

SARRATT PARISH COUNCIL
Parish Office, Village Hall,
The Green, Sarratt, Rickmansworth
Hertfordshire. WD3 6AS

Telephone: 01923 262025
Email: sarratt_parish@btconnect.com
Web: www.sarrattparishcouncil.co.uk



**Minutes of the Sarratt Parish Council meeting held in
Sarratt Village Hall on Wednesday 14th July 2021**

Present: Councillor Sarah Dobson
Councillor Peter Thorp
Councillor John Gell
Councillor Nick Mortimer
Councillor Lee Farman
Councillor Flo Garvey
Councillor Michael Lowry

In attendance: District Councillor Ciaran Reed
2 members of the public

Start time 7.33pm

163.APOLOGIES AND ANNOUNCEMENTS.

Apologies from Councillor Rugg and Councillor Diggins

164.DECLARATIONS OF INTEREST

None.

165. MINUTES AND MATTERS ARISING

To confirm and sign the Minutes of the Council Meetings held on 8th June 2021 and 23rd June 2021.

It was noted that Cllr Rugg's name was not recorded as being present at the extra ordinary minutes. This has been changed accordingly.

- 8th June minutes - Proposed: Cllr Thorp; Seconded: Cllr Mortimer
- 23rd June minutes - Proposed: Cllr Garvey; Seconded: Cllr Farman

Cllr Mortimer asked if the Action Tracker is still being used. It was agreed this should be reinstated.

It was also decided that the Clerk will get in touch with Dr Anderson regarding the John Goodman Bench.

Cllr Dobson asked what progress had been made on the cessation of the collection by TRDC of litter bins on SPC land. It was reported one quote had been received for alternative provision. It was decided that the Clerk should get 2 more quotes.

The replacement fingerposts are now going ahead with a new supplier. Awaiting an estimated delivery date.

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

Cllr Rugg sent in a report on the recent KGV AGM and Committee Meeting.

KGV Annual General Meeting (Virtual).

The meeting was convened with the majority of Trustees in attendance and all confirmed agreement to continue in their current roles and responsibilities for the following year. The Chair (who is also the Treasurer) had indicated his intention to stand down this year as Chair but remain as Treasurer, but as no replacement is available, he has agreed to remain in post, but due to the pressure of work will be unable at times to provide immediate attention to issues as they arise and would appreciate some help. The Chair then suggested the Trustees consider a non-voting local resident/s as volunteer/s to assist as an assistant to the Chair and Treasurer with an agreed authority to act on administrative or clerical matters or issues requiring urgent attention or a reply and work closely with the Hon Secretary.

KGV Committee Meeting (Virtual):

A lot of discussion about the future requirements for the Pavilion. The TRDC Planning application to amend the restrictions on the sale of alcohol and hours of operation is progressing. The Chair confirmed in his view it was not the intention to “build and run a bar” but to provide facilities for post-match gatherings for players and supporters.

The Lottery Grant for replacement of windows and doors was resubmitted (following changes to the scheme) and as yet no decision has been received. There are urgent repairs required to the pavilion including sections of the roof and if no Lottery Grant becomes available then consideration will need to be given to funding requirements.

The accounts were presented and clearly show the effect of the pandemic restrictions, increases in individual clubs and associations contributions were agreed with dispensation provided to the indoor Bowls club who only generate funds when matches take place and now face a short term cash flow crisis.

The income from the organisations using the Pavilion has declined and may not be restored to previous levels – thought needs to be given to potential future income streams.

Field management was discussed in detail and appreciation was expressed and acknowledged for the increasingly important annual grant from the Parish Council.

A proposal to consider the appointment of a KGV Warden was suggested and Cllr Mortimer who has fulfilled much this role on a voluntary basis agreed to look at this in more detail.

It was agreed the KGV Alive skate park will be discussed once the outcome from the public consultation meetings is available for the Management Trustees.

The Playground ROSPA report was very favourable and for the first time in many years there were no issues that required attention. Cllr Mortimer noted thanks to all volunteers and Andrew Whitewood for their hard work on the playground maintenance.

Report from former Cllr Rees sent in on the Days Alms House Charity.

The charity manages 6 cottages opposite Holy Cross Church for local people in need of housing, not a permanent home, to help them on a short term basis. The cottages are small and really only suitable for single occupants. At present one cottage is vacant. Application forms are available from the Village Post Office up to July 20th for Sarratt people to apply.

There is a problem with the old septic tank which needs replacing with a more up to date system. This is in car park owned by the church who also have a temporary toilet using it. There are funds to install a new one and a contractor agreed to carry out the work, but there is a problem with the Environment Agency. Although a borehole 18m deep has been drilled to get into the chalk and lined ready for use, they are suggesting it might contaminate the River Chess at the bottom of the valley which is questionable. We await their approval.

167.

CLERK/RFO REPORT

- Emails have been sent to all allotment holders providing notice for the biannual Allotment Inspection. This will take place w/c 19th July. Signage has also been placed on site. I am doing the inspections slightly differently this year as with lockdown I assumed allotment holders would have had more time to cultivate and maintain their plots, unfortunately a lot seem to have become quite neglected which means our maintenance costs will increase and other plot holders have become concerned.
- The AGAR has now been sent to the External Auditor and our accounts are available to the public until 5th August.
- As per the recommendation from our Internal Auditor, I will be providing Council with monthly payment summaries for all receipts and payments along with reconciliations. This is not a mandatory requirement, but it does demonstrate good practice. I will also be asking Cllr Lowry to check and sign all quarterly accountancy reports and bank statements. Again, this is just good practice moving forward.
- SPC's view of the draft new TRDC Local Plan have been put on the SPC website, the SPC noticeboard outside the office, and in the Village Shop.

- Cllr Lowry has kindly accepted the request for him to be an authorised signatory on the SPC bank account. I have also applied for a Debit Card for this account to make small purchases easier.
- Having again seen the state of the flooded road outside Callipers Hall in Bucks Hill I have written once more to HCC. I have also received a complaint from a resident outside Sarratt Hall about the flooding where the gullies are blocked. Historically Andrew Whitewood clears these gutters however this is not a Parish issue it is a HCC issue and as such I have directed this to HCC. I ask that our Highways team for SPC email Cllr Williams to push this forward as again nothing seems to have been done about it.

ENVIRONMENT

168.LEAD COUNCILLORS REPORT

- 1) Commonwood entrance sealed, to date there has been no tampering with the work done
- 2) Litter pick New Rd and North Hill completed, next litter pick Tuesday 13th with Yr 3 from Sarratt School. Many thanks to the litter pickers.
- 3) Visited and then liaised with contractor re the large Oak tree opposite Sarratt duck pond, the dead branches will be removed and the overhang across the road inspected.
- 4) Liaised with Parish Warden re refurbishment to the bus shelters and pond railings
- 5) Meetings attended: KGV AGM and Committee meeting, Thames Water Sewage Plant visit with Flo, unofficial Skatepark meeting at The Boot

Village warden report:

During my walks I have tightened the kissing gate at the top of Dawes woods going down to Moor Lane, also picked up a carrier bag of beer cans around the benches.

Rubbish picked up at the top of Solesbridge lane in the lay-by. The majority of the rubbish was CO₂ canisters, beer cans, takeaway rubbish.

I haven't noticed anything which needs doing at the Allotments apart from the signs need renewing which I think Caroline has done or in the process of sorting out.

Over hanging branches sticking out into the road down Plough Lane have been cut back and I have also cleared old fallen branches from the side of the road. I have cleared branches down the horse track through Commonwood making it safe. I also noticed a couple trip hazards along the way - there are a lot of roots that need sorting out. I tried to pick and cut them low to the ground but didn't manage to do all of them.

I have picked up 2 black bags of rubbish along Bottom Lane and Old House Lane. Andrew Whitewood and I looked at the kissing gate between Great Sarratt Hall and Rose Hall Farm.

We have both looked at the bus stop to discuss the issues and see what could be the best way to tackle it within our budget. I have sorted out the shopping list of what materials are needed to update the railings, bus stops.

Other issues which I've picked up along my walks are:

- Fingerpost opposite Red Lion Lane will need to be renewed
- Commonwood barriers need sorting out as some are old and need replacing as they are rotten at the bottom of the posts
- A couple of direction posts need replacing in Dawes Woods
- Some of the Commonwood footpaths will require clearing to make them safe for horse riders & the public
- I have noticed at Sarratt Bottom, by the cottage on the end where you go right to Toms Hill, flints and stones end up washed onto road when it rains.

169. WOODLAND MANAGEMENT PLAN

Update sent in by Cllr Rugg:

The latest draft plan produced by Richard Young of HCC Countryside Management team is now structured in the format stipulated by the Forestry Commission for a Grant Application. The draft contains the updates and suggestions gathered during site visits earlier this year with interested parties, including the Wildlife Volunteers. Probably the most important ongoing issue for SPC to address within the plan is the need for additional (and perhaps younger) volunteers although we can call upon the HCC Countryside Management Volunteer working party group for specific projects. The Forestry Commission Grant application/10-year plan was circulated to Cllr Mortimer and Garvey plus the Chair and Clerk for any comments or observations. This 10-year plan only addresses the Forestry Commission stipulated guidelines and does not provide for all the management requirements, designs and future planning for our woodlands. A more comprehensive approach to managing our woodlands is (or needs to be incorporated) within the Sarratt PC 5-year Land Management Plan 2017-2022 produced by A.G.A Consultancy that requires revising and updating. Particularly the sections on the allocation and agreement/alignment of tasks between contractors and volunteers for example "who does what where and when".

170. SUSTAINABILITY REPORT

Lead councillors report:

1. Oak saplings for replacing oak tree 666 taken down on the Green have been found and protected – they will stay in the ground until needed - preferably not beyond Nov 2021.
2. Peace Garden –
 - Contact has been made with Sarratt School but still waiting for them to respond.
 - Meeting with a garden designer on Friday 9th for a free advice session on site.

- Community garden committee has agreed to provide plants and labour – they will need a part of the £800 budget to do this.
- In the process of speaking to the residents in Myrtle Cottages to inform them and hopefully garner support!

3. The Queen's Green Canopy – this is a tree and hedge planting project tied into the Platinum Jubilee which I am very keen to support (see more below). I have been speaking to Zac at Herts County Council, and John Rugg, and things are starting to become a little clearer.

Cllr Garvey recommended we consider an alternative name for the Peace / Remembrance Garden. Cllr Thorp suggested we ask the school to name the Garden perhaps through a competition. Cllr Garvey will follow this up. Cllr Garvey asked about the budget for the Garden. It was decided that it can start at £800 and if more is required then Cllr Garvey to come back to Council for further funding. Regular maintenance of the garden needs to be factored in and it was suggested by Cllr Mortimer that the school children could get involved with this. Cllr Lowry highlighted that whatever is done must be accessible for all. Thanks were given to Cllr Garvey for moving the project forward.

Cllr Garvey informed Council of the Queens Green Canopy project - a tree and hedge planting initiative to cover the entire nation, celebrating the Queen's Platinum Jubilee, and bringing back green life in all its splendour, in the form of young trees and hedges, as well as protecting 70 ancient woodlands. We as a Parish have been asked to participate and feel this is something we could do. It could happen on a few levels, ranging from easily achievable to ambitious. Cllr Garvey requested assistance in talking to local landowners to establish if anyone would be willing to let their land be used for new trees / a new woodland. Cllr Farman suggested SPC request that parishioners plant a tree and then we find a landowner for a larger project.

POLICY & RESOURCES

171.LEAD COUNCILLORS REPORT

No written report.

172. APPROVAL OF PAYMENTS

To approve internet banking transactions to the sum of £11129.98. The Clerk informed Council there is a variation between the approval sum and the list of payments. This is due to a recommendation from the Internal Auditor (IA) that salaries should not be on public display.

Approved: Cllr Mortimer; Seconded: Cllr Garvey

173.QUARTERLY RECEIPTS AND PAYMENTS REPORT

Report attached in Associated Documents and Reports. The Clerk informed Council that on a quarterly basis this report will be produced for approval. On a

monthly basis Cllr Lowry will view the accounts and sign off. This is a recommendation from the IA and is seen as good practice.

174. QUARTERLY BUDGET REPORT

Report attached in Associated Documents and Reports.

PLANNING

175. LEAD COUNCILLORS REPORT

Cllr Farman advised he has spoken with former Cllr Soothill to see if SPC can incorporate into the Neighbourhood plan a requirement for notification of prior approval for any hedge removals.

176. TO COMMENT ON PLANNING APPLICATIONS

21/1443/FUL - Land Adjacent to 2 Micklefield Green Cottages Sarratt Road Croxley Green WD3 6AH

Construction of a 25m x 50m menage with associated change of use to equestrian

No Objection, but we ask that a check is conducted to ensure no hedgerows have been removed in the preparation or execution of this application.

Holly Hedges Farm Olleberrie Lane Belsize Hertfordshire WD3 4HN

- **21/1563/FUL** - Single-storey front and side extension.

The proposed plans are missing from this submission, so it has not been possible to fully assess it. However, if it is similar to other applications relating to this property, then we would object on the basis of over development. As such, SPC respectfully request that this is called into Committee if the planning officers are minded to approve.

- **21/1562/CLPD** - Certificate of Lawfulness Proposed Development: Construction of three single storey rear extensions, single storey side extension and construction of dormer window with hip to gable roof alterations
- **21/1567/PDE** - Prior Approval: Single storey rear extension (depth 6.9 meters, maximum height 4 meters, maximum eaves height 2.5 meters)
- **21/1566/PDE** - Prior Approval: Single storey rear extension (depth 7.9 meters, maximum height 4 meters, maximum eaves height 2.5 meters)

These applications appear to bring together previous permitted development applications to provide for one 'super' extension project with three rear extensions and a side extension.

Objection, on the basis of over development. The Parish Council think that this combination of piecemeal applications warrants a full planning application with proposed plans provided, to allow for proper and due consideration. As such, SPC respectfully request that this is called into Committee if the planning officers are minded to approve.

21/1417/PDF - The Mulberry Bush Farm Dawes Lane Sarratt Hertfordshire WD3 6BQ

Prior Notification: Change of use of agricultural buildings to a flexible commercial use Class C1 hotel/holiday accommodation.

SPC strongly object to this application on the basis that the site, situated in an Area of Outstanding Natural beauty (AONB), is wholly unsuited to the increase in traffic for a commercial business. We wish to point out to TRDC that the site map enclosed in the application erroneously shows a site entrance in Dawes Lane. The access in Dawes Lane has permitted access over Dawes Common for limited agricultural use only and Sarratt Parish Council will NOT permit access for any other purpose. Therefore, the only access for this proposed change of use is via Moor Lane that as a narrow single-track road is totally unsuited for the resultant increase in traffic. It should also be noted that Moor Lane is currently being assessed by HCC Highways as a potential Quiet Lane that would reinforce its unsuitability for a higher level of mixed-use traffic. SPC request that any legal process that is undertaken to relinquish any previous permissions as part of this application, should be subject to a condition that the legal process must be completed before any permission is granted on this application. This application continues a long history of abusing the spirit of planning laws, damaging the authority of the planning process and damaging the AONB. SPC respectfully request that this is called into Committee if the planning officers are minded to approve.

21/1461/DIS - York House School Sarratt Road Croxley Green WD3 4LW

Discharge of Condition 11 (SUDS) pursuant to application 20/1022/FUL

No Objection

177.TO NOTE PLANNING DECISIONS

Application No: 21/0841/FUL. The Lodge, Bay Tree Farm, Bucks Hill

Demolition of existing residential annexe and associated stables and equestrian buildings and the erection of a two storey detached dwelling.

SPC decision: No Objection

TRDC decision: Refused

Application No: 21/0542/FUL, Petherick Pastures, Bucks Hill, Sarratt

Demolition of existing buildings and menage and construction of detached bungalow with associated parking, hardstanding and soft landscaping

SPC decision: Objection

TRDC decision: Refused

Application No: 21/0983/FUL. The Orchard, The Green, Sarratt

Enclosure of existing brick-built columns to form extension and replacement of a glass roof with slate

SPC decision: Objection
TRDC decision: Approved

Application No: 21/0973/RSP. 38 Dawes Lane Sarratt WD3 6BB

Part Retrospective: Single storey side and rear extension

SPC decision: Objection

TRDC decision: Approved

178.ENFORCEMENTS

TRDC were unable to provide these this month to SPC.

179.TRDC LOCAL PLAN UPDATE

Cllr Dobson has been in contact with David Zerney from the Chandlers Cross Residents Association (CCRA) regarding the TRDC draft new Local Plan and their planned communication to Sarratt residents. The Chair noted in her communication to David Zerney that the TRDC draft new Local Plan does not include any sites in Sarratt for housing development which is good news for Sarratt. She has requested any CCRA communications to residents should state this and also be passed through SPC initially.

It was decided that Cllr Dobson and Cllr Farman will submit SPC's response on the draft new Local Plan to TRDC before the next SPC meeting in August.

HIGHWAYS

180.LEAD COUNCILLORS REPORT

No written report provided by Cllr Diggins who sent his apologies for the meeting.

Cllr Gell reported had seen an announcement (in the local paper) that work would be starting at the top of Bucks Hill but no date was given, but the drains need to be addressed as a matter of urgency. Cllr Gell to highlight with HCC.

Caroon Drive has undergone some work and Cllr Lowry reports that it caused minimal disruption.

A smaller dustcart is now being used for the Old Wheatsheaf access road and the residents are considering what repairs they may wish to make in due course to the potholes. No further action is needed by SPC at this stage.

Cllr Dobson informed Council that we are awaiting the lead time for the fingerposts.

Cllr Mortimer reported that Poachers Retreat has had a gate and path put in over SPC land.

Cllr Garvey reported on the damage being caused to Dawes Common on the stretch of road between the car park and the metal gates to the private garden. It was agreed Cllr Mortimer would arrange for wooden posts to be installed along this area to prevent parking and further damage to the common.

181.KGV ALIVE UPDATE

Cllr Thorp reported that 2 public consultation meetings were held at KGV Pavilion on Friday 9 July. These were Chaired by Mike Edmund and minuted by the SPC Clerk. Cllr Thorp reported the first meeting was significantly disrupted by members of the public opposed to the skate park. However, the second meeting was far more productive. The minutes from both meetings together with the survey results are available for public view on the SPC and SCCF websites.

Cllr Thorp brought to SPCs attention the comments made by District Councillor Reed at the first meeting. It was said that District Councillor Reed in his professional capacity undermined SPC and broke trust and purposely inflamed an already disruptive meeting. The comments that District Councillor Reed made were fundamentally wrong and inaccurate.

District Councillor Reed explained his objectives claiming cross purposes.

Cllr Dobson stated that she was very disappointed in District Councillor Reed for undermining and questioning the validity of SPC, having welcomed him to the monthly SPC meetings and given him our support as our new District Councillor.

District Councillor Reed apologised for his statements that were damaging towards SPC.

Cllr Lowry updated Council that he had been approached independently by several local residents either near or adjoining the KGV playing fields following the two public meetings, who relayed their concerns to be included in the feasibility study, namely;

One resident, adjoining the KGV playing fields felt unable to ask any questions in the previous Friday 6.00pm meeting due to its fractious nature, concerns were relayed on potential noise and litter problems. The locking of the park gates in the evening and use of operational CCTV as a minimum level of security and exactly how the project would be funded and paid for through its acquisition and maintenance.

182.REMEMBRANCE GARDEN UPDATE

Update given under Environment 170/21

183.OAK TREE 666

Plaque has now been ordered and paid for and should arrive soon. Cllr Mortimer suggested once it has been installed a picture should be put on the SPC website.

184.BIGGERSTAFFS PLAQUE

A 1.5 ft x 1 ft plaque has been agreed for the wall of the garage to commemorate the centenary anniversary of Biggerstaffs. Likely timing for the presentation will be September.

185.QUEENS JUBILEE GREEN CANOPY

Reported under Environment 170/21

186.CORRESPONDENCE

Letter received from Holy Cross Church requesting the use of The Green for a Labyrinth. It was agreed this can go ahead. The Clerk will write to Holy Cross giving SPC's approval.

187.PUBLIC QUESTION TIME

A member of public suggested SPC use a commercial wheely bin for emptying the SPC owned litter bins in the Parish which the Parish Warden could empty on a weekly basis into the commercial bin ready for collection by a waste disposal company. The Clerk to find out how much the Village Hall pays for the emptying of their commercial bin.

188.COUNCILLOR QUESTIONS AND COMMENTS

Cllr Thorp informed Council that he is resigning from Council at the end of August after 5.5 years. Policy & Resources will be led by Cllr Lowry. Cllr Dobson expressed thanks for all Cllr Thorp has done for SPC, and that there would be a more formal farewell before he left.

Cllr Gell informed Council that Sarratt Care lunches are now resuming.

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

Litter bin collection to be put on next Agenda.

The date of the next meeting will be Wednesday 18th August 2021.

Meeting closed at 21:55

Caroline Owen

Proper Officer/RFO, Sarratt Parish Council