



Minutes of the Sarratt Parish Council held on Tuesday 16th January 2018 in The Village Hall, The Green, Sarratt.

Present:

**Councillor S Dobson.
Councillor J E Gell
Councillor M Groom
Councillor N Mortimer
Councillor M Musk
Councillor A Soothill**

In Attendance:

**Mrs J Dawes, Clerk to the Council
9 Members of the public**

Action

202/17 APOLOGIES AND ANNOUNCEMENTS

Apologies were received from Councillors D Turner, D B Rees and P Thorp and District Councillor Marilyn Butler.

The reporter from spotlight was unable to attend, Councillor Dobson agreed to write an article.

203/17 DECLARATIONS OF INTEREST

There were none.

204/17 MINUTES

It was proposed by Councillor Gell, seconded by Councillor Dobson and **RESOLVED** that the minutes of the meeting of the Parish Council held on Tuesday 12th December 2017 be signed as a true record.

205/17 MATTERS ARISING AND ACTION TRACKER

Arising from minute 200/17 Councillor Turner had written to the Doctors surgery and subsequently had a length telephone conversation with the practice lead who gave assurances that the opening issues were the result of a unplanned period of staff absences and normal service would resume. There were no plans to remove or downgrade the service provided at the Sarratt surgery.

The Clerk is due to have a meeting with the housing officer about how we can move forward with ensuring that people needing housing in Sarratt were recorded in some way. She was asked to inform Councillor Soothill if there was any update before the end of the month prior to the next SCCF meeting.

The Clerk had asked HAPTC whether it would be able to fund the panic alarms and was awaiting an answer. She was asked to find out the costings for the next meeting.

Clerk

The speed restriction signs in Dunny Lane and Bucks Hill would remain the property of Hertfordshire County Council and as such they would not be supplying the codes for access to the data. They would however send the data to us on a regular basis.

The order has been placed to have the George V Way verge cleared. The Clerk was asked to contact the nursery regarding trees and shrubs to replant the area.

Clerk

The Clerk was asked add target dates to the outstanding actions.

Clerk

206/17 REPORTS FROM REPRESENTATIVES TO OTHER BODIES

Councillor Musk had attended a meeting of the Village Hall Committee. Parking is becoming an issue for a number of functions. They were looking for volunteers to do the St Georges Day dinner. They were also looking to submit a new planning application with revised plans. It was unclear at this stage whether the proposal included the area in front that formed part of the Village Green. Thanks were expressed to the Council for approving next year's grant.

Councillor Gell reported that the Chandlers Cross Residents Association were looking into the possibility of fibre broadband being brought into the area and had asked if the Council could help. He was asked to obtain a formal request on what help they were looking for, it was noted that the Council had purely acted as a contracting agent for the collection of money and forward payment to BT in the Commonwood case.

JG

207/17 CLERKS REPORT

The Clerks report is attached to these minutes.

208/17 LEAD COUNCILLORS REPORT – PLANNING

In view of the fact that the Parish Council had not been informed of the Mulberry Bush going to Committee the Clerk was asked to keep check of what was happening with the RBL site to ensure that we are prepared to attend the TRDC Planning Committee should it be referred there.

Clerk

209/17 PLANNING APPLICATIONS

It was **RESOLVED** that the following observations be made on the planning applications as shown on the attached sheet.

210/17 DECISIONS

The decisions made by Three Rivers District Council on the attached sheet were noted.

211/17 ENFORCEMENT

The latest enforcement actions were note. Thanks was again expressed to the TRDC Planning officer for keeping the Council informed.

212/17 LEAD COUNCILLORS REPORT - POLICY & RESOURCES

Clerk

213/17 QUARTER 2 BUDGET MONITORING REPORT

The Clerk presented the quarter 2 budget monitoring report and updated the Council on the current balances. At this moment in time a small surplus is forecast for year-end and it was agreed that this would be transferred to reserves to help bring them back to the policy figure of 50% of Precept. It was proposed by Councillor Musk, seconded by Councillor Dobson and **RESOLVED** that the Q2 report be approved.

214/17 VILLAGE WEBSITE

Councillor Soothill had circulated the attached paper regarding the proposals for the village website and the need to update the parish site. It was noted that Councillors Turner, Soothill and Dobson sit on the working group involved in bringing the new website to the parish. Councillor Soothill and the Clerk had met with the developer and the issues they had raised about data protection ownership, etc. It was proposed by Councillor Mortimer, seconded by Councillor Musk and **RESOLVED** that the Council move forward and migrate its website to the new community site.

215/17 PANIC ALARMS

This was covered in the Clerks report.

216/17 APPROVAL OF CHEQUES

It was proposed by Councillor Dobson seconded by Councillor Mortimer and **RESOLVED** that the cheques for November and December be approved.

217/17 LEAD COUNCILLORS REPORT – ENVIRONMENT

Centrewire had replaced the broken gate with a replacement which was not only damaged but also too small.

We have received a consignment of gates from the new supplier, permission from land owners to replace 2 of the stiles with gates is required. The Clerk would write to them.

Clerk

Councillor Mortimer had been in contact with Thames Valley Police to discuss ways that we could work with them on the borders of the parish.

A request for an A board on The Green had been received from the shop and was approved.

218/17 DAMAGE & PARKING ON THE GREEN

Councillor Mortimer and the Council's contractor had witnessed damage to the Green in front of the school by the school's contractor. The Council were very disappointed that the Head Teacher had not responded to the Clerks telephone messages and emails with the invitation to attend this meeting.

A number of methods to prevent vehicles driving on The Green in this location were discussed and it was agreed that a number of large logs be purchased for problem areas and create a natural barrier. The logs would be pinned into place to prevent movement.

Further damage had been caused by British Telecom servicing the boxes opposite Red Lion Lane and at the far end of the Green by a farmer delivering hay.

Clerk

It was agreed that enough large logs be purchased to cover all problem spots. It was further agreed that the Clerk should again send a letter to all residents on The Green informing them that any future damage in areas where deliveries or builders would be charged for the repair. It was agreed that the school and BT should be invoiced for the repairs on this occasion.

The parking on the footpath at school pick up and drop off times was again discussed. The area is becoming a hazard to pedestrians the drawback of any work that the Council might wish to do to alleviate the problem would incur a substantial cost as secretary of state permission would be required.

The Council would think of alternative options and bring back to a future meeting to discuss fully.

219/17 FOOTPATHS

The invoice for strimming the footpaths would be submitted next week. The Clerk was asked to enquire whether SA15 & 17 had been done by HCC volunteers

Clerk

220/17 TELEPHONE BOXES

The Clerk had circulated a paper. The telephone boxes were now the property of the Council. It was agreed that in the first instance the boxes would be cleaned and painted and any shrubbery cut back to allow visibility. Councillor Gell would keep an eye on the Bucks Hill box and another Councillor is to be sought to monitor the Chandlers Cross box, A final decision will be made for their use at a future meeting.

221/17 CRIME AND ANTISOCIAL BEHAVIOUR

The latest newsletter had been circulated but there had been no contact with Hertfordshire Police.

222/17 LEAD COUNCILLORS REPORT – HIGHWAYS

Councillor Gell updated the Council on the current position. The Highways engineer would be visiting Bucks Hill to look for the ideal position for the VA Sign.

223/17 CORRESPONDENCE

There was none.

224/17 PUBLIC QUESTION TIME

There was none.

225/17 COUNCILLORS QUESTION & COMMENTS

The editor of Spotlight had thanked the Parish Council for its recent articles. Councillor Soothill reminded Councillors that as it had agreed to a new website it would be a good idea to update Councillor profiles ahead of the migration.

226/17 DATE OF NEXT MEETING

The next meeting will be held on Tuesday 20th February 2018 at 7.30 pm in the back room of the Village Hall.

The meeting closed at 9.30 pm

Clerks Report January 2018

As we start a new year and head into the final quarter of the financial year there has been a lot accomplished.

A new supplier was sourced for the gates. An order was placed on Friday 5th January and the gates arrived on Tuesday 9th. Probably one of the quickest delivery times I've come across.

The new memorial benches have been ordered and will arrive in the coming weeks.

We took ownership of the two red phone boxes on 2nd January. My proposals are to be discussed later in the agenda.

The invoice to BT for the Commonwood Broadband has finally been received and paid. Refunds have been issued to all parties for the VAT and extra connections. Each connection received back £131.36. We no longer hold any money other than the our own. Thanks have been expressed to the Council for our assistance in the matter.

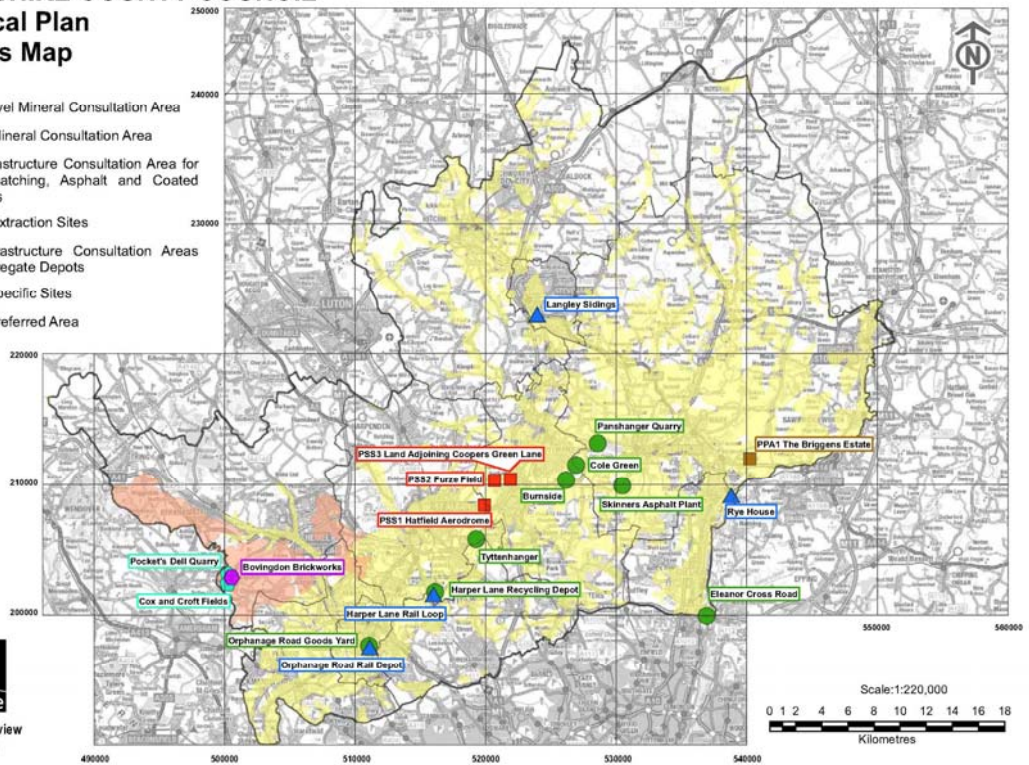
The auditor will be attending on 18th January to carry out the interim audit.

I checked through the mineral plan consultation and no quarrying is proposed in Sarratt.

**HERTFORDSHIRE COUNTY COUNCIL
Minerals Local Plan
Draft Policies Map**

KEY

- Sand & Gravel Mineral Consultation Area
- Brick Clay Mineral Consultation Area
- Mineral Infrastructure Consultation Area for Concrete Batching, Asphalt and Coated Stone Plants
- Brick Clay Extraction Sites
- Mineral Infrastructure Consultation Areas for Rail Aggregate Depots
- Proposed Specific Sites
- Proposed Preferred Area



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New Applications Received Between 01/01/2018 and 30/01/2018

Item No : 209/17

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
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New Application

17/2425/FUL

08/01/2018	Jake Shiels	Ms Rooney	Sarum Templepan Lane Chandlers Cross
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Proposal : Demolition of existing dwelling and outbuildings and construction of replacement two storey dwelling with alterations to drive and installation of new access

Observations : The Parish Council had no objections to this application

17/2513/FUL

08/01/2018	Freya Clewley	Ms L Ashby	Redhall Lodge Redhall Lane Chandlers Cross WD3 4LS
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Proposal : Two storey rear extension, first floor extension and alterations to the porch, insertion of rooflights to garage roof and alterations to fenestration

Observations : The Parish Council had no objection to this application

17/2516/PDNA

08/01/2018	Lauren Edwards	Mr M Neal	Great Sarratt Hall Farm The Green Sarratt WD3 4PD
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Proposal : Permitted Development Notice Agriculture. Proposed erection of new agricultural building

*****Please Note this is a permitted development applications*****

Observations : The Parish Council strongly object to this applications. The area that it is proposed to be built is in the AONB and covered by The Watford Rural District Council (Town and Country Planning) (Direction Restricting Permitted Development) (Sarratt) Order 1963 and therefore a full planning application should be submitted

17/2517/CLED

08/01/2018	Matthew Roberts	Mr Chapman	Green End Business Centre 93A Church Lane Sarratt WD3 6
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Proposal : Certificate of existing use: use of land as Overflow car park in association with business park

Observations : The Parish Council had no objections to this application

Applications Received :- 4

NOTIFICATIONS OF PLANNING DECISIONS FROM Three Rivers District Council

Minute Ref 210/17

Mon 8 January 2018

District Ref

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

C 17/2169/FUL Approved
District COMMENT

The Mulberry Bush

Local COMMENT The Parish Council strongly object to this application and request that if officers are minded to approve it is called into committee

The application is for a new dwelling in the Greenbelt for which no special circumstances are being demonstrated.

The proposal is inappropriate development to the detriment of the AONB and The Green Belt

The inspectors decision of 28th January should be upheld

E 17/2326/FUL Approved

Micklefield Hall Farm

C 17/2390/FUL Approved
District COMMENT Approved

The Orchard, The Green

Local COMMENT The parish council strongly objects the variation of condition 3 on this property and fully supports the original decision of the district council to apply this condition

17/2357/FUL Refused

Harrietts End

Local Comment

District Comment
The proposed development would be materially larger than the existing dwelling and would therefore be inappropriate development and would result in harm to the openness of the Green Belt.

The parish council has no objection to this application providing the officers are satisfied that the increase in floor area does not exceed the permitted size

It is considered that very special circumstances do not exist to outweigh the harm of the development to the Green Belt.

As such the proposal is contrary to Policy CP11 of the Core Strategy (adopted October 2011), Policy DM2 of the Development Management Policies LDD (adopted July 2013) and the NPPF.

Sarratt Parish Council: New website proposal

Background

In Q3 we received a grant application from the Sarratt Community Foundation to help set up a new village website. At the same time, we were considering budgeting monies in 2018/19 to revamp the SPC website as it was running out of capacity and couldn't support the move to digital that we planned. We considered that as a small community, it wasn't appropriate to spend Precept funds twice to design and implement two separate solutions when potentially one solution could serve all needs and provide a better, more integrated, new website for the village.

Subsequently, the Clerk and I met with the developer and representative from SCCF to look at the plans for the new website, answer some key questions and discuss options. As a result, all of our key concerns were addressed and the SCCF graciously agreed that the launch of the new website be delayed until February 2018 to allow for SPC's participation in the first phase should a decision to go ahead be made at January's Council meeting.

Given that the existing SPC website is dated and running out of capacity, the key decision is what risk and costs profile we wish to adopt to provide a solution.

The Proposal

The developer provided clarification on a number of questions regarding the solution:

- Hosting and Backup - cloud based (<https://www.eukhost.com/>), including website backup and 24/7 support, with effectively no limit on capacity.
- Data Protection – new website will be compliant with the new GDPR regulations coming in May 2018.
- Segregation – the parish council section will be set up as a separate 'tab' on the site with access to content and administration restricted to SPC only.
- Redesign - the existing SPC website pages would be redesigned and modernised, keeping in line with the new sarrattvillage.co.uk website.
- Migration - all content would be migrated over to the new platform, including all past PDFs and Word Doc's.
- URL – SPC would keep its existing web address, simply repointing to the new domain.
- Email – New SPC email addresses would be set up separately from the new platform.

The cost to build the new parish council website and to migrate all existing materials is £2,800. There would also be an ongoing site hosting and management charge of £100 pa (reduced from £100 pcm).

The Alternatives

There are two alternatives to the proposal put forward:

1. Do nothing – continue as is with the existing website at minimal cost, but abandon ambitions to retain an online archive of parish council material and delete older material to make space for new agendas etc on a rolling (annual?) basis.

2. Stand-alone solution – Redesign the SPC website and migrate all materials to a new platform in isolation of the new village website. Costs would be significantly cheaper Set up fee £300, annual service charge £399, email accounts £50 per annum, which includes migration of data.

Recommendation

The proposal as presented provides an opportunity to kill two proverbial birds with one stone – provide the much-needed upgrade to the Parish Council website at minimal risk and help to deliver a new community website.

There is a significant setup cost, but we would have considered providing the majority of that as a grant anyway and the proposal provide the opportunity for the Council to fulfil its role in binding the community together and providing a platform (literally) to advance our community, whilst mitigating some of the risks we have in delivering a new capability on our own.

The alternative option 1 is not considered to be viable. Option 2 whilst appearing to be cheaper initially, over a five year term would be broadly equivalent in cost to the proposal without the advantages of promoting the new community website.

The recommendation is to move forward with the proposal and migrate our existing content to the new community site for launch in February 2018 at a one-off cost of £2,800 and a further £100 per annum site management and hosting fee.

Anthony Soothill
Vice-Chair, SPC