



Minutes of the Annual Statutory Meeting of the Sarratt Parish Council held on Tuesday 9th May 2017 in The Village Hall, The Green, Sarratt.

Present:
Councillor A M Soothill
Councillor D Turner
Councillor J E Gell
Councillor N Mortimer
Councillor M Musk
Councillor D B Rees
Councillor P Thorp

In Attendance: Mrs J Dawes, Clerk to the Council
23 Members of the public

Action

- 1/17 **ELECTION OF CHAIRMAN**
It was proposed by Councillor Rees, seconded by Councillor Mortimer and **RESOLVED** that Councillor David Turner be appointed Chairman for the year 2017/18
- 2/17 **DECLARATION OF ACCEPTANCE OF OFFICE**
The declaration of Acceptance of Office was signed.

Councillor Turner thanked Councillor Soothill for his service as Chairman over the past years.
- 3/17 **ELECTION OF VICE CHAIRMAN**
It was proposed by Councillor Turner, seconded by Councillor Mortimer and **RESOLVED** that Councillor Anthony Soothill be appointed Vice Chairman for the year 2017/18
- 4/17 **APOLOGIES AND ANNOUNCEMENTS**
Apologies for absence were received, recorded and accepted from Councillors Dobson and Groom,
- 5/17 **DECLARATIONS OF INTEREST**
There were no declarations of interest in items on the agenda.
- 6/17 **APPOINTMENT OF LEAD MEMBERS OF WORKING GROUPS**
It was proposed by Councillor Musk, seconded by Councillor Gell and **RESOLVED** that the following appointments as lead member and deputies were made:-

Policy & Resources – Lead Councillor Thorp, deputy Councillor Dobson

Highways – Lead Councillor Gell, deputy Councillor Groom

Environment – Lead Councillor Mortimer, deputy Councillor Musk

Planning – Lead Councillor Rees, deputy Councillor Soothill.

7/17 **APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES**

It was proposed by Councillor Mortimer, seconded by Councillor Musk and **RESOLVED** that the following be elected onto the outside bodies.

King George V Trustees	Cllrs Soothill & Mortimer
Sarratt Village Hall	Cllr Musk
Days Charity	Cllr Rees
London Green Belt Council	Cllr Gell
Joint Committee of Parish Councils	Chair, Vice Chair and Clerk
Environmental Forum	Councillor Mortimer
HAPTC	Chair & Clerk
Belsize Residents Association	Cllr Musk
Chandlers Cross Residents Association	Cllr Gell

8/17 **REVIEW OF STANDING ORDERS**

It was proposed by Councillor Thorp, Seconded by Councillor Gell and **RESOLVED** that the amended Standing Orders were adopted. The Financial Regulations to be deferred to next month to allow time for review.

9/17 **REVIEW OF ASSET REGISTER**

The Asset register review was deferred to allow time for the clerk to ensure the values are correct on all assets

Clerk

10/17 **REVIEW OF COUNCILS RISK ASSESSMENT REGISTER**

It was proposed by Councillor Thorp, seconded by Councillor Mortimer and **RESOLVED** that the Risk Assessment register be approved

11/17 **REVIEW OF MEMBERSHIP OF OTHER BODIES**

The existing list of memberships was approved. The Clerk was asked to check the budget settings on the report.

12/17 **REVIEW OF COUNCILS COMPLAINTS PROCEDURE**

The Complaints Procedure was reviewed. It was proposed by Councillor Mortimer, seconded by Councillor Gell and **RESOLVED** that the Complaints Procedure be adopted.

13/17 REVIEW OF COUNCILS PROCEDURES FOR HANDLING FREEDOM OF INFORMATION REQUESTS

The Council's Procedures for handling Freedom of Information Requests were reviewed. It was proposed by Councillor Thorp, seconded by Councillor Musk and **RESOLVED** that the procedure be adopted.

14/17 POLICY ON DEALING WITH THE PRESS AND MEDIA

It was proposed by Councillor Mortimer, seconded by Councillor Musk and **RESOLVED** that the Policy on Dealing with the Press and Media be adopted

15/17 MINUTES

It was proposed by Councillor Mortimer, seconded by Councillor Gell and **RESOLVED** that the minutes of the meeting held on 11th April 2017 be signed as a true record.

16/17 MATTERS ARISING AND ACTION TRACKER

The Action tracker was deferred to the next meeting. There were no matters arising.

17/17 REPORTS FROM REPRESENTATIVES TO OTHER BODIES

Councillor Musk had attended the meeting of the Village Hall Management Committee. The proposals for the alterations to the front of the hall were being reconsidered due to costs.

Councillor Soothill had attended the inaugural meeting of the new Batchworth Parish Council

18/17 CLERKS REPORT

There was no clerks report.

19/17 LEAD COUNCILLORS REPORT – PLANNING

Councillor Rees presented the report for Planning. The planning application for the proposals at Fir Trees had been received. As there were a number of people present it had been agreed that one person would speak in favour and one against the proposal. The developers were invited to present their application. The application was treated in the usual manner. Mr Sandison spoke against the application. Mr Harold spoke in favour.

The meeting was adjourned for 5 minutes after deliberations on the application.

20/17 PLANNING APPLICATIONS

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

21/17 DECISIONS

The decisions on the attached sheet were noted.

22/17 PLANNING APPEAL

There were three planning appeals determined.

Templepan Farm, Templepan Lane	Dismissed
The Farmhouse Finches Avenue	Dismissed
Hollymead, Bucks Hill	Dismissed

23/17 ENFORCEMENT MATTERS

The enforcement actions were noted.

24/17 LEAD COUNCILLORS REPORT - POLICY & RESOURCES

There was no report

25/17 COUNCIL OFFICE OPENING HOURS

Councillor Thorp presented the report on the opening hours of the office. It was proposed by Councillor Thorp, seconded by Councillor Mortimer and **RESOLVED** that the revised opening times should be

Monday and Wednesday	1.00pm to 4.00 pm
Tuesday, Thursday and Friday	9.00am to 12.00 noon

By appointment at any other time outside this.

26/17 APPROVAL OF CHEQUES

It was proposed by Councillor Thorp, seconded by Councillor Mortimer and **RESOLVED** that the cheques to the value of £6,732.20 as attached to these minutes be approved.

27/17 LEAD COUNCILLORS REPORT – ENVIRONMENT

Councillor Mortimer reported that it was hoped that interviews would take place in the near future for a replacement warden. The gate for footpath SA31 should be here soon and will be fitted once received.

An application had been made for works to a willow on the The Green near Mortons pond.

He and Whitewoods be commencing works to tidy up the far end of the allotments in the coming week.

28/17 GREENS & FOOTPATHS

There was nothing to report

29/17 COMMONS MANAGEMENT PLAN

The draft report had been received and it had been agreed that it was not worth the money they were asking for it. It was agreed that the company be brought back in to explain its shortcomings.

30/17 LEAD COUNCILLORS REPORT – HIGHWAYS

There was very little to report on Highways. Resurfacing was presently being carried out at various locations around the parish. It was agreed that the works

to Sarratt Road in the Rosehall Green area should be carried out in the school holidays to mitigate the traffic problems.

31/17 PUBLIC QUESTION TIME

The council were reminded that the War Memorial would need to be cleaned this year.

District Councillor Hayward suggested that the Parish should email Councillor Ralph Sangster who was now the portfolio holder for highways.

A reminder of the Flower festival coffee morning was to be held on 12th May.

A reminder that the Annual Parish Meeting would be held on 23rd May.

32/17 COUNCILLORS QUESTION & COMMENTS AND CORRESPONDENCE

Thanks were again expressed to Councillor Soothill for his hardwork as Chairman over the last 4 years.

33/17 DATE OF NEXT MEETING

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

The meeting closed at 9.18 pm

Planning Applications

17/0488/FUL

26/04/2017 Scott Volker

Mr T Norris

The Mulberry Bush
Dawes Lane
Sarratt
WD3 6BQ

Proposal: Erection of agricultural workers dwelling with associated curtilage
Observations: The Parish Council objects strongly to this application on the grounds that the planning inspectors last decision should be upheld and that there is not enough evidence that the functional and financial need has been addressed

If officers are minded to approve this application the Parish Council requests that it is called into committee

17/0492/RSP

26/04/2017 Suzanne O'Brien

Mr Colin Manning

The Woodyard
The Green
Sarratt
Herts
WD3 6BH

Proposal Part retrospective construct new front boundary wall
Observations The Parish Council had no objection to this application. However it wish to obtain clarification on whether the application was to restore the wall on the original position to ensure protection of the conservation area.

17/0567/FUL

26/04/2017 Suzanne O'Brien

Mr M Murphy

Scrubbs Cottage
New Model Farm
Sarratt Road
WD3 6AJ

Proposal : Demolition of existing garage and erection of two storey and single storey side extensions, additional front dormer and alterations to fenestration

Observations : The Parish Council had no objection to this application as long as the district council are confident that it doesn't exceed the permitted size.

17/0618/FUL

26/04/2017 Freya Clewley

S & G Franklin and Knight

Cherry Tree Lodge
Finches Avenue
Redheath
WD3 4LN

Proposal : Single storey rear extension and alterations to the fenestration

Observations : . The Parish Council has no objection to this application

17/0653/OUT

26/04/2017 Mrs M Clarke

Mr P Phipps

Land to rear of Fir Trees
Dawes Lane
Sarratt
WD3 6BG

Proposal : Erection of 8 affordable dwellings with associated access and layout (appearance, landscaping and scale reserved)

Observations : The Parish Council have no objection to this application on condition that a locality agreement be put in place on the affordable housing such that parishioners and their families get priority on the affordable houses. If officers are minded to refuse this application the Council wishes to have the application called into Committee

17/0674/FUL

26/04/2017 Scott Volker

Mr D Holmes

6 Dawes Lane
WD3 6BB

Proposal : Removal of existing roof over existing single storey rear extension and construction of higher level roof to include first floor accommodation

Observations : The Parish Council has no objection to this application provided that the increase in roof height is no higher than number 8 and does not cause loss of light

17/0688/FUL

26/04/2017 Scott Volker

Mr G Davis

Dellfield House
Plough Lane
Sarratt
WD3 4NL

Proposal: Construction of detached outbuilding with accommodation in roofspace served by rooflights

Observations: The Parish Council has no objection to this application provided that its use remains ancillary to the main house and is not used for residential use.

NOTIFICATIONS OF PLANNING DECISIONS FROM Three Rivers District Council

Minute Ref 21/17

Wed 26 April 2017

District Ref

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

Page No : 1

GRANTED PLANNING PERMISSIONS

E 17/0308/FUL

Approved

Sarratt Lodge

17/0415/PDA

Approved

Barn Redlion Lane

REFUSED PLANNING PERMISSIONS

E 17/0351/FUL

Refused

R/o The Woodyard

C 17/0372/FUL

Refused

Poplars

District COMMENT Refused -

Local COMMENT The Parish Council has no objection to this application.

The proposed side dormer window together with past extensions would be disproportionate to the original dwelling house and would be an inappropriate form of development in the Green Belt by reason of the scale of the dormer resulting in additional bulk to the roof of the dwelling. No very special circumstances have been provided which outweigh the inappropriateness of the other identified harm.

List of Payments made between 01/04/2017 and 30/04/2017

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/04/2017	Croxley Alarm Systems	100799	108.00		Alarm Service
01/04/2017	B Whiteward (Northwood)Ltd	100800	1,945.20		Groundwork
01/04/2017	JRB Treeworks	100801	450.00		Treeworks Quickmoor Common
01/04/2017	J Gell	100802	25.00		DBS Check
01/04/2017	M Groom	100803	25.00		DBS Check
01/04/2017	TBS Hygiene Ltd	100804	279.00		Dog Bins
01/04/2017	W Kent	100805	43.20		Wages
01/04/2017	Abbots Langley Parish Council	100806	100.00		Traveller removal service
01/04/2017	KGV	100807	53.82		Balance of grant
01/04/2017	CPM Playgrounds	100808	651.60		Play area repairs
03/04/2017	J Dawes	100809	1746.66		April Wages
03/04/2017	Sarratt Village Hall	100810	67.26		Room Hire
03/04/2017	HAPTC	100811	802.90		Subscription
26/04/2017	TBS Hygiene	100812	165.00		Dog bins
26/04/2017	Information Commissioner	100813	35.00		Renewal
26/04/2017	E.on	100814	171.93		Electricity
26/04/2017	Herts County Council	100815	62.63		Stationery

Total Payments 6,732.20