Executive

in respect of the Crabbs Green Conservation Area Appraisal and Management Plan.

Councillor S Rutland-Barsby moved, and Councillor M Allen seconded, a motion that the recommendations now detailed, be approved. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

Council approved the proposals now detailed.

RESOLVED – that (A) the responses to the public consultation be noted and the Officer responses and proposed changes to the Crabbs Green Conservation Area Character Appraisal and Management Proposals be supported;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and

(C) the Crabbs Green Conservation Area Character Appraisal and Management Proposals be supported for adoption.

(see also Minute 134)

141 LITTLE AMWELL CONSERVATION AREA APPRAISAL AND  
MANAGEMENT PLAN

Council considered the recommendations of the Executive in respect of the Little Amwell Conservation Area Appraisal

and Management Plan.

Councillor S Rutland-Barsby moved, and Councillor J Jones seconded, a motion that the recommendations now detailed, be approved. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

Council approved the proposals now detailed.

RESOLVED – that (A) the responses to the public consultation be noted and the Officer responses and proposed changes to the Little Amwell Conservation Area Character Appraisal and Management Proposals be supported;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and

(C) the Little Amwell Conservation Area Character Appraisal and Management Proposals be supported for adoption.

(see also Minute 134)

142 GREAT HORMEAD CONSERVATION AREA APPRAISAL AND  
MANAGEMENT PLAN

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Council considered the recommendations of the Executive in respect of the Great Hormead Conservation Area Appraisal and Management Plan.

Councillor S Rutland-Barsby moved, and Councillor T Stowe seconded, a motion that the recommendations now detailed, be approved. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

Council approved the proposals now detailed.

RESOLVED – that (A) the responses to the public consultation be noted and the Officer responses and proposed changes to the Great Hormead Conservation Area Character Appraisal and Management Proposals be supported;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and

(C) the Great Hormead Conservation Area Character Appraisal and Management Proposals be supported for adoption.

(see also Minute 134)

143 OLD RIVER LANE

Council considered a report in respect of Old River Lane, Bishop's Stortford, seeking approval for delivery models for each aspect of the scheme and the procurement method. Council also noted the successful application for gap funding from the Hertfordshire Local Enterprise

Partnership (LEP).

The Leader expressed her appreciation to the efforts of officers and members of the Delivery Board.

Councillor G Williamson moved, and Councillor D Andrews seconded, the recommendations as now detailed. After being put to the meeting, and a vote taken, the recommendations were declared CARRIED.

Council approved the recommendations now detailed.

RESOLVED – that (A) the comments and suggestions from the Overview and Scrutiny committee held on 19 June 2018 (set out in summary at paragraph 2.6 of the report submitted) be noted;

(B) as recommended by the Executive on 17 July, the suggested delivery models for the three parts of the scheme be approved as follows:

- Northgate End: Direct Delivery
- Core ORL Site: Development Agreement
- Arts Centre: Direct delivery, with developer taking overarching project management role for all of core ORL site.

(C) as recommended by the Executive on 17 July 2018, officers be instructed to proceed with procurement, splitting the whole scheme into two parts, with two parallel procurement processes (Option 2 as set out in paragraph 2.4 of the report submitted); and

(D) subject to (C) above, in noting the budget for the next stage of development is £480,000, the use of LEP resources to fund it, be approved.

(see also Minute 134)

144 SCRUTINY ANNUAL REPORT 2017/18

Councillor M Allen, on behalf of the 2017/18 Scrutiny Chairmen, presented the Scrutiny Annual report 2017/18.

Councillor M Allen moved, and Councillor M Casey seconded, a motion that the recommendation now detailed be approved. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

Council approved the report for publication.

RESOLVED – that the Annual Report on the work of the East Herts scrutiny committees during 2017/18 be received and approved for publication.

145 POSITION STATEMENT ON SINGLE USE PLASTICS

The Executive Member for the Environment and the Public Realm submitted a report setting out the Council's position on single use plastics and the principles that the Council will follow in order to reduce, reuse and recycle such plastics. He corrected Essential Reference Paper 'A' of the report submitted in that both Hertfordshire Waste Partnership and North Hertfordshire District Council had been consulted.

Councillor G McAndrew moved, and Councillor C

Woodward seconded, a motion that the recommendations now detailed, be approved. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

Council approved the proposals as now detailed.

RESOLVED – that (A) the position and principles statement, as detailed at Essential Reference Paper ‘B’ to the report submitted, be adopted by the Council; and

(B) officers develop actions and incorporate them into future Medium Term Financial Plan proposals.

#### 146 MEMBERS' ALLOWANCES 2018/19

The Head of Legal and Democratic Services submitted a report detailing the recommendations of the Independent Remuneration Panel (IRP) for the Members' Allowances Scheme 2018/19.

Councillor P Boylan commented on the IRP's proposals in respect of the Special Responsibility Allowances (SRA) for the Chairmen of Human Resources and Licensing Committees.

Councillor D Andrews expressed the view that the previously used “multiplier” for SRAs had been easier to understand and that the emphasis should be on the responsibility of the role rather than attendance numbers. He referred to the role of Chairman of Licensing Committee and the depth of activity “below the surface” and invited the Monitoring Officer to emphasise this within the next review.

In response, the Head of Legal and Democratic Services explained the rationale of the IRP in making their recommendations.

Councillor L Haysey moved, and Councillor I Devonshire seconded, a motion that the recommendations now detailed, be approved. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

Council approved the recommendations now detailed.

RESOLVED – that in respect of Members’ Allowances for 2018/19, (A) a 2% increase in the basic allowance be approved;

(B) a 1% increase in the special responsibility allowance be approved, except for the Chairmen of the Licensing and Human Resources Committees where there will be no change;

(C) a special responsibility allowance of £2,200 to the Vice Chairman of the Development Management Committee, be approved;

(D) no change to the allowances be made to the Chairman and Vice Chairman of the Council;

(E) no change to the Carers and Dependents allowance be made, however the word ‘maximum’ be removed and the Leader be authorised to have discretion to agree claims over and above the amounts and Council agree to review its current approach to carers allowances to ensure flexibility;

(F) no change to the mileage allowances be made;

(G) the subsistence allowances be changed with the deletion of breakfast (of more than four hours including the period between 12 noon and 2pm), tea provisions of more than 4 hours ending after 7pm between 2.30 and 7pm and an increase to evening meals to £15.20 in line with officer payments be approved; and

(H) the Members' Allowances Scheme be reviewed in 2020.

147 WALKERN NEIGHBOURHOOD PARISH PLAN 2017 - 2033

The Leader of the Council submitted a report seeking approval to adopt the Walkern Neighbourhood Parish Plan following the Referendum of 5 July 2018. Council noted the outcome of the Referendum with an overall 'yes' vote of 515 against 25 who voted 'no'. Under the Planning and Compulsory Purchase Act 2004 (as amended by the Neighbourhood Planning Act 2017), the Council was now able to make the Neighbourhood Plan as more than half of those voting in the Referendum had voted in favour of the Plan being used to determine planning applications in the area.

Councillor L Haysey moved, and Councillor K Crofton seconded, a motion that the recommendation now detailed, be approved. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

Council approved the recommendation now detailed.

RESOLVED – that the Walkern Parish Neighbourhood Plan, as detailed at Essential Reference Paper ‘B’ to the report submitted, be formally ‘made’ and used as part of the Development Plan.

148 PERFORMANCE, AUDIT AND GOVERNANCE SCRUTINY COMMITTEE: MINUTES - 13 MARCH 2018

RESOLVED – that the Minutes of the Performance, Audit and Governance Scrutiny Committee meeting held on 13 March 2018, be received.

149 OVERVIEW AND SCRUTINY COMMITTEE: MINUTES - 17 APRIL AND 19 JUNE 2018

RESOLVED – that the Minutes of the Overview and Scrutiny Committee meetings held on 17 April and 19 June 2018, be received.

150 HUMAN RESOURCES COMMITTEE: MINUTES - 18 APRIL 2018

RESOLVED – that the Minutes of the Human Resources Committee meeting held on 18 April 2018, be received.

151 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES - 25 APRIL AND 23 MAY 2018

RESOLVED – that the Minutes of the Development Management Committee meetings held on 25 April and 23 May 2018, be received.

The meeting closed at 8.44 pm

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