

SARRATT PARISH COUNCIL
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**Minutes from the Sarratt Parish Council Meeting
of Tuesday 12th October 2021**

Present: Councillor Sarah Dobson
Councillor John Rugg
Councillor John Gell
Councillor Simon Diggins
Councillor Lee Farman
Councillor Flo Garvey
Councillor Michael Lowry

In attendance: District Councillor Ciaran Reed
13 members of the Public

Start time: 19:31

233.APOLOGIES AND ANNOUNCEMENTS.

The Clerk sent her apologies.

The Chair advised Cllr Mortimer had resigned from the Council after the September meeting. The Chair was joined by all in expressing her thanks for Nick's contribution. His enthusiasm, commitment and ability will be sorely missed.

234.DECLARATIONS OF INTEREST

None

235. MINUTES & MATTERS ARISING

The Chair noted a couple of typos to the Minutes of the previous meeting which will be raised with the Clerk on her return to work. Cllr Gell pointed out there should have been an agenda item for this meeting on the Telephone Boxes as

agreed at the previous meeting. The Chair agreed this was correct and apologised for the oversight and said she would ensure this was on the agenda at the next meeting.

September's minutes were agreed subject to the amendments referred to above.

Proposed by Cllr Lowry; Seconded by Cllr Rugg

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

Cllr Garvey (2 meetings attended);

Sustainable Sarratt (led by Alan Milsom) held an information evening about climate change, recycling and waste, with representatives from Herts County Council and TRDC. It wasn't very well attended but was hugely informative and encouraging – the sustainability agenda is very much supported from above.

Maintenance of Holy Cross Churchyard – a meeting was held with Angela Coakley, Kate Hobhouse, Andrew Whitewood and Jon Adams to discuss the maintenance of the Churchyard. A very productive meeting with compromises made by all parties. A map has been marked up with agreement on specific areas that will be left long and cut once a year in September, and other areas that will be regularly mown. It was agreed that all recent graves will be kept mown, and that clear signage will go up so that people know that the long parts are deliberate. The long parts will also have mown paths in places. The September cut will generate significant coarse grass cuttings unsuitable for composting. SPC has agreed that for 2021, these can be placed on the allotment heap, as is done with the long grass from the Green, but a different solution for future years will need to be found. The Church has had a very difficult year financially, and the long grass partially reflects that, but also falls in with a wider C of E policy of environmental stewardship. It must be noted that the new regime will not generate significant savings, and setting up a 'Friends of Holy Cross Churchyard' group that actively helps with the maintenance once or twice a year was discussed.

Cllr Rugg

Sarratt & Chorleywood Local Area Forum - Virtual meeting held on Monday 11 October 2021 at 7.30pm. Apologies were given for Cllr Bedford – speaker for the agenda item on the TRDC Local Plan update.

Community Safety Update

Update on local policing and priorities. Combined 12-month year-to-date figures for Chorleywood North and Sarratt:

Previous 12 months vs current 12 months.

Burglaries 22 v 16

Criminal Damage	8 v 20
Vehicle Crime	18 v 23
Theft	18 v 23
Total Crime	136 v 150
Includes ASB	44 – 50. (Anti-Social Behaviour)

Some of the figures for Sarratt crime are associated with the Bucks Hill traveller's invasion and the police attending call outs for ASB by drinkers in local pubs causing a disturbance particularly on the Green after closing time & unable to get a taxi home (police assisted them). Increase of vehicle patrols by 4x4 vehicle around rural lanes are now in place.

Parish Council Updates

Verbal updates from Sarratt & Chorleywood Parish Councils as follows:

- **SPC** update presented and well received as a very thorough and informative input. Wide appreciation expressed of SPC councillors stepping in to run the office during Clerk's long-term illness – credit to go to Cllrs Dobson & Thorp. Good wishes received from several attendees to Caroline on her return to her duties.

- **Chorleywood**

Many crime prevention activities in Chorleywood. Cat Converter and vehicle theft crimes have increased. Residents have commissioned a private security company to patrol some of their urban streets. Police have undertaken awareness calls to individual residents' homes in vulnerable areas but have experienced a few problems as crime prevention leaflets about Cat thefts mis-understood by some.

Parking at the top of North Hill in the layby is a major issue – recent incident when an ambulance was unable to gain access due to badly parked cars. Thought in the main to be 6th form pupils who should park elsewhere (car park in woods by cricket pitch has plenty of spaces). Cllr Williams explained that the double yellow lines have been eroded and he has sanctioned funds from his HCC discretionary budget to have them replaced (this will enable issuing of parking tickets/fines).

Interestingly it appears Chorleywood Village Hall lost income over the pandemic period, but no mention of grants that have compensated many other local halls.

Chorleywood PC use their assets to generate income – most recent is a Spooky Trail event for Halloween – 340 tickets have been sold (*Potential for Sarratt to consider similar events in future?*).

The Cricket Pavilion replacement and local community café complex plans have finally been approved but obtaining permission and agreement took 4 years particularly as this constitutes works on Registered Common Land Chorleywood PC Have two vacancies for Parish Councillors.

Local Plan Update

To receive an update from Cllr Bedford the Lead Member for Infrastructure and Planning Policy. Disappointment and annoyance was expressed by many from

Chorleywood that Cllr Bedford failed to attend but had simply sent in a few notes for the Chair to read out, as follows:

- 2500 responses received.
- Majority had multiple issues and questions with all to be considered and answered. Estimated to total around 20,000 and only 3 members of staff on the team to deal with these. Process is therefore going to take far longer than anticipated.
- Landowners and developers have proposed TRDC reinstate some sites and suggested additional sites that will also have to be taken into consideration.
- No update expected until probably the end of 2022 unless legislative changes influence the work required.

This created numerous comments particularly as it was suggested that Reg 19 is not for consultation. Therefore, a request was made to be passed back to Cllr Bedford to consider the possibility of re-running Reg18 particularly if additional sites are to be considered. Also, the point was made that everyone involved was keen for the final version sent for Examination is a robust document so that TRDC does not end up as it was suggested is the case for Hatfield & Welwyn who have been in Examination for 3 years. It was reported TRDC may challenge Central Government housing targets particularly where this encroaches on the Green Belt. This is to be considered at the next TRDC meeting.

Several complaints were also made regarding the tardiness of TRDC over accepting the Chorleywood Neighbourhood plan and unfortunate comments about its validity – particularly as the validity that such plans must be accepted by Local Authorities is encompassed in legislation.

A meeting is due to take place at TRDC on Tuesday to discuss some of the issues. Cllr Alison Wall will feed back on the outcome of the meeting.

Local Issues

To respond to questions on local issues raised by residents – none raised.

Date Of Next Meeting

Wednesday 2 March 2022

237. CLERK/RFO REPORT

- New allotment plot number signs have been ordered and received to place on the existing posts at the allotments to make it clearer for plot holders and to ensure plots are identified correctly in inspections etc. We currently have 3 vacant plots and 1 new application that is still to be confirmed.
- TRDC have advertised the positions for our vacant Councillor seats. This will be until Thursday only. If there are no applicants we will then advertise locally.
- We have decided that Cllr Farman will now be responsible for creating the planning presentations from December. This will mean he will be able to access the live website to avoid any applications being missed and to be able to gather any further information required at the meeting there and then.

- Each Councillor has been given a book of the Design Codes for the Neighbourhood Plan.
- A letter has been sent to The Boot regarding the Noise Abatement Notice. TRDC has confirmed no such Notice has been issued despite it being reported at SPC's August meeting that one had been issued. An apology has been made to The Boot.
- A TRDC Enforcement case has been opened over the newly erected fence to a property on The Green that is causing an obstruction to a neighbour trying to exit their property after SPC wrote to TRDC regarding the member of public who came to speak at the last meeting with safety complaints.
- The closing date for 22/23 grant applications is 12th October. Reminders have been sent to regular applicants who have not yet applied.
- A slat from the bench next to Morton's Pond has been broken. Andrew Whitewood has been asked to fix this.
- A wooden post has been knocked over, again Andrew Whitewood to fix.
- The Parish Warden has been very busy, but unfortunately slipped and hurt his back. He is recovering well. He has started to mend the bus shelters and is waiting a bout of improved weather to be able to concrete and paint.
- Litter picking will still be organised by former Cllr Mortimer. We thank him for his continued support.

ENVIRONMENT

238. LEAD COUNCILLORS REPORT

No written report.

Some trees are suffering from Ash Die Back in Commonwood by the junction with Red Lion Lane. Contractor Joe Brownsell has been asked for his professional view and to provide a quote to fell those which may prove a danger.

Clerk to pursue.

Parish Warden Report

Joe has replaced the weather boarding on the bus stop as well as starting to sand it down to prepare it for painting. During his walks he has picked up 2 black bags of litter around Commonwood and Bottom Lane. The litter bins have been emptied on a regular basis and thankfully there has not been any more issues with the large refuse bin at KGV. Checks on the footpaths around the Watercress Farm and the River Chess have been completed. Joe will be starting to trim the hedge at the top of Deadman's Ash Lane next week and will also be doing some more sanding. Hopefully when there is a nice day, he will complete the cement work ready to be painted on the bus stop.

239. WOODLAND MANAGEMENT PLAN

Nothing further to report

240. SUSTAINABILITY REPORT

Queen's Green Canopy

One landowner has made a positive commitment and although we don't yet have details, they are very keen, for which we can be hugely grateful! Sue Clark has agreed to accompany Cllr Garvey in meeting local landowners individually – a very welcome offer. TRDC has made £350 available to us to help with this project. But we need to clarify whether this is for the actual buying of trees / guards etc, or for publicity and recruitment of landowners/householders. We suspect it's the latter. Cllr Garvey has requested the Clerk contacts TRDC re the corner of Downer Drive and Dawes Lane, and the resident that requested the trees will be informed of our progress. We need to communicate well over removing what has become a parking place. There is more to come regarding the "planting a tree in Sarratt" initiative.

The Community Garden has agreed a partnership with Mission EmployAble (a charity supporting the development of young adults with learning difficulties <https://missionemployable.co.uk/about-us.php> for a horticulture module. Cllr Garvey proposed a partnership between SPC and Mission EmployAble relating to the essential upkeep and maintenance of the allotment plot. This was unanimously supported by Council.

241. REMEMBRANCE GARDEN

More correspondence has been received on this from Brenda Harold who is strongly against it and questions its legality. The Chair and Cllr Garvey have written back to her and Cllr Garvey has also written to Ann Day, proposing we put some native daffs, snowdrops and crocus into a swathe of grass which will be unmown until the leaves have died back (around mid May). We're waiting to hear back if Ann is happy with this. We haven't yet consulted with Dawn Pitts. Cllr Garvey has already purchased the bulbs. If we end up planting nothing, they could be planted into the grass on the SPC allotment (the one with the fruit trees). Their pollinator benefits would still be felt, just not as publicly.

POLICY & RESOURCES

242. BUDGET 22/23 (FIRST DRAFT)

Cllr Lowry talked Council through the first draft of next year's budget. SPC is in a healthy position at present. After taking on board various comments from Councillors, he will amend his proposal and re-issue it to Councillors in plenty of time for it to be studied before next month's meeting, when the budget will be agreed.

243. APPROVAL OF PAYMENTS

To approve the internet banking transactions to the sum of £5,227.62
Proposed by Cllr Farman; Seconded by Cllr Diggins

244.POLICIES REVIEW

To review and approve the following policies:

- Financial Regulations
- Financial Risk Assessment

Cllr Dobson queried one entry on each of the policies which Cllr Lowry agreed to check. Subject to this being resolved the policies were agreed.

Proposed by Cllr Garvey; Seconded by Cllr Rugg

PLANNING

245. LEAD COUNCILLORS REPORT

Nothing to report

246.TO COMMENT ON PLANNING APPLICATIONS

- **21/2234/FUL - Corner House, Redhall Lane, Chandlers Cross, WD3 4LX.**
Demolition of existing dwelling and construction of a replacement 4-bed dwelling with car parking, landscaping and associated works.
No objection, but note the scale of the incremental development exceeds TRDC policy
- **21/2185/FUL - Redheath Farm Bungalow, Finches Avenue, WD3 4LN.**
Variation of Condition 1 (Plan Numbers) of planning permission 8/229/81 to change the external appearance of the building previously consented for as a calf building and now proposed to be used as a livestock building.
No objection
- **21/2049/FUL - Bucks Hill Farm, Bucks Hill, Sarratt WD4 9AP.**
Installation of 18m High Swann 30H Lattice Telecommunications Tower on new concrete base and associated ancillary works.
No objection – the Chair also thanked Cllr Rugg for his efforts in ensuring this application was now being proposed in a more acceptable location than the earlier application.
- **21/2247/FUL – Crestyl, Dimmocks Lane, Sarratt WD3 6AR.**
Roof extension including dormer windows and insertion of rooflights, raising of existing ridge, re-cladding, alterations to fenestration and front porch.
No objection, and SPC will request the application is called into Committee if the Planning Officer is minded to refuse this application.

247.TO NOTE PLANNING DECISIONS

- **21/1563/FUL - Holly Hedges Farm, Ollieberrie Lane, Belsize, WD3 4NU.**
Single storey front and side extensions.
SPC decision: Objection on the basis of overdevelopment
TRDC decision: Approved

- **21/1654/FUL - Chandlers Cottage, Fir Tree Hill, Chandlers Cross, WD3 4LZ.**
Conversion of stable block into an annexe.
SPC decision: No objection
TRDC decision: Approved
- **21/1607/FUL - Land to rear of The Woodyard, The Green, Sarratt, WD3 6BH.**
Demolition of existing buildings, change of use of land to residential, conversion of building to 1-bedroom detached dwelling including extensions and alterations to external material, and associated parking, ancillary works and landscaping enhancement including the formation of a pond.
SPC decision - Objection
TRDC decision - Refused
- **21/1835/FUL - Land at 1 Micklefield Green, Sarratt Road, Croxley Green, WD3 6AH.**
Erection of stable building
SPC decision - No objection
TRDC decision - Refused

248.ENFORCEMENTS

The following has been advised by the TRDC Enforcements Team

- **16/0178/COMP: The Old Boot Public House** - Unauthorised Works: Extension of car park into adjacent field (David Heighton)
Planning permission granted, works currently underway and substantially completed. Site visit required before closing case.
- **18/0097/COMP: Three Ways, Poles Hill** – Material change of use from single dwellinghouse to two dwellings (converted garage) (Scott Volker)
Planning Contravention Notice issued. 19/2294/CLED then refused. Further PCN to be issued to clarify use as it's not clear if used as two separate dwellings.
- **18/0178/COMP: Coltspring Riding Stables, Sarratt Road** - Material Change of Use: Conversion of stable block into residential dwelling (David Heighton)
Monitoring, previous 18/2531/CLED considered that dwelling was ancillary to the wider use of the site and therefore was not a material change of use.
- **19/0118/COMP: Blacketts Nursery, Rousebarn Lane** - Unauthorised Material Change of Use - business in operation (David Heighton)
Further site visit required.
- **19/0177/COMP: Silverfields, Bucks Hill** - Replacement outbuilding (not for a purpose incidental to the enjoyment of the dwelling) and alterations to garage (Aaron Roberts)
Assessment being undertaken, unclear if works require planning permission.
- **19/0208/COMP: Newton Cottage, Poles Hill** - Construction of front boundary walls and alterations to ground levels to frontage including the extension of the driveway (Aaron Roberts)
Works to be removed following on-going discussions with owner after dismissed appeal. Deadline provided.

- **20/0171/COMP: Fir Trees, Dawes Lane, Sarratt** - New access and erection of gates (David Heighton)
The LPA consider that the soil embankment and hedgerow should be reinstated as the works required planning permission. Enforcement notice drafted, just going through internal checks.
- **20/0005/COMP: Ainsworth Cattery, Bucks Hill** - Installation of gates, fencing and hardstanding (David Heighton)
Assessment on-going.
- **20/0077/COMP: Grove Lodge, Fir Tree Hill** - Unauthorised works in the Green Belt (David Heighton)
Fencing requires planning permission as over 1m in height adjacent to road. Owner to be made aware.
- **20/0219/COMP: Poachers Retreat, Penmans Green, Sarratt** - Works not in accordance with 18/1408/PDA - Alleged demolition of building (David Heighton)
Works considered in accordance with PDA. Case to be closed.
- **20/0224/COMP: Moonpenny Farm, Bucks Hill, Kings Langley** - Change of use from agriculture to equestrian and associated works (Matthew Roberts)
Site visit undertaken, a few field shelters have been erected which are movable and not significant enough to constitute development and thus do not require planning permission. As it stands, the use still appears to be agricultural as animals grazing on the land however further visits to take place. Site visit took place in June following complaints regarding access road; however, the deviated works were simply backfilling a service trench. Use of land still as agriculture. Monitoring when in the area.
- **21/0015/COMP: Dellfield Farm, Plough Lane** - Creation of new access (Aaron Roberts)
Site visit required.
- **21/0003/COMP: Cart and Horses Public House, Commonwood, Sarratt** - Material change of use: Public house to a mixed use: public house and shop (Matthew Roberts)
Letter send, planning application currently being prepared.
- **21/0021/COMP: Hill Top, Penmans Hill, Chipperfield** - Unauthorised windows and doors in existing openings (David Heighton)
Site visit required.
- **21/0025/COMP: 38 Dawes Lane, Sarratt** - Works not in accordance with 20/2628/PDE or 20/1387/CLPD and alterations to porch (David Heighton)
Planning application submitted and granted under 21/0973/FUL. Raised terrace to be removed.
- **21/0047/COMP: New Model Farm, Sarratt Road, Croxley Green, Rickmansworth** - Barn conversion to offices (David Heighton)
Owner advised that works relate to a historic permission which had lawfully commenced (8/423/91) which was allowed at appeal. The owner also confirmed that the use of land for aviation is carried out in accordance with the Air Navigation Order and for no more than 28 days a year (permitted

development). A site visit was arranged but got delayed due to the owner self-isolating, a new visit is likely to take place soon.

- **21/0102/COMP – Callipers Cottage, Penmans Green, Sarratt** - Works not in accordance with 18/2116/FUL - Roof Height (Scott Volker)
Planning permission required for works as they are beyond the scope of the planning permission. Owner informed and given a deadline.
- **21/0143/COMP – Winchwood, Windmill Hill, Chipperfield** - Material change of use: Extension of residential curtilage (David Heighton)
Site visit required.
- **21/0144/COMP – Woodlea House, Windmill Hill, Chipperfield** - Material change of use: Extension of residential curtilage (David Heighton)
Site visit required.
- **21/0145/COMP – Land adjoining Blenheim Cottage, Bucks Hill, Sarratt** - Unauthorised works: Removal of hedgerow / widening of access and unauthorised use of land for event/caravan site (Matthew Roberts)
Following the end of the temporary event an Enforcement Notice was served in respect of the works to the access. This notice took effect on 6 October; however, an appeal was lodged on the same day. However, as it stands, the fee has not been paid and the LPA have not seen sight of the appeal documents. The Planning Inspectorate have given the appellant until 19 October to pay the required fee. The Parish will be notified if an appeal is validated.
- **21/0180/COMP – Potten Farm, Chandlers Lane** - Breach of Planning Conditions 5, 6, 7 & 8 of 18/0454/FUL (Matthew Roberts)
Letter sent. Approval of Details application to be submitted within requested deadline.
- **21/0193/COMP – Vine Cottage, The Green** – unauthorised fencing (Scott Volker)
Letter sent to owner advising it requires planning permission. Deadline provided.
- **17/0151/COMP: Land To The Rear Of Green End Business Centre** - Material change of use of field to car park (Matthew Roberts)
Case closed. Following a site visit in June the land was still being used for parking, although the hard core and bund had been removed as per the Enforcement Notice requirements. Following site visits the Enforcement Notice has been complied with and the land returned back to its former condition and use.

249.NEIGHBOURHOOD PLAN UPDATE

Anthony Soothill presented the progress and current state of the proposed Neighbourhood Plan for Sarratt.

Process

Statutory Regulation 18 Consultation for the Sarratt Neighbourhood Plan began at the start of September and runs to 31 October. 58 people attended two public consultation meetings in early September with 30 comments received to

date, all positive. Comments can still be made via email, the website or via the Spotlight drop box in the Village Shop. A final draft of the plan will consider all the feedback for a Regulation 19 consultation on the final Plan early next year, with a target referendum date of May 2022.

TRDC

TRDC must approve the plan before it goes to a referendum, so their feedback to the current consultation is key, especially for any consequential impact on re-drafting. Sarratt is also beholden to TRDC to complete the Strategic Environmental Assessment required ahead of finalising our Neighbourhood Plan.

Budget

Required for next year until the Plan is adopted. The expectation is that if the referendum can take place at the same time as planned Council elections then TRDC will cover any referendum costs.

Summary

We are in good shape, with a timetable to work to, but are reliant on TRDC to approve the draft Plan, complete the Strategic Environmental Assessment and confirm timescales and any costs for the referendum.

HIGHWAYS

250.LEAD COUNCILLORS REPORT

Cllr Diggins reported a high volume of road closures and repairs in the area; a backlog of work from the Covid 19 crisis and a desire to complete works before the weather changed. For an up-to-date overview, see: <https://one.network> .

Cllr Diggins has been in contact with Herts CC over the effect of petrol station queues on traffic flow; this stems from an incident on Solesbridge Lane, where traffic had been diverted from a road closure in Croxley and was then backed-up because of queues by the petrol station on the corner of Solesbridge Lane and the A410. Cllr Diggins asked Herts CC for extra care to be taken in planning road closures - not always sparkling at the best of times - and consideration given to cancelling, or at least rethinking these closures at this difficult time.

A response acknowledging the issue was received, as was a supportive note from Cllr Williams; the response stated that Herts County Council was aware and was monitoring the situation. Cllr Diggins followed up asking, more generally, for greater care in scheduling and plotting diversions for the future; this again was acknowledged.

251.KGV ALIVE PROJECT MANAGER

The Chair explained a new project manager is being sought to lead the next stage of the KGV Alive project which will;

- Look at plans to mitigate residents' concerns
- Liaise with Freestyle to ensure an appropriate design for the age group
- Look at funding opportunities.

252.CORRESPONDENCE

1) A letter had been received from the main contractor working at Sarratt Hall asking for permission to utilise the grassed verge areas owned by SPC for overspill parking for contractors on the proviso such areas are fully repaired when the building work is complete.

The Clerk will respond granting permission if a deposit is paid to guarantee future repair

2) An email was received from a member of the public regarding the proposed Remembrance Garden and protecting The Green.

The Chair responded explaining the outcome of the discussion at the SPC meeting on 14 September and that an agreement was being sought by Cllr Garvey with the Wildlife Volunteers and local residents.

3) A letter had been received from The Boot regarding the issue of a Noise Abatement Notice.

The Chair has responded to The Boot confirming there had not been a NAN issued by TRDC and apologising that SPC had suggested one had been. SPC's letter to The Boot also noted several verbal and written complaints which have been received over the summer from local residents regarding noise levels.

253.PUBLIC QUESTION TIME

1) A question was raised about the KGV skatepark project being "a done deal". The Chair repeated a process that was being followed as advised earlier in the meeting and confirmed it definitely was not "a done deal".

2) A question was raised regarding the installation of a new pavement along part of Church Lane: it wasn't called-for or pre-advised as an action and has caused great upset.

Cllr Diggins will investigate.

3) A question was raised about Poachers' Retreat, where concrete and railway sleepers had been laid over SPC land.

A letter has been written to the owners of Poachers' Retreat

4) Dawn Pitts stated she fully supported the "plant a tree" initiative

5) Cllr Reed said next week is the first District Council meeting since the Bucks Hill problems and he has submitted a report for discussion

254.COUNCILLORS QUESTIONS & COMMENTS

Cllr Farman brought to Council's attention the potential sale of the land at the end of Dell Cottages

255.DATE OF NEXT MEETING AND ITEMS REQUESTED TO BE PUT ON NEXT AGENDA

The date of the next meeting will be Tuesday 9th November 2021. Agenda items are required by Tuesday 2nd November and Lead Councillors' reports by Thursday 4th November.

Meeting closed at 22:00.