



**Minutes of the Annual Statutory Meeting of the Sarratt Parish Council held on Tuesday 18<sup>th</sup> July 2017 in The Village Hall, The Green, Sarratt.**

**Present:**  
Councillor D Turner  
Councillor S Dobson  
Councillor J E Gell  
Councillor Groom  
Councillor N Mortimer  
Councillor M Musk  
Councillor P Thorp

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

**Action**

- 55/17** **APOLOGIES AND ANNOUNCEMENTS**  
Apologies for absence were received, recorded and accepted from Councillor A M Soothill
- 56/17** **DECLARATIONS OF INTEREST**  
Councillor Rees declared an interest in planning application 17/1288/PDA Crestyl Barn, Watercress Farm Moor Lane.
- 57/17** **MINUTES**  
It was proposed by Councillor Mortimer, seconded by Councillor Gell and **RESOLVED** that the minutes of the meeting of the Parish Council held on 20<sup>th</sup> June 2017 be signed as a true record.
- 58/17** **MATTERS ARISING AND ACTION TRACKER**  
The Clerk updated the Council on matters on the action plan.
- 59/17** **REPORTS FROM REPRESENTATIVES TO OTHER BODIES**  
Councillor Mortimer and the Clerk had met with the representatives from the AGA Group regarding the management plan and they agreed that it was not fit for purpose and would redraft it.
- Councillors Turner, Gell Soothill and Thorp had attended the TRDC Planning Committee meeting to speak on behalf of the Council regarding the applications for Fir Trees and The Mulberry Bush.
- 60/17** **CLERKS REPORT**  
The Clerks report is attached to these minutes.

**61/17 LEAD COUNCILLORS REPORT – PLANNING**

Thanks were expressed to Councillor Soothill for representing the Council at the recent District Planning Committee. Thanks were also passed on to District Councillors Alex Hayward and Marilyn Butler for their involvement. The Council were pleased that successful enforcement action had been taken against the property in Sarratt Road but requested the Clerk enquire what action was being taken regarding the building at the rear of the cottage that was being let as a separated dwelling.

Clerk

**62/17 PLANNING APPLICATIONS**

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

**63/17 DECISIONS**

The decisions on the attached sheet were noted.

**64/17 LEAD COUNCILLORS REPORT - POLICY & RESOURCES**

**65/17 QUARTER 1 BUDGET MONITORING**

The Clerk presented the Council with the Q 1 budget and updated the meeting on the current financial position. It was proposed by Councillor Mortimer, seconded by Councillor Musk and **RESOLVED** that the report be approved.

**66/17 SUBSCRIPTIONS**

The Clerk presented the list of current subscriptions to other bodies. A question was raised regarding what the Parish Council received for its contribution to the Chilterns AONB as it was a substantial amount of money that was being paid each year and there was concern that the Board were not responding to consultations in the AONB. The Clerk would make enquiries to TRDC prior to paying this year's contribution.

**67/17 ASSET REGISTER**

The Clerk presented the Asset Register summary for 2017/18. It was proposed by Councillor Gell, seconded by Councillor Turner and **RESOLVED** that the summary be approved.

**68/17 PURCHASE OF TABLETS**

Discussions took place regarding the use of tablets in Council meetings rather than the Clerk printing off reams of paper. Most Councillors owned their own tablets that they could use in meetings and it was felt that this would be a good way forward. It was proposed by Councillor Thorp, seconded by Councillor Thorp, seconded by Councillor Turner and **RESOLVED** that the Clerk purchase 4 tablets for those Councillors who had no access to tablets at a cost of £139 each. A copy of the papers would be held in the office.

**69/17 HIRING OF VILLAGE GREEN POLICY**

The Clerk presented a new policy for the use of the Green for private functions. It was proposed by Councillor Mortimer, seconded by Councillor Turner and **RESOLVED** that the policy be adopted with the inclusion that there would be no music allowed and that events must stop at 7.00 pm. The Clerk was asked to prepare a schedule of fees for approval at a future meeting.

Clerk

**70/17 APPROVAL OF CHEQUES**

It was proposed by Councillor Turner, seconded by Councillor Mortimer and **RESOLVED** that the cheques to the value of £16,675.46 as attached to these minutes be approved.

**71/17 LEAD COUNCILLORS REPORT – ENVIRONMENT**

Councillor Mortimer reported that the gate for Tuckers Corner would be installed as soon as the Councils contractor could gain access a further gate was required at the beginning of the footpath, the Clerk reported that this had been included into the P3 application.

He had removed some ducklings and the mother duck from a swimming pool in a house on The Green, these had been relocated in The Cricketers Pond.

The Fencing had been repaired at KGV playing fields. Prior to the work a large amount of glass had been swept up and removed after a prom party had spilled over from the Village Hall and the youths had been drinking and then smashed the bottles in the park.

**72/17 GREENS & FOOTPATHS**

There was nothing to report.

**73/17 LEAD COUNCILLORS REPORT – HIGHWAYS**

Councillors Gell and Groom had met with County Councillor Hayward regarding the integrated works program. Sarratt Road is to be done but will be a major job as it will require a total closure. Dawes Lane is due to be resurfaced properly but it was requested that the drain was cleared properly to prevent further flooding. The potholes in Downer Drive have been filled in. Councillor Groom reported that communication had improved on the highways team with County.

**74/17 VA SIGN DATA**

The current data was discussed there was a need to reduce the number of vehicles that were doing between 30 & 50 MPH. The Highways group would look at possible calming measures and report back to a later meeting.

**75/17 CORRESPONDENCE**

1. **PARKING ON THE GREEN**

The Clerk had received an email complaining that the PCSO's had been in attendance stopping school parents from parking on the pavement. The parent in question felt that this was a waste of police time and that the parish council should take more action to enable parking. Councillor Turner and the Clerk would draft a response to the email. The Clerk would begin the application to the secretary of state to obtain permission to make any changes / erect bollards. She was also asked to investigate whether higher kerbs could be placed in this location.

2. A letter had been received from the High Sherriff who was keen to get the Parish Council more involved in events in the parish. Councillor Turner would be attending a meeting on 31<sup>st</sup> July to hear his plans.

**76/17 PUBLIC QUESTION TIME**

District Councillor Butler reported that Environmental Health had attended the Mulberry Bush regarding the flies and had asked for a copy of his report to be sent to the Parish.

**77/17 COUNCILLORS QUESTION & COMMENTS AND CORRESPONDENCE**

Councillor Dobson would be drafting an article for the September spotlight regarding the grants.

**78/17 DATE OF NEXT MEETING**

The next meeting will be held on Tuesday 15<sup>th</sup> August 2017 at 7.30 pm in the back room of the Village Hall.

**79/17 PART II**

To pass resolution that the Press and Public may be excluded due to the confidential nature of the business under Section 1 Sub Section (2) of the Public Bodies (Admission to Meeting) Act 1960 from any items on the Agenda which are deemed to relate to exempt information

**80/17 CLERKS TERMS AND CONDITIONS**

It was proposed by Councillor Thorp, seconded by Councillor Turner and resolved that the Clerks wages be increased to £28,500 pa. and that her working pattern would alter to the agreed pattern whilst still working 37hours per week.

The meeting closed at 9.20 pm

## Clerks Report 18<sup>th</sup> July 2017

Filming will be taking place in Dimmocks Lane on Saturday 29<sup>th</sup> & Sunday 30<sup>th</sup> July. The film crew have paid to use The Green for parking on these two days. Filming will also be taking place at the Church and The Cock over the same weekend by a separate company.

The Village Green has been hired for a wedding party on Saturday 22<sup>nd</sup> July.

All Audit forms were sent off in accordance with the schedule by recorded delivery on 22<sup>nd</sup> June and arrived before the deadline of 3<sup>rd</sup> July.

The PCSO's attended the morning drop off on Monday 10<sup>th</sup> and warned people about not parking on the pavement. The general consensus from residents was that they were pleased to see the police presence there although not all parents were pleased to see them. (see correspondence later in the agenda.

As you may have noticed the Cricketers pond as some kind of algae bloom. I have contacted the company that are preparing the management report to ask for advice on if there is anything we should do to remove this.



I will be on Annual Leave from Friday 21<sup>st</sup> July until Monday 31<sup>st</sup> July all but 3 days are covered. The office will be closed on Friday 21<sup>st</sup>, Monday 24<sup>th</sup> and Thursday 27<sup>th</sup>

The cover rota is as follows:-

Tuesday 25<sup>th</sup> Peter

Wednesday 26<sup>th</sup> Mike  
Musk

Friday 28<sup>th</sup> Anthony

I will also be looking for cover 1<sup>st</sup> September to the 12<sup>th</sup> September

Jan Dawes

Clerk to the Council

## New Applications Received Between 01/07/2017 and 30/07/2017

Item No : 62/17

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
<b>New Application</b>				
<b>17/1271/FUL</b>	12/07/2017	Scott Volker	Ms D Sturman	The Cricketers Public House The Green WD3 6AS
<b>Proposal :</b> Single storey rear extension and alterations to fenestration				
<b>Observations :</b> The Parish Council had no objections to this application				
<b>17/1286/FUL</b>	12/07/2017	Suzanne O'Brien	Mr J Cottingham	Great Sarratt Hall Cottage The Green WD3 4PD
<b>Proposal :</b> Demolition of existing garage and replaced with oak framed single storey garage				
<b>Observations :</b> The Parish Council had no objections to this application				
<b>17/1297/FUL</b>	12/07/2017	Joanna Bowyer	Mr & Mrs Brown	Salix Deadmans Ash Lane WD3 6AL
<b>Proposal :</b> Roof alterations to rear including removal of rear dormer and creation of a crown roof over existing rear extension				
<b>Observations :</b> The Parish Council had no objections to this application				
<b>17/1319/FUL</b>	12/07/2017	Scott Volker	Mr J Hubble	Templepan Farm Templepan Lane WD3 4NH
<b>Proposal :</b> Single storey rear extension, loft conversion including increase in ridge height, extensions to roof and insertion of rooflights and construction of detached double garage				
<b>Observations :</b> The Parish Council had no objections to this application but asked the clerk to clarify what extension was being built. Clerk clarified small infill extension				
<b>17/1321/FUL</b>	12/07/2017	Scott Volker	Templepan Farm	Templepan Lane Chandlers Cross WD3 4NH
<b>Proposal :</b> Variation of Condition 2 (Approved Plans) of planning permission 15/0560/FUL to include creation of habitable accommodation within the roof space, including creation of crown roof and addition of rooflights, minor alterations to fenestration and insertion of double garages				
<b>Observations :</b> The Parish Council had no objections to this application				
<b>17/1361/FUL</b>	12/07/2017	Scott Volker	Mr T Norris	The Mulberry Bush Dawes Lane WD3 6BQ
<b>Proposal :</b> Temporary consent (3 years) for mobile home for use as an agricultural dwelling				
<b>Observations :</b> The Parish Council has no objection to this application but request that the same condition of 2 agricultural workers only is imposed.				

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<b>17/1418/FUL</b>	12/07/2017		Mr R Fidmont	Pennyfields The Green WD3 6AT

**Proposal :** Single storey rear extension

**Observations :** The Parish Council objects strongly to this application on the grounds that it is over development of the site causing loss amenity of garden land. It breaks the 45 degree rule on the neighbouring property. The plan submitted is identical to that previously submitted and refused and subsequently dismissed by the planning inspector

The Parish Council request that if Officers are minded to approve this application it is called into Committee

17/1704/FUL	12/07/17	Maria Clerk	Ben Sterling	Hollymead Bucks Hill WD4 9AT
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**Proposal:** Demolition of existing dwelling and outbuildings, subdivision of the site and construction of two detached dwellings and associated parking.

**Observation:** The parish council object strongly to this application on the grounds of overdevelopment in the Green Belt and the creation of an extra dwelling with no special circumstances presented. It would request that it was called in if officers are minded to approve.

17/1288/PDA	12/07/17	Joanna Bowyer	Mr J Tyler	Crestyl Barn Watercress Farm Moor Lane WD3 6BZ
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**Proposal:** Change of use from Agricultural Building to a flexible use to provide hotel (Class C1) holiday Accommodation.

**Observations:** Noted

**Applications Received :- 9**

**NOTIFICATIONS OF PLANNING DECISIONS FROM Three Rivers District Council**

**Minute Ref 63/17**

**Wed 12 July 2017**

**District Ref**

' C ' Contrary to District 'CD' Contrary Delegated

Page No : 1

' D ' Delegated

' E ' Endorsed by District 'ED' Endorsed Delegated

**GRANTED PLANNING PERMISSIONS**

E 17/0809/FUL Approved Long Roofs

Little Wheelers

E 17/0884/FUL Approved

**REFUSED PLANNING PERMISSIONS**

E 17/0488/FUL Refused The Mulberry Bush

C 17/0653/OUT Refused  
District COMMENT Refused

Land to rear of Fir Trees  
Local COMMENT The Parish Council have no objection to this application. There must however be a locality agreement on the affordable housing 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

17/0904/FUL Refused

Willow Tree

C 17/1019/FUL Refused  
District COMMENT Refused

4 Micklefield Green Cottages  
Local COMMENT The Parish Council has no objection to this application



List of Payments made between 01/06/2017 and 30/06/2017

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
12/06/2017	Trudi Dean	100837	126.96		Refreshments
12/06/2017	First Service Group	100838	3,162.00		KGV pitch Treatment
14/06/2017	Nest Pension	DDNESTJUNE	38.54		Pensions
15/06/2017	Co op Reserve Account	01/17	11,000.00		transfer to reserves
21/06/2017	cancelled	100839	0.00		cancelled
21/06/2017	CENTREWIRE LTD	100840	293.32		Gate
21/06/2017	B WHITEWOOD LTD	100841	3,150.00		Groundwork
29/06/2017	J Dawes	100842	1,000.00		wages
29/06/2017	J Dawes	100843	724.86		July Wages
<b>Total Payments</b>			19,495.68		

