

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



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FINAL MINUTES 9TH AUGUST 2022

Councillors: Angela Coakley
Iain Christie
John Gell
Simon Diggins
Lee Farman
Michael Lowry
John Rugg

Also Present: District Cllr Reed
11 members of the public

335/22 APOLOGIES AND ANNOUNCEMENTS

The Chair is absent due to pre-notified holidays.
Cllr Garvey is absent by prior notification.

In accordance with Standing Order P3 the Vice Chair, Cllr John Rugg was Chair for the meeting.

336/22 DECLARATIONS OF INTEREST

To receive any declarations of interest from Councillors and to ask for any special dispensations.
No declarations were received.

337/22 PUBLIC QUESTION TIME

Mr. Jeff Ford would like to speak about signage for the Village Shop and Community and Café.
Mr. Ford was unable to attend a but was represented by Ms Tracey Wilson on behalf of the Village Shop and Community Café. There is nothing in the Village to indicate the presence of the Shop or the Café. The shop is providing a vital service for villagers in a difficult financial climate. Some advertising would be an enormous help to encourage passing trade and the many visitors to the village.

It was noted that the Village Hall does not have signage. It was concluded that a separate finger post, with two fingers, one for the Shop/Café and one for the Village Hall, would resolve this.

Ms Wilson would like to be able to place an A Frame notifying when the Community Café is open. This would be placed on the Green in the morning and removed in the evening. Some questions were voiced around the Byelaws against structures on the Green. Further, the current Signs and Notices Policy will potentially require revising as it fails to address the needs of any signs for a noncommercial community café.

ACTION: The Clerk will obtain costings for a metal post with fingers and investigate the cost of a metal post for the signs and consider a suitable location. It was suggested this would be on the opposite side of the Green road and The Village Hall.

ACTION: The Clerk will propose a suggested amendment to the Signs and Notices Policy for consideration by Council.

338/22 MINUTES AND MATTERS ARISING

Cllr Rugg commented that it should have been noted that the Environment Councillor absent at the last meeting, did however, submit a Report that has been circulated to Councillors.

The minutes were signed by the Chair Cllr Rugg.

339/22 DISCUSSION OF MATTERS ARISING FROM THE MEETING ON 12th July 2022

There were no matters arising from the meeting of the 12th July 2022.

340/22 TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE COUNCIL.

Cllr Diggins will give a report of the Joint Parish Council Meeting on the 7th July 2022, attended by himself and the Clerk.

Cllr Diggins commented that the JPC meeting was well attended, but that TRDC (Three Rivers District Council) did not attend, and he felt that this was impolite of them. He added that it was wide ranging and useful to hear of the issues encountered by our closest neighbours.

- There are many events taking place in the local area, but there is no compilation of these in a dedicated calendar.

ACTION: The Clerk will investigate setting up a Clerk's network for collating this information.

- Coverage of Sarratt by a PCSO. We share the services of a PCSO - through the generosity of Croxley Council and the PCSO themselves – as SPC make no financial contribution to this. Croxley are presently, withholding payment for PCSO services as, due to the absence of their local PCSO on other duties, the service is not currently provided according to the terms of the service agreement.

Former Cllr Nick Mortimer said he understood that our last PCSO is now seconded for 9-12 months but is still monitoring the area remotely and maintains contact.

- Police Officer Dan Cunningham has just confirmed that the new PCSO will be PC Alyssa Kite. Alyssa.Kite@herts.police.uk
- Although the response times from 999 were experienced to be 8 minutes, Former Cllr Mortimer will research as to whether a service level agreement exists with Herts Constabulary.
- Speed Control measures were seen to be of great importance as they affect Safety and the Cycle ways proposals, and it was agreed that it was opportune to update the Council and residents on feedback from the recent Spotlight Survey on speed restriction in Sarratt Parish and also invite comments from residents present at the meeting
- Cllr Diggins confirmed that has obtained a grant from the Herts Police and Fire Commissioners, for a minimum of £750. This will be spent on necessary measures for speed restrictions.

A local resident and ex-Inspector of Police Peter Hern, spoke with respect to Policing and speed restricting measures.

- However, speed limits cannot be enforced regularly by the Police (due to Police numbers and funds)
- Although the Bovingdon Speed Watch initiative was successful but is no longer running.
- It was thought that an application for a Traffic Regulation Order would be required for the creation of a blanket 40/30 mph, or in very rural parts 20 mph limit. This lower speed has been adopted by some rural Welsh Councils.
- Mr. Hern commented that the lower the speed limit, the greater the success in reducing speed. Cllr Rugg noted that there are many large and very large vehicles attempting to manoeuvre the narrow lanes around Sarratt.
- Former Cllr Soothill, cautioned against a blanket speed limit area, as this may define the area of the Village in too specific terms from a Planning perspective.

ACTION: Cllr Diggins to circulate a note to all interested parties on speed limit options.
CLERK – at Cllr Reed’s suggestion, we should contact David Lloyd at Office of the Police and Crime Commissioner for Hertfordshire.

Cllr John Rugg, Cllr Flo Garvey and the Clerk had a meeting with District Cllr Ciaran Reed on Tuesday 2nd August to discuss the works required on the Cricketers Pond. C Cllr Reed informed us that TRDC have a CIL unallocated fund of around £7m, that has been suggested as a fund potentially available for large community focused works. It is suggested that the Pond and the Pavilion and Field works required at KGV Pavilion would be excellent projects for consideration to apply to this fund.

ACTION: Clerk to ask Lee Tyson, head of the HCC Countryside Management Team, who managed the initial upgrade of the pond many years ago, to visit the site and to provide an estimated cost to upgrade to water quality and any works such as to stabilize the banks.

KGV new deed of variation. There are now further restrictions on the use of the Pavilion. The latest TRDC proposed draft Deed of Variation is currently being considered by the Parish Council and the Management Trustees.

KGV Management Trustees are addressing the need to find the necessary grant funding to upgrade in particular the female changing room facilities for the girls football teams as well as repairs to the fabric of the building and fittings. One urgent repair that will be required, shortly, is to replace the gutters on the pavilion and it is hoped that the Parish Council CIL Funds can be considered for this purpose.

Cllr Lowry had circulated the CIL funds amounts currently held by the Parish Council. District Councillor Reed added the reminder that if the CIL funds held by a Parish were not allocated to projects within a specified period of time, they had to be returned to the District Council who would add them to their central CIL fund.

ACTION: Cllr Diggins has agreed to join the board of KGV, as the second SPC nominated Management Trustee representative.

Cllr Rugg appealed to members of the public to consider canvassing others who may be interested in the two current KGV Management Trustee vacancies to make up a panel of three to assist in the running and management of the playing field and pavilion.

341/22 CLERK’S ACTIVITIES

The Clerk reported on the actions she had taken in a number of areas as outlined in her report.

342/22 TO RECEIVE A REPORT FROM FORMER COUNCILLOR SOOTHILL, ON DEVELOPMENTS ON THE NEIGHBOURHOOD PLAN, PRIOR TO THE SECOND PUBLIC CONSULTATION ON THE 15TH AUGUST.

The Neighbourhood Plan, having duly considered all comments from last year's consultation is due to go live with a second public consultation from 15th August to 25th September.

Councillors will be provided with an advance copy of the latest draft of the Plan ahead of the launch. The key changes to the draft policies were outlined, including the incorporation of important views to be preserved from the two Conservation Areas. Thanks were expressed to Councillors Garvey and Farman for the help in redrafting the biodiversity and sustainability policies, and also to the Council for its continued help and financial support. Parishioners are invited to engage with the consultation from Monday 15th August at sarrattneighbourhoodplan.org. Finally, former Cllr Mortimer reminded the meeting of the importance of encouraging parishioners to vote once it goes to a referendum, which is likely to be in Spring 2023.

343/22 PLANNING

TO RECEIVE THE LEADS REPORT

There was no report this month.

344/22 REVIEW RECENT PLANNING APPLICATIONS

Burlington Property Development's application for 74 houses has passed its deadline for comments and objections. No decision is known as yet. Additional documents were published by Burlington discrediting and countering objections and much misleading information has been disseminated. Additional professional assistance is being sought by Cllr Farman to mount opposition.

The Mulberry Bush has failed to supply vehicle numbers, promised at the last meeting between Mr Norris, Cllr Farman and Cllr Christie, associated with the Dragonfly School.

ACTION: Clerk is to write to the Mulberry Bush asking for this information so that the matter of a way leave can progress.

Cllr Farman commented that TRDC applications for Planning Permissions had increased since 2017/18 but are now returning to more usual levels.

- 28, Dawes Lane, Sarratt - No objection on the basis that this is a small extension that does not change the number of bedrooms, with limited effect on biodiversity. We encourage the applicant to significantly improve the energy efficiency of the dwelling as part of this development.
- Hill Brow, Bragmans Lane, Sarratt –No objection on the basis that this application is same size as previously approved permission. We are pleased to see the inclusion of energy sustainability elements such as the air source heat pump.
- Rear of 47 Church Lane, Sarratt – Noted
- Crestyl Barn, Watercross Farm, Sarratt - Noted

345/22 PLANNING ENFORCEMENTS AUGUST 2022

16/0178/COMP & 22/0077/COMP: The Old Boot Public House - Unauthorised Works: Extension of car park into adjacent field / Erection of a marquee (David Heighton)
Planning permission granted. Site visit required before closing case. It should be noted that we have received a complaint regarding the marquee so this will be opened a new case.

A complaint has also very recently been raised in respect of the marquee and whether it requires planning permission. Our view is that the marquee is likely to require planning permission if it remains in its current position. The owner will be made aware to submit a planning application for its temporary erection (mainly during summer months) given a permanent marquee (that constitutes development would be unacceptable from a heritage perspective).

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.

19/0118/COMP: Blacketts Nursery, Rousebarn Lane - Unauthorised Material Change Of Use - business in operation (David Heighton)
Officer researching into the planning history before writing to land owner.

20/0171/COMP: Fir Trees, Dawes Lane, Sarratt - New access and erection of gates (David Heighton)
Enforcement notice served and came into effect. No appeal made so notice required to be complied with by 7th May 2022. Officer has visited and will be writing to advise that notice has not been complied with. Matter to be passed to legal department shortly if no remedial works have taken place.

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 fencing works in the Green Belt (David Heighton)
Fencing requires planning permission as over 1m in height adjacent to road. Owner made aware that the fencing at this height is unacceptable. Notice likely to be drafted in coming months.

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 visits have taken place 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.

21/0002/COMP: Barn at Dellfield Farm - Unauthorised works to converted barn including extension of residential curtilage (Aaron Roberts)
Officer visits, breach identified, Officer to write to owners.

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. Officers waiting for access.

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 have beyond the scope of the planning permission. Owner informed and given a deadline to submit a planning application.

21/0143/COMP – Winchwood, Windmill Hill, Chipperfield - Material change of use: Extension of residential curtilage (David Heighton)
Officer undertaken visit and looking into matter.

21/0144/COMP – Woodlea House, Windmill Hill, Chipperfield - Material change of use: Extension of residential curtilage (David Heighton)
Officer undertaken visit and looking into matter.

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. The enforcement appeal has been dismissed (24 May 22) with the notice requirements upheld. Compliance with the notice is now expected by 24 August 2022.

An permanent injunction has now been obtained.

A site visit will take place on or shortly after 24 August to check on compliance. If the notice has not been complied with the matter will be escalated to our legal department to consider next steps.

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 submitted under 21/2611/DIS & new application under 21/2612/FUL (pending consideration).

21/0193/COMP – Vine Cottage, The Green – unauthorised fencing (Scott Volker)
Enforcement Notice served. See attached.
District Councillor Ciran Reed commented that Vine Cottage's enforcement had been issued and that TRDC will remove the fence itself, if it is not removed satisfactorily.

22/0014/COMP – Morar, Dimmocks Lane, Sarratt - Installation of non obscured first floor windows and works not in accordance with 21/1090/FUL (David Heighton)
Site visit undertaken and owner advised of requirements to ensure compliance with GPDO.
Works to be altered.

22/0019/COMP – Land at Long Spring, Sarratt Lane - Felling of protected trees and creation of access (Matt Roberts)
Application has now been submitted under 22/0346/RSP. Removal of trees has been subject to investigations by the Landscape department and Forestry Commission – conclusion was that re-planting is to take place following submission of tree works application to the Council (this has now been submitted). Planning application is still pending as highway and ecology concerns remain. An extension of time has been granted until the end of August as the applicant seeks to instruct professional highway/ecology consultants.

22/0031/COMP - Ravenswood Farm, Church Lane, Sarratt (Clara Loveland) - Residential use of agricultural buildings (Clara Loveland)
Following site visits we have also served a Planning Contravention Notice (PCN) which has been responded to. Having regard to the evidence received the Case Officer is now working on an

enforcement notice given our current view is that the building is not immune from enforcement action (i.e. via the 4 year rule) with its use also requiring planning permission. We will be considering whether our notice requires the complete removal of the building or the cessation of the use and the associated works (i.e. domestic windows etc). We anticipate that a notice will be served before the end of September to ensure we remain within the 4 years to have a good chance of success if appealed.

22/0043/COMP – Land opposite Great Sarratt Hall, The Green, Sarratt - Use of barn as a mechanic workshop (Clara Loveland)

Site visit undertaken. Further discussions to take place on this.

22/0083/COMP – Holly Hedges Wood, Olleberrie Lane - Unauthorised material change of use: Caravan used for residential purposes (Scott)

Site visit to take place.

22/0106/COMP – Hollymead, Bucks Hill, Kings Langley - Works not in accordance - Unauthorised Demolition (Scott)

Owner made aware that the works are not in accordance with Prior Approval so works should cease and discussions sought with the LPA.

The Mulberry Bush

Officers currently in process of putting together a Planning Contravention Notice, covering the following points before considering enforcement action. This is to be completed asap and checked over before issued. Due to Officers annual leave, it is hoped that this will be issued in August.

- Unauthorised commercial use of barn by Carefree Camping
- Unauthorised use of barn for mixed use school/home schooling and holiday rental purposes
- Unauthorised fenestration detailing (UPVC) to a number of barns
- Unauthorised use of a barn for independent residential purposes
- Unauthorised engineering operation to form a pond
- Use of Polly-tunnels

C Cllr Ciaran Reed commented that this should be concluded at the end of the summer.

346/22 ENVIRONMENT

TO RECEIVE THE LEAD COUNCILLORS REPORT

Cllr Rugg has been conversing with Holly Rogerson at the Forestry Commission with regard to felling issues within Sarratt.

We are hoping that Holly will visit the area in question and give her opinion on next steps for SPC.

The complaint about the blocking of footpath SA3, resulted in a visit to it by Andrew Whitewood to discover that the difficulty was on Chipperfield's side.

347/22 SUSTAINABILITY

TO RECEIVE THE LEAD COUNCILLORS REPORT

QGC – nothing to report, other than that residents are watering the Dawes Lane trees.

Oak at entrance to village – put in a stake in a potential spot with the Dudleys – need to change it for better hedge cutting access but am talking to Andrew Whitewood about this.

Bike Racks – ordered by Lena, donation from SCCF agreed. Delivery expected around 18Aug. Andrew Whitewood to install.

Allotments – Joe has started work on clearing the tractor track. Plot holders who received letters have largely started to act on the requests. The water usage this year is going to be very high – I would like to look into some way of capturing rainwater/limiting water use on the site - this will be an ongoing project for me..

Discussion on ‘Biodiversity net gain’ led by Nikki Wood, CEO of environmental consultancy ‘Engain’ on 18 Aug. You are all invited to join this – 7.30, Village Hall.

Thank you!

348/22 HIGHWAYS

TO RECEIVE THE LEAD COUNCILLORS REPORT
See item 350/22

ACTION: Cllr Diggins with continue to press the issues in Redhall Lane.

ACTION: Note – we should refresh the website so it has relevant road works on it.

349/22 RESOURCES AND POLICY

TO RECEIVE THE LEAD COUNCILLORS REPORT

A brief discussion took place on the need to consider the likely effects of inflation and to take into consideration for the next years budgets, the likely effect on purchased services. Cllr Lowry will give this some consideration when presenting the figures at the September meeting. The Clerk will meet with Andrew Whitewood to update the likely forward costs for environment management. The comment was made that the large hike in diesel costs earlier in the year that would normal affect grass cutting, was somewhat offset this financial year due to the drought, when very little grass cutting has been taking place.

350/22 APPROVAL OF PAYMENTS

TO APPROVE THE INTERNET BANKING TRANSACTIONS TO THE SUM OF £6,206.81.
Approved Cllr Christie. Seconded Cllr Rugg

SPC spending in July was consistent with previous month and hopefully, a stable spending profile, will be maintained until the Autumn. We are also awaiting comments from our Auditors at this time and will commence our preparations for our half yearly review of spending against our budget in September.

A questions was raised on the impact on the current level of inflation on next year’s precept budget. Cllr Lowry said it is more than likely to have an impact on next year’s budget level as SPC

were also experiencing an increase in costs from its suppliers. More guidance will be provided in the Autumn on next year's Budget by creating a range of figures for consideration by the Council. Cllr Lowry has been looking at the insurance values of our Assets and has concluded that in general we are over rather than under, insured. This is a healthy position to be in. Work is to be done, in conjunction with the Clerk and Andrew Whitewood, on the Asset Register and Schedule of Maintenance Works as the initial preparatory work for next year's budgeting round.

351/22 CORRESPONDENCE

A letter from Mariet Bramall of Cancer Research UK Rickmansworth asking permission advertise the forthcoming Autumn Fair, on the Green. Unfortunately, this will not be possible, (due to Byelaws) but a banner affixed to a fence, or wall would be acceptable.

352/22 COUNCILLOR QUESTIONS AND COMMENTS

Cllr Gell asked about the TRDC CIL money and reminded the meeting that any quotation and subsequent grant application for remedial work on the Cricketers Pond should be uplifted by 10% for maintenance over 10 years – which is costly.

353/22 DATE OF NEXT MEETING AND ITEMS REQUESTED TO BE PUT ON THE NEXT AGENDA

The meeting ended at 21:25 pm

The date of the next Council meeting is Tuesday 13th September 2022