



Minutes of the Sarratt Parish Annual Statutory Council meeting held remotely  
on Tuesday 9<sup>th</sup> June 2020

Present: Councillor Dobson  
Councillor Bloom  
Councillor Thorp  
Councillor J Gell  
Councillor D Rees  
Councillor J Rugg  
Councillor A Soothill  
Councillor S Diggins

In attendance: Mrs C Owen, Clerk to the Council  
  
District Councillor David Butler  
District Councillor Marilyn Butler  
3 members of the public

Start time 7.30pm

**100. APOLOGIES AND ANNOUNCEMENTS**

There were no apologies or announcements

**101. DECLARATIONS OF INTEREST**

Councillor Soothill expressed pecuniary interest in item 108/20 and took no part in discussions.

Councillor Diggins expressed non-pecuniary interest in item 115/20

**102. MINUTES**

There was one typo pointed out from the last minutes and this has been highlighted. It was also decided that actions and matters arising were not always followed up from the minutes. Clerk will now adopt a schedule to track all actions and matters arising.

It was proposed by Councillor Rugg and seconded by Councillor Thorp and **RESOLVED** that the minutes of the meeting held on Tuesday 12<sup>th</sup> May 2020 be signed as a true record.

**103. TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE COUNCIL**

It was decided that Councillor Gell will send Clerk the minutes from Residents Association meeting and Green Belt Council and these papers will be circulated to Council as the audio was poor.

Councillor Diggins to contact Councillor Gell to discuss the Defibrillator at Chandlers Cross and report back to Council.

104. **TO RECEIVE AND NOTE THE CLERKS REPORT**

Clerks report attached. Additions to the report:

- Allotment agreements and payments being returned and filed
- Village Warden - There has been another interviewee added. Interviews to be held 17<sup>th</sup> and 19<sup>th</sup> June.
- It was decided that Clerk will liaise with David Turner and Biggerstaffs Garage to set a date for their centenary recognition. Clerk will order a plaque and also another plaque for recognition of John Goodman.

105. **LEAD COUNCILLORS REPORT – ENVIRONMENT**

Report attached.

It was proposed by Councillor Rees and seconded by Councillor Gell and **RESOLVED** that SPC will instruct Herts CC and RoW Department to provide SPC with a 10-year Commons and Woodland management Plan at a cost of £2.2k. Funds to be used from Environment Earmarked Reserves.

106. **TREES**

Works are still being carried out on Phase 1 resulting from the Tree Survey by Stileman. Councillor Bloom and Clerk are still awaiting written estimate from Joe Brownsell for these works.

107. **FOOTPATHS**

Chair decided there would be more relevance if this section was later discussed under:  
118/20 - COVID – 19 UPDATE

108. **TO MAKE A DECISION ON NEW ALLOTMENT TENANCY AGREEMENT/RENT**

1. It was decided that the yearly allotment rental will be increased from £10 to £40. This will be staged as follows: Financial Year 21/22 increase to £20, financial year 22/23 increase to £40.
2. It was decided that if allotment holders or potential allotment holders are unable to meet the rental fees they will be given a reduced fee of 50%. This will be advertised accordingly, and the reduction will be at Council discretion and will be decided on individual circumstances.
3. It was decided that there would not be a deposit scheme put in place. A clause will be put into agreements that a levy would be charged for rectification if a plot is left in a state of disrepair. It was also decided that the new Village Warden would monitor the allotments on a regular basis and report to Clerk to enable swift actions to be taken.

The above decisions were proposed by Councillor Diggins and seconded by Councillor Bloom and **RESOLVED**.

109. **TO RECEIVE AND COMMENT ON QUARTELY ACCOUNT/BUDGET REVIEW**

It was decided that Clerk should produce a standard summary report detailing cost centre spending.

A report should also consist of highlighted budget lines showing any areas of concern and a commentary should be provided detailing these concerns and focus areas of interest. This will be produced on a quarterly basis.

110. **APPROVAL OF CHEQUES**

It was proposed by Councillor Soothill and seconded by Councillor Rugg and **RESOLVED** that the cheques to the value of £14251.28 be approved.

**111. TO RECEIVE AND SIGN ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN**

A unanimous decision was made and it was proposed by Councillor Soothill and seconded by Councillor Rugg and **RESOLVED** that the AGAR report should be signed off by Council and to be signed by Chair and RFO and put for public display prior to External Audit.

**112. LEAD COUNCILLORS REPORT – HIGHWAYS**

Councillor Diggins - Apologies were given for no report this month. A report will be circulated to Council in due course.

Councillor Diggins reported that 3 months since a complaint was raised with County Councillor Williams regarding the state of the roads and lack of safety management in Sarratt Parish, no follow up report or reply has been received.

**113. LEAD COUNCILLORS REPORT – PLANNING**

No written report submitted.

A verbal update on The Mulberry Bush and Fir Trees on Dawes Lane was given.

**114. NEIGHBOURHOOD PLAN UPDATE**

Councillor Soothill reported that the Neighbourhood plan committee were meeting virtually on a monthly basis. The independent working group have decided that although the current Covid situation has meant dates for public consultations have been pushed back they are still aiming to do so at the earliest opportunity, possibly in September.

**115. TO COMMENT ON PLANNING APPLICATIONS**

See attached document

Clerk to flag to TRDC that Waterdell House is in Sarratt Parish not Croxley Green.

**116. TO NOTE PLANNING DECISIONS**

Decisions noted

**117. PROPOSALS FOR THE DONATION BY A LOCAL RESIDENT TO SPC**

It was decided that Clerk will find out about the legislative and legalities regarding SPC bursary holding requirements.

Councillor Dobson will get feedback from the family regarding possible KGV play equipment and Bursaries. To report back at next meeting.

**118. COVID – 19 UPDATE**

Councillor Dobson reported that the demand for Meals on Wheels and FoodHub and Village Shop deliveries are starting to ease.

Councillor Bloom has spoken to the Cart and Horses and reports that they have been told they will need to pay TRDC an additional £700 for emptying of their recycling bins for 6 months.. County Councillor Butler is going to approach TRDC regarding the bin at the Commonwood car park which has not been emptied in weeks..

SPC have had correspondence with County Councillor Williams regarding the anti social behaviour and our concerns have been passed on to the Community Safety Intervention officer at TRDC.

SPC have received another complaint from a resident regarding the anti social behaviour. Again, this has been passed on to County Councillor Williams.

It was reported the police were also seen at the Cart & Horses the previous Friday evening.

**119. ANNUAL PARISH REPORT UPDATE**

It was decided that Clerk will upload Report on to website. Councillor Dobson will also ask if it can also be uploaded onto the online Spotlight magazine.

**120. CO OPTION OF COUNCILLOR**

Sarah Weldon joined the meeting tonight and will speak to Councillor Dobson after the meeting to decide if she would like to Co Op as Councillor.

**121. CORRESPONDENCE**

Clerk updated council on the following correspondence:

1. Request from an allotment holder to erect a shed on their plot. It was proposed by Councillor Diggins and seconded by Councillor Rugg and **RESOLVED** that a shed may be erected providing it does not exceed 4 x 6m. It was decided that a clause be put into the allotment agreement to inform holders that sheds are permitted as long as they do not exceed this size.
2. Request for funding has been made from Holy Cross Church. This is for surveys prior to change of use of their required grounds. It was decided that Clerk should write back to inform them that should they wish to seek funding then it should be applied for using our normal grant process.

**122. PUBLIC QUESTION TIME**

No public questions

**123. COUNCILLORS QUESTIONS AND COMMENTS**

Councillor Rugg reported that there is still anger over who cut and strimmed the verges in Belsize.

Councillor Gell reported that that works need to be done to address the pot holes and grass verges near on the Wheatsheaf sign access road. Clerk will look into liabilities and ownership and request funding from County Councillor Williams' Highways budget/grant.

Councillor Soothill commented on the need for the website to be kept up-to-date. Clerk will liaise with Councillor Thorp on moving forward with this in the short term and long term.

Councillor Soothill requested a bi-monthly report on Enforcements. Clerk to organise this.

**124. DATE OF NEXT MEETING**

The date of next meeting will be Tuesday 14<sup>th</sup> July 2020.

Meeting finished at 21:42