

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



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**DRAFT MINUTES OF THE SARRATT PARISH COUNCIL MEETING HELD IN SARRATT
VILLAGE HALL – TUESDAY 11TH JULY 2023**

Present: Councillor Sarah Dobson - Chair
Councillor Angela Coakley - Vice Chair
Councillor Lee Farman
Councillor Michael Lowry
Councillor Flo Garvey

In attendance: 2 members of the public
Mrs Lena Mortimer – Clerk to the Council

23/161 APOLOGIES AND ANNOUNCEMENTS

Apologies were received from Cllr Diggins. Apologies were also received from District Councillor Reed, who was attending a Full Council Meeting of TRDC.

23/162 CO-OPTION OF NEW COUNCILLOR

James Alder attended the meeting to be co-opted onto SPC and introduced himself to the Council. It was resolved to co-opt James Alder onto the Council, who has agreed to support Cllr Farman with planning matters.
Proposed: Cllr Coakley; Seconded: Cllr Farman

Cllr Alder joined other members at the Council table and was presented with his Declaration of Acceptance and Disclosure of Interests for completion and the paperwork for the rest of the meeting.

23/163 DECLARATIONS OF INTEREST AND DISPENSATIONS

There were none.

23/164 PUBLIC QUESTION TIME

There were two members of the public who attended in order to speak on a planning matter later in the meeting.

23/165 MINUTES OF THE MEETING HELD ON 13 JUNE 2023 AND MATTERS ARISING

Cllr Lowry requested the word "outstanding" be replaced with "satisfactory" in the first line of agenda item 23/154.

There were no other matters of accuracy relating to the Minutes of the Council meeting on 13 June 2023 and it was resolved to adopt these as a true and accurate reflection on the meeting.

Proposed: Cllr Lowry; Seconded Cllr Garvey

There were several matters arising from the Minutes of the last meeting not already covered later in the agenda.

- A carry over from the Annual Parish Council Meeting on 9 May 2023 – Cllr Garvey formally confirmed that she is willing to be the Lead Councillor for Sustainability, and to represent Sarratt on the TRDC Environment Forum and the Sustainable Sarratt group, and also to be the link to the Youth Group. Cllr Garvey commented that she feels the Youth Group may be dwindling but will make contact to see if this is the case.
- Information Board for the Pump and wildlife on the Green – Cllr Garvey will work with the Clerk to source and price the board. Cllr Dobson suggested the person who designed the new Information Boards along the River Chess may be able to assist with the design of the one for the Pump. Cllr Garvey to contact the River Chess Association.
- Cllr Dobson advised the date for flying the Ukraine flag to mark their Independence Day is 24 August. Cllr Diggins volunteered to organise this.

23/166 TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETING ON BEHALF OF THE COUNCIL

- Cllr Coakley attended an annual inspection of the Alms houses.
- Cllr Garvey and the Clerk attended a meeting of the Environmental Land Management sub-committee. Details of this are reported under the Environment Agenda item.

23/167 CLERK'S ACTIVITIES

- Sarratt Prescription Service – Carol Chorley and the Clerk have spent a considerable time attempting to resolve the medication collection service, but without success as New Road Surgery is not permitted to hand prescriptions out to a 3rd party / intermediary. Patients will therefore have to collect prescriptions from the Chemist or have them delivered to their home.
- Sign of the Times will be paid once SPC has erected the remaining fingerposts and is satisfied with the quality of them.
- Defibrillators – Notices in the Village Shop and website and an article in Spotlight will be used to inform Sarratt of the locations of the 3

defibrillators in the Village. The Spotlight article will also be used to thank Mr Dix for his generous donation which has funded the defibrillator at the top end of the Green.

- No Mow May – HCC Highways and TRDC have now mowed the verges alongside King George V Way and at the corner of Dawes Lane and Downer Drive. It was noted one of the 4 trees on this corner looks to have died.
- New Hall Farm – the Clerk to chase the HCC Rights of Way Team for a response to her request to visit the site. There has also been no response from the owner to SPC's letter, and it is understood walkers are still being approached about walking along the RoWs that traverse New Hall Farm.
- Neighbourhood Plan – this is now out for public consultation at District level until 8 August. A notice has been placed in the Village Shop to advise residents how to comment if they wish.
- Trees damaged in the storms – now awaiting invoice for the work completed (ca. £600)
- Highways – the Clerk will contact County Cllr Phil Williams at Lead County Councillor for Highways for his assistance with the accident black spots at the corner of North Hill by the Church, the crossroads on the Green, and Coltspring Corner.
- The Fair has asked to come to Sarratt in July in future, rather than May as the better weather attracts more visitors. Council agreed to this in principle and asked the Clerk to request the Fair to provide at the start of 2024 the exact dates on which they wished to come.

PLANNING

23/168

LEAD COUNCILLORS REPORT

Nothing to report.

23/169

PLANNING APPLICATIONS

- **Construction of front porch, alterations to fenestration of rear extension including rooflight and internal alterations**
Middle Cottage The Green Sarratt Rickmansworth Hertfordshire WD3 6AY Ref. No: 23/1009/FUL
No Objection. We encourage the applicant to use the opportunity of these changes to significantly improve the insulation and energy efficiency of the building.
- **Demolition of existing garage and construction of a new detached garage with an attached bin store**
Hunterswood Lodge Penmans Green Sarratt Kings Langley Hertfordshire WD4 9AY Ref. No: 23/1030/FUL
No Objection. We encourage the applicant to use the opportunity of

these changes to significantly improve the insulation and energy efficiency of the building, perhaps even the addition of solar panels.

- **Certificate of Lawfulness Existing Use: Use of land for B8 Storage use**
Cottage Farm Redhall Lane Chandlers Cross Rickmansworth
Hertfordshire WD3 4LT Ref. No: 23/0961/CLED
Noted.
- **Retrospective: Installation of a model railway track, a bridge and two shipping containers**
Land Known as the Puffing Field Adjoining Brackenhurst The Common
Chipperfield Hertfordshire Ref. No: 23/0917/RSP
We object to this application on the basis that we believe it provides unsustainable development and reduction of biodiversity in a Green Belt area. The storage containers which appear to be viewable from a public right of way are not suitable structures in keeping with Green Belt space. There is also some evidence that these containers are being used to form a "club house" type structure which does not seem to be made clear in the application documentation. The block diagram has 29 car parking spaces marked out. This not only has a potentially damaging effect on the land, has led to the removal of trees, but also implies a potential volume of traffic which the poor access route to this site would struggle to support. Even though it is clear that the site does not operate the train for more than 28 days a year, there is strong evidence that the site is used for more than 28 days a year which include development and maintenance operations. These operations include the use of a generator and other noise generating activities, which provides an unacceptable noise disturbance to the neighbours.
- **Installation of ground mounted solar panels**
Olleberrie Farm Olleberrie Lane Belsize Rickmansworth Hertfordshire
WD3 4NT Ref. No: 23/0800/FUL
No objection. As far as we can tell there will be no negative impacts from this installation on the views of the area. We strongly support the installation of solar panels and the support by Sarratt Parish residents to the reduction of fossil fuel energy use and helping to move towards net zero in our area.
- **Internal alterations and alterations to fenestration; external materials including render, timber fascia and cladding; alterations to front driveway and including land level changes, retaining walls and stepped access with associated landscaping works.**
Maybury Dunny Lane Belsize Kings Langley Hertfordshire WD4 9DQ
Ref. No: 23/0652/FUL

this ancillary building towards a separate dwelling. We request that the LPA apply further protections to ensure that this ancillary building cannot become a dwelling or separated from the main dwelling.

TRDC: Approved (No additional restrictions in the decision notice)

- **Demolition of existing conservatory and construction of single storey rear extension; loft conversion including hip to gable roof extensions, front dormers and rear rooflights; side juliet balcony and rear solar panels; front porch extension, alterations to front steps, external insulation and alterations to external materials including timber cladding.**

Griffins Flaunden Lane Belsize Rickmansworth Hertfordshire WD3 4NS Ref. No: 23/0704/FUL

SPC: We welcome investment in dwellings, the improvements in insulating that brings and the installation of renewable energy. We note also, that a lot of this application is potentially allowable under permitted rights and mostly uses existing footprint we have no objection in principle. The change to roof shape on the neighbouring property side may have some impact on the neighbour so we request that this is carefully checked. We request that the applicant improves the insulation and energy efficiency of the building as part of these works, significantly beyond the requirements of the current building regulations.

TRDC: Approved

- **Demolition of existing outbuildings and partial demolition of existing annexe and renovation of existing annex with associated alterations and fenestration works; construction of single storey front and side extensions with a sedum roof to main dwelling and rear rooflights; alterations to fenestration works and external materials including timber cladding and stone wall.**

The Spinney Dawes Lane Sarratt Rickmansworth Hertfordshire WD3 6BQ Ref. No: 23/0682/FUL

SPC: No objection. If approved we would like to encourage the applicant to use the opportunity of the changes to these buildings to significantly increase the energy efficiency of the construction beyond the requirements set by building regulations.

TRDC: Refused (The proposed extensions when viewed in conjunction with existing extensions to the dwelling would result in disproportionate additions over and above the size of the original building.... In the absence of sufficient information, it has not been demonstrated that the proposed development would not have an adverse impact on any protected species which may be present within or use the site)

- **Demolition of existing stable buildings and construction of replacement stable buildings**

Corner House Redhall Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4LX Ref. No: 23/0521/FUL

No Objection. We encourage the applicant to use the opportunity of these changes to significantly improve the insulation and energy efficiency of the building, perhaps even the addition of solar panels.

23/170

PLANNING DECISIONS

- **Partial demolition of existing single storey rear extension and construction of single storey rear extension.**
29 Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HN Ref. No: 23/0765/FUL
SPC: No objection: We encourage the applicant to improve the insulation and energy efficiency of the building as part of these works, far beyond the current building regulations.
TRDC: Approved
- **Listed Building Consent: Demolition of existing conservatory and construction of two storey rear extension, external materials including cladding.**
Old Plough House Plough Lane Sarratt Rickmansworth Hertfordshire WD3 4NN Ref. No: 23/0753/LBC
SPC: We recognise that the existing conservatory is not in keeping with the historic building, however, we object to this application on the basis that this large extension will be wood clad and is not in keeping with the rest of the building. We do recognise that the external shape and matching windows would appear to be in keeping with the historic building.
TRDC: Withdrawn
- **Demolition of existing conservatory and construction of two storey rear extension, external materials including cladding**
Old Plough House Plough Lane Sarratt Rickmansworth Hertfordshire WD3 4NN Ref. No: 23/0752/FUL
SPC: As this application utilises an existing footprint, and removes an out of place, energy inefficient conservatory, we do not object to this extension in principle. However, the external view of the extension is not in keeping with the rest of the building, which is an important criteria for a part listed building. If this application does end up going ahead, after hopefully, some revisions to the external view, we request that the applicant improves the insulation and energy efficiency of the building as part of these works, significantly beyond the requirements of current building regulations.
TRDC: Withdrawn
- **Loft conversion including front dormer window, rear rooflights and alterations to fenestration to existing outbuilding**
Framptons Commonwood Sarratt Kings Langley Hertfordshire WD4 9BA Ref. No: 23/0723/FUL
SPC: We understand the desire to improve the use of current loft space, however we are concerned that these changes further progress

The Mulberry Bush Farm Dawes Lane Sarratt WD3 6BQ Ref. No: 22/0052/REF | Received: Mon 12 Dec 2022 | Status: Appeal In Progress APP/P1940/W/22/3312969 – Written review type - interested Party Comments due 29 May 2023

- [Outline application: Erection of up to 9 new homes, associated access, parking and landscaping \(Appearance, Layout, Landscaping and Scale as reserved matters\) \[APPEAL TO BE HEARD AT THE SAME TIME AS APPEAL APP/P1940/W/22/3311477 / LPA PLANNING REF 22/0601/OUT AT LAND AT REAR OF 17-49 CHURCH LANE, SARRATT\]](#)

Land Adjacent 97 Church Lane Sarratt Hertfordshire. Ref. No: 22/0048/REF | Received: Fri 18 Nov 2022 | Status: Appeal In Progress – Postponed to 5 September (SPC has submitted response)

- [Outline application: Erection of up to 78 new dwellings, a new Doctors Surgery and Scout HQ with vehicular access onto Sarratt Road \(Appearance, Layout, Landscaping and Scale as reserved matters\) \[APPEAL TO BE HEARD AT THE SAME TIME AS APPEAL APP/P1940/W/22/3311479 / LPA PLANNING REF 22/0602/OUT AT LAND ADJ 97 CHURCH LANE, SARRATT\]](#)

Land At Rear Of 17 - 49 Church Lane Sarratt Road Hertfordshire Ref. No: 22/0047/REF | Received: Fri 18 Nov 2022 | Status: Appeal In Progress - Postponed to 5 September (SPC has submitted response)

- [Certificate of Lawfulness Proposed Development: Construction of a detached ancillary building](#)

Ramillies The Green Sarratt Hertfordshire WD3 6AY. Ref. No: 22/0034/REF | Received: Thu 30 Jun 2022 | Status: Appeal In Progress - APP/P1940/X/22/3302179 – Still awaiting final decision

- [Outline Application: Construction of up to 20 residential dwellings \(Use Class C3\) with new access to Church Lane and proposed pedestrian link to existing public footpath. \(appearance, landscaping, layout and scale reserved\).](#) (Clovercourt)

Land To The Rear Of 76 And 78 Church Lane Sarratt WD3 6HL Ref. No: 22/0025/REF | Received: Mon 30 May 2022 | Status: Appeal In Progress - APP/P1940/W/22/3300083 – Still awaiting final decision

Appeal Decisions:

- [Erection of agricultural barn](#)

New Oak Farm Flaunden Lane Belsize Hertfordshire WD3 4FF Ref. No: 22/0043/REF | Received: Wed 26 Oct 2022 | Status: Appeal In Progress - APP/P1940/W/22/3309749 – Written type - Interested Party Comments due 11 Apr 2023 – relates to 22/1009/FUL where SPC responded “SPC object to this application on the basis that collection of hay for onsite horses is a domestic purpose and not a suitable reason for an exception on a Green Belt site. We note that a barn was constructed previously on this site which was only relatively recently changed to another use. There is concern that this new barn application is continuing the overdevelopment of this open site and

SPC: No objection

TRDC: Approved

- **Demolition of existing dwelling and ancillary buildings and construction of single storey detached dwelling with accommodation in the roofspace served by front, side and rear rooflights with associated parking and landscaping**

Ashwood Bucks Hill Kings Langley Hertfordshire WD4 9AP Ref. No: 23/0249/FUL

SPC: Whilst the new single storey detached dwelling looks to be of a similar footprint, the addition of accommodation in the roof space looks to potentially increase floor space by greater than 40%. SPC notes the likely impact will be minimal and support investment in local property improvement, but equally cannot support increases of >40% in floor space for dwellings in Green Belt without special circumstances and none have been presented. SPC will therefore be guided by the Planning Officer's decision on whether to approve the application, and request that if approved, restrictions are added that remove further development rights to the property, and that the applicant use the opportunity of this new build to significantly increase the energy efficiency of the construction beyond the requirements set by building regulations.

TRDC: Withdrawn

23/171

PLANNING APPEALS

Appeals in progress:

- **Construction of single storey extensions; internal alterations and alterations to fenestration extension of driveway and landscaping alterations**

The Old Dairy Micklefield Hall Sarratt Road Rickmansworth Hertfordshire WD3 6AQ Ref. No: 23/0007/REF | Received: Fri 03 Feb 2023 | Status: Appeal Lodged – APP/P1940/D/23/3316019 Written review type

- **Construction of part single, part two storey side extensions including internal alterations and rooflights, single storey side garage extension including increase in ridge height of existing garage and side rooflights.**

3 The Briars Sarratt Hertfordshire WD3 6AU Ref. No: 22/0057/REF | Received: Mon 09 Jan 2023 | Status: Appeal In Progress –APP/P1940/D/23/3314390 Written review type, no interested party dates on Planning Inspectorate

- **Part Retrospective: External alterations to former agricultural buildings following the change of use to flexible commercial use (Class C1 hotel / holiday accommodation) including the insertion of rooflights, windows and doors, alterations to openings, addition of external balustrade and re-cladding of the exterior walls**

has the potential to lead to further changes of use and development. If the officers are minded to approve we request this application is brought to the Planning Committee". TRDC refused on the basis "The proposed agricultural barn by virtue of its size and positioning to Flaunden Lane would result in an unduly prominent building which would adversely affect the visual amenity of the streetscene. In addition the new building if constructed would be read in conjunction with existing buildings on site which would heavily urbanise the rural character of the area, to its detriment."

DECISION: Appeal allowed subject to conditions (conditions relate to landscaping aspects)

ENVIRONMENT

23/172

REPORT

Cllr Dobson referred to the report she had submitted for the meeting, and an update was provided by Cllr Garvey on the Land Management sub-committee meeting:

10-year Woodland Management Plan

Following approval by the Rural Payments Agency at the end of May of our Application for a Forestry Commission (FC) grant for completion of our 10-year Woodland Management Plan, Andrew Taylor subsequently submitted the Plan at the end of June. This has now been passed to FC Woodland Officer, Jonny Ball for review. We now await its approval, which can take a few months. Once approved by the FC, they will issue a felling license and Andrew as the HCC Countryside Management Team representative will be able to seek quotations for the work detailed in the plan.

5-year Land Management Plan

The sub-committee meet ahead of the full Council meeting to review the second iteration of the Land Management Plan. Cllr Garvey advised a few further amendments had been made and the final report will be circulated to Council. The sub-committee noted Pound Pond is leaking and a liner is proposed. Cllr Garvey will contact HMW Trust to check if this is a good course of action. Morton's Pond also requires remedial works and there is a need to define/find hedge cutting dates. "What Three Words" was also suggested as a means for volunteers to identify the location of trees they feel may be in need of attention

Cllr Garvey asked Cllr Lowry for a summary of the Environmental budget.

The sub-committee has also taken a first look at the King Charles III Commemorative Walk through the Parish. The proposed route would encompass Sarratt, Commonwood, Penmans, Rosehall Farm with an option to drop down to Valley Farm or cut back to Sarratt for a shorter walk. Money raised by the village Coronation Day event in May will be

spent on markers, boards and signage. One suggestion was to invite the pubs included on the route for sponsorship to produce a leaflet on the walk to be made available in the Village Shop and the pubs.

Cricketers Pond Grant

We should hear back from the National Lottery by end July whether our application has been successful.

Cllr Dobson noted she had recently spoken to District Cllr Chris Lloyd who shares Cllr Garvey's desire to join up some of the footpaths that don't exactly meet where they cross some of the roads through the Parish. Cllr Dobson said she has advised Cllr Lloyd that we were unlikely to start work on this till after the summer holidays and suggested Cllr Garvey reach out to him in September.

SUSTAINABILITY

23/173 LEAD COUNCILLORS REPORT

Nothing to report.

Cllr Garvey had to leave the meeting at this point.

HIGHWAYS

23/174 TO RECEIVE LEAD COUNCILLORS REPORT

There was no report provided by Cllr Diggins this month.

Cllr Dobson noted the concerns being raised in Chorleywood as part of the consultation process on the TRDC Cycling and Walking Infrastructure Plan, which proposes making Common Road one-way and closing the white bridge over the trainline at the bottom of the common. Both of which would force more traffic down Green Street and through the centre of Chorleywood which would cause chaos. Cllr Alder noted a similar scheme had been implemented in Gerrards Cross, but because of the problems it caused, was abandoned several months later.

POLICY AND RESOURCES

23/175 TO RECEIVE LEAD COUNCILLORS REPORT

Cllr Lowry advised SPC now has access to 95-day savings account with the co-op which offers a higher rate of interest than the current co-op savings account. This in compliance with auditor's request that as good practice reserves are held in an interest earning account. It was resolved to transfer £30,000 to the 95-day account.

Proposed: Cllr Farman; Seconded Cllr Coakley

The Clerk noted she has the completed paperwork ready to send off to Santander to access the account SPC holds with them. She will now photocopy and send off the completed paperwork to Santander.

23/176

BANK TRANSACTIONS FOR JUNE 2023

Cllr Lowry presented the bank transactions raised since the last Council meeting totalling £8,045.30 for approval.

Proposed: Cllr Coakley; Seconded Cllr Alder

Cllr Lowry noted that in future he will require another Councillor to co-sign the monthly bank statement and reconciliation, as a double-checking measure to satisfy the auditors.

23/177

SUMMARY OF QUARTER 1 EXPENDITURE

Cllr Lowry took the Council through the budget monitoring, expenditure year to-date and the current forecast.

23/178

UPDATE ON THE CIL APPLICATION FOR THE KGV PLAYGROUND

Following a meeting with the TRDC CIL officers, Cllr Dobson submitted an update to the original application submitted in February. This will now go to the TRDC Policy & Resources Committee Meeting on 17 July for review and a decision on whether to provide funding, and if yes, how much. Cllr Dobson and former Cllr Peter Thorp are attending. Cllr Dobson will say a few words in support of application.

DISTRICT COUNCILLORS UPDATE

23/179

TO RECEIVE DISTRICT COUNCILLOR REED'S REPORT

No report this month.

23/180

CORRESPONDENCE

There was no correspondence to discuss.

23/181

COUNCILLORS QUESTIONS AND COMMENTS

Following a query over a planning application by the Clerk and Cllr Lowry after the last meeting, Cllr Farman explained his role as the Planning Lead was to share the facts relating to a planning application in a neutral way such that Council then had the information it needed to make a decision. Cllr Dobson emphasised that this is why the planning decision making framework introduced by Cllr Farman is so useful, as it enables SPC to make decisions based on planning policy, which is what TRDC as the LPA has to do. As a result, since adopting the framework we have seen much closer alignment between SPC's comments and the decisions made by TRDC.

Cllr Dobson, noted there had been some recent correspondence between SPC, the KGV Management Committee and TRDC over the draft Deed of Variation for the KGV playing fields and pavilion. It is hoped that a meeting with the TRDC Officers and legal team will be scheduled to resolve the issues SPC has with the current Deed of Variation that TRDC has proposed.

23/182

THE DATE OF THE NEXT MEETING IS AUGUST 8TH 2023

The meeting ended at 21:30 pm