

SARRATT PARISH COUNCIL

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MINUTES OF THE SARRATT PARISH COUNCIL MEETING HELD IN THE REAR ROOM OF THE VILLAGE HALL ON TUESDAY 11th JUNE 2024

Present: Cllr Sarah Dobson – Chair
Cllr Michael Lowry – Policy and Resources
Cllr Lee Farman – Planning Lead
Cllr James Alder – Planning Deputy
Cllr Garvey – Environment and Sustainability Lead
Cllr Simon Diggins – Highways

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

24/394 APOLOGIES AND ANNOUNCEMENTS

An apology was received from Vice Chair Cllr Coakley for her absence.

24/395 DECLARATION OF INTEREST AND DISPENSATIONS

Cllr Simon Diggins advised his move to Norfolk had fallen through and he would therefore not be stepping down from SPC and would continue to lead the Highways portfolio for the foreseeable future.

24/396 PUBLIC QUESTION TIME

Deferred to 24/400

24/397 MINUTES OF THE LAST FULL COUNCIL MEETING ON THE 14 MAY 2024

The minutes of the previous meeting were accepted as a true and accurate reflection of what had taken place.

Proposed: Cllr Diggins, Seconded Cllr Lowry

There was one matter arising – access to the flower farm at Penman's Green (Agenda item 24/390). Cllr Dobson asked this action be added to the Clerk's Activities

24/398 APPOINTMENTS CARRIED OVER FROM THE ANNUAL PARISH COUNCIL MEETING 14 MAY 2024

- The appointment of Cllr Flo Garvey as Lead Councillor for Environment & Sustainability was formally confirmed.
It was noted that Cllr Garvey would be undertaking a Masters Level course during the next academic year starting in September and the request made for her to be absent at the monthly Council meetings as she

will be required at college on Tuesday evenings – this was agreed by the Council.

- Cllr Garvey confirmed she was happy to continue as the SPC representative on the TRDC Environment Forum and Sustainable Sarratt Group.
- After discussion, it was agreed that the Land Management Plan Sub-Committee is not required at the present time but may be resurrected in future.

The above was put to Council for approval.

Proposed: Cllr Alder; Seconded Cllr Farman

24/399

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

Cllr Coakley had attended the KGV Management Trustees AGM and Quarterly Meeting. In her absence the Clerk gave a brief update on what had been covered – see also Agenda item 24/400 below.

24/400

KGV UPDATE

- **Playground Fence** - Mr Nick Turner from the Tennis Club raised their concern about balls coming over the tennis court fence from the basketball court. Due to the proximity of the court to the tennis court, it is unavoidable that on occasions balls will enter the court. The concern is that children will attempt to climb the fencing to retrieve their balls when people are not on the courts to return them. Cllr Dobson raised a concern about the barbed wire strung along the top of the tennis court fencing adjacent to the playground and asked if it had been installed recently as a deterrent to young people climbing the fence to retrieve balls. Mr Turner replied saying it had been there for the last 20 years. Further, the courts are being resurfaced with a binding agent during the summer months and the Tennis Club is concerned footballs landing on the courts would damage the new surface. The request is that SPC extend the height of the fencing along the courts adjacent to the playground as a preventative measure. Cllr Alder suggested this may not be possible as alteration of the existing fence could nullify the insurance and warranties. It was agreed the Tennis Club would log the number of balls coming over the fencing so everyone could gauge the severity of the issue. SPC would also contact Caloo who installed the fence along with the playground how they have dealt with similar problems elsewhere. There was also a suggestion of installing a notice on the fence to say that on one evening per week, at a specified time, the court will be open for the retrieval of lost balls. Hopefully, this will reassure children that they can get their balls back without resorting to climbing the fences to do so.
- **KGV AGM and Quarterly Meeting** - KGV will apply to TRDC for CIL funding for the work to extend and refurbish the Pavilion. Funding applications will be made to other bodies including the Football Foundation. A sub-committee to oversee the project has been established, on which Cllr Dobson is the SPC representative.

ACTIVITY / ISSUE	DETAILS		STATUS UPDATE
OPT-IN EMAIL PROJECT	Email distribution list for SPC 'alerts' e.g road closures etc	James Alder and Mike Edmund	Mailing list is up and running with links and a QR code for access on the SPC website and displayed outside the Shop – 5 people have signed up already. Cllr Garvey requested a separate email list to be created for allotment holders.
Large piece of Ash has come off a tree in 'the Church Fields' across the path.	Clerk has made enquiries about the landowner.		St. Albans Diocese own the fields – could Sue Clark assist with finding a contact for the Clerk.
Tree in Cricketers Pond	Still awaiting JRB Tree works	This has been postponed due to bad weather and the daffodil season.	Cllr Dobson has spoken to JRB Treeworks to get the work done asap. Trees in Penman's and Bottom Lane completed.
Dawes Common trees	Fallen trees taken out of the road		Completed by Parish Warden
Commonwood	Fencing and wiring fallen at horses feet		Completed by Andrew Whitewood
Dawes Common - camp	Children building camps out of rubbish		Completed by Parish Warden and AW
Dawes Common – quad bikes	Children riding quad bikes		Mrs Jane Soan took photos and informed SPC
Footpath 1 – Dunny Lane to Penmans Hill	Complaints about the condition of the road	Contacted Julian Thornton – joint site visit	Met householder who has cemented 96m of Herts path. The remainder is for the individual owners – may have a tonne of type 1 aggregate free from JT
Metal detecting on the Green	Do we need a policy to protect the Green		Metal Detecting Policy agreed
Signage for Pump and wildlife on The Green	Not yet complete as still waiting for info on wildlife and flora on the Green from the Wildlife Volunteers	Cllr Garvey and Mike Edmund	SPC decision to go ahead with a board for just the Pump and not include info about flora on the Green.
May Fair	To be held in July	No longer coming in 2024 as dates could not be agreed.	Will be subject to written agreement in future.
Storage of historic finds and Millenium capsule	Contact Herts Archiving Service	Herts Archive no longer offer this service – contacted Watford Museum, but Sarratt out of catchment.	Three Rivers Museum contacted. Waiting to hear back.
Memorial Benches	Plaque for Anita Coe received. Plaque for Mike Musk ordered	Details of Tree Guard for tree memorial Eileen Adams sent to John and Chris.	
Benches and Bins KGV	Prices and specifications	8 weeks delivery	Ordered

Flag Flying Policy	Many people would like the flag at half-mast to mark their bereavement		Policy agreed
Parish Warden	With AW's help, he has been given a list of works	Including cutting signage out of hedging – meeting to be scheduled	Completed
Rights of Way	Mr Murphy wants to move the 'new gate' to the old, very dangerous site on Sarratt Road.	Enquired of Julian Thorton to establish why he wants to do this	No reply as yet.
Allotments	All payments received	See diagram of vacant plots	Composting toilet – agreed Cllr Garvey would investigate
Rural Payments Agency	Now have updated payment/bank details	We should receive £1,000 to £1,500	Acknowledged change of bank details – awaiting £1,500
Defibrillators	Village Hall defib is back		KGV defib returned Pads updated for full-service July.
Potholes and Hedges at the Water Meadow New Road/ North Hill	Potholes now filled		Letter sent on hedge – reply obtained. Work will be completed soon
Tree on Green at Springfield	This was postponed until the tree was in leaf to ascertain what was dead	This tree may have to be felled	Clerk to contact UK Power Network and BT enquire about cutting back.
Trees at carpark and playground KGV			Agreed to take no action at this time.
Cars accessing Flower Farm at Penman's Green	Concern over excessive amount of traffic and damage to the Green being caused	Clerk to investigate and take photos.	

PLANNING

24/402 TO RECEIVE LEAD COUNCILLORS REPORT

- Burlington Appeal Decision** – as agreed at the previous Council Meeting, SPC has investigated the possibility of a Judicial Review. Legal opinion has been sought from a Barrister with joint funding from Chandler's Cross Residents Association. Cllr Farman advised that having carefully considered the Inspector's Decision Letter the Barrister found insufficient grounds to pursue a legal challenge. His advice was that the Inspector applied the correct legal approach when assessing whether to grant consent for development in the Green Belt and the exercise of the Inspector's judgment finding very special circumstances cannot be challenged except on grounds of irrationality and there is no basis to say the Inspector was irrational in the exercise in his judgment. The further reference in the Decision Letter to the lack of a 5 year strategic housing plan in the District and then application of tilted balance is a belt and braces approach and does not undermine the lawfulness of the Inspector's approach. He also looked at the issue of sustainability – an important issue raised by the Parish Council given the rural unsustainable location. His advice is that the NPPF policy for assessment of sustainability in rural areas is capable of being applied more flexibly

where essentially all suitable areas for housing growth are unsustainable – and this means that the need for housing growth can in effect work to override the NPPF policy to avoid locations reliant on the private car. He also mentioned that this consideration would play out differently in an urban (or suburban) area with suitable transport links, but not in our situation given the general unsustainability. He said the best option was for the Parish Council to work closely and quickly with the District Council to get a local plan in place as that ongoing failure leaves open the door to more Green Belt applications. Cllr Farman has requested a meeting with the Planning Team at TRDC to discuss next steps.

- **The Sarratt Neighbourhood Plan** is ready to go into a further District Consultation. Following this it should be approved by the External Examiner and move to a referendum being held, hopefully in September.
- **Fir Trees** – Developers have been working with the current owners and TRDC to enable the sale and development of the plot in Dawes Lane. TRDC have updated the suggested plan and have spoken with Thrive Homes as they are interested in opening access, through the garages in order to make one larger development, to include affordable homes. In principle, SPC is in support of the proposed application.

The meeting thanked Cllr Farman for his continuing hard work on these issues.

24/403 PLANNING APPLICATIONS

- [Certificate of Lawfulness Proposed Development: Construction of outbuilding](#)

Ramillies The Green Sarratt Rickmansworth Hertfordshire WD3 6AY Ref. No: 24/0778/CLPD

SPC request that as Ramillies property is in the Conservation area, that any restrictions on development are checked as well as reinforcing access and other restrictions to ensure this building remains ancillary to the main property. With the proposed position of this application we have some concerns over how drainage will be dealt with.

- [Construction of single storey side extension.](#)

Maybury Dunny Lane Belsize Kings Langley Hertfordshire WD4 9DQ. Ref. No: 24/0724/FUL

No objection on the basis that this extension is less than 40% increase and is single story infilling. We encourage the applicants to use this development to increase the energy efficiency of the dwelling

24/404 PLANNING DECISIONS

- [Demolition of existing structures and construction of four detached dwellings, with associated bin and cycle storage, access, parking and landscaping works](#)

Land At Rear Of 47 Church Lane Sarratt Hertfordshire Ref. No: 24/0464/FUL

SPC: We support the proportional use of this brownfield site as a location for new dwellings. We welcome the low height of the proposed dwellings and the predominantly single story design. We note that Sarratt housing needs shows there is not a strong requirement for additional 4 bedroom dwellings. Any harm from additional dwellings in Green Belt should be offset by this site being used for smaller, affordable dwellings that meet local housing needs.

TRDC: Refused (inappropriate development in Green Belt without any very special circumstances and access route not demonstrated to be safe)

- Demolition of existing shed and partial demolition of existing annexe, and renovation of existing annexe; construction of a single storey rear extension to main dwelling, with chimney, erection of front porch, associated rooflights, and changes to the fenestration, with external materials including timber cladding and stone walls

The Spinney Dawes Lane Sarratt Rickmansworth Hertfordshire WD3 6BQ
Ref. No: 24/0454/FUL

SPC: Objection on the basis that this application will provide a more than 40% increase in size and is over development within the Greenbelt.

TRDC: Approved (permitted development rights removed)

- Prior Notification: Erection of barn for hay storage.

Newhall Farm Sarratt Kings Langley WD4 9AH Ref. No: 24/0363/PDNA

SPC: Noted

TRDC: Approved

- Part Retrospective: Erection of single storey side and rear infill extension, and enlargement of front porch, installation of AC Unit.

13 Deadmans Ash Lane Sarratt Rickmansworth Hertfordshire WD3 6AL Ref. No: 24/0295/RSP

SPC: We have no objection to the proposed additions as long as they have no impact on the neighbours. We do have significant concern that these additions were implemented without prior proper permission, which did not allow for proper consideration before completing the works.

TRDC: Approved

- Partial demolition of existing single storey rear extension and removal of rear bay window; construction of part single, part two storey rear extension and first floor front extension; replacement of roof, front porch extension including porch canopy, external materials including render; alterations to existing two storey side projection including increase in height, internal alterations and alterations to fenestration.

29 Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HN Ref. No: 24/0019/FUL

SPC: We object to this application on the basis that this is an overdevelopment of a dwelling in Green Belt area. The increase of 89% from the original size of the house would result in a building that is out of keeping with others in that area. The ridge height and roof room further exaggerate the size of the house when compared to neighbouring houses.

TRDC: Approved (some amendments made to the application and window obscuring requirements added)

24/405

PLANNING ENFORCEMENTS

The recent update was circulated before the meeting and will be uploaded onto the SPC website.

24/406

PLANNING APPEALS

- [APP/P1940/W/22/3311477](#) / [APP/P1940/W/22/3311479](#) - Burlington Property Group appeal by inquiry – **Allowed. See above.**
- [APP/P1940/D/24/3337421](#) - Willow Lodge – **Dismissed. (Inappropriate development in Green Belt, including increase in floorspace over 40% and special and visual harm caused)**

- [APP/P1940/W/23/3324209](#) 23/0027/REF - Cottage Farm, Redhall Lane - Demolition of existing buildings and construction of three, two storey detached dwellings with associated parking and landscaping
- [APP/P1940/W/23/3333829](#) 23/0057/REF - Part Retrospective: Change of use of part of existing barn from Agriculture to Residential (Use Class C3) - Ravenswood Farm – Interested party comments by 19 March – no further updates.

POLICY AND RESOURCES

24/407 APPROVAL OF PAYMENTS

- This has been an exceptional month with totals affected by the income from the CIL grant from TRDC and subsequent payment to Caloo for the KGV playground.
- Receipts, including the CIL funds from TRDC of £184,461.00, were £186,567.52
- Supplier payments totalled £219,279.29 including the payment to Caloo of £195,505.06, combined salaries of £1,5883.00, and the 2024/25 Grant payments of £15,883.00
- The Co-op opening balance was £122,938.06 and closing balance £90,226.29.
- Total bank account balances, including reserves, were reported as:

Co-Op	£90,226.29
Savings	£20,681.62
Interest	£10,140.64
Santander	£35,633.69

Cllr Lowry asked for approval of the bank transactions since the last meeting, and for the bank statements to be signed.

Proposed: Cllr Alder; Seconded: Cllr Diggins

24/408 FY 2023/24 FINANCIAL RESULTS REVIEW AND APPROVAL

Cllr Lowry presented the 2023/24 financial results for approval ahead of the meeting later in the week with the Internal Auditor.

Proposed: Cllr Farman; Seconded Cllr Garvey

24/409 REVIEW OF FIXED ASSETS REGISTER FY 2023/24

As Councils' work on a cash accounting basis, there is no depreciation on the fixed assets. The assets are given a notional value for insurance purposes. Next year the value of the fixed assets and insurance premium will increase reflecting the new playground equipment.

24/410 APPROVAL OF ANNUAL GOVERNANCE AND ACCOUNTING RETURN (AGAR) 2023/24

This was presented for approval. Cllr Lowry noted SPC has added £19,000 to the reserves this year. Funds equating to 50% of the annual precept need to be held in reserves.

Proposed: Cllr Alder; Seconded Cllr Diggins

The Chair and Cllr Lowry signed the AGAR. The signed AGAR will be published on the SPC website and noticeboard.

24/411 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

- These have been updated and are in a clearer form in the new version.
- Approval of the financial amount of works that must go out for tender – this is now for works totally £500 to £3,000
- To alter 5.15 relating to the Clerk’s ability to spend monies with the approval of Council from a maximum of £500 to £3,500.

Updated copies to be uploaded onto the SPC website.

24/412 POLICIES TO BE REVIEWED

The following policies were reviewed and agreed for adoption:

- Grants Policy
- Asset Management
- Metal Detection
- Flag Flying

Proposed: Cllr Garvey; Seconded: Cllr Farman.

Copies of the above policies would now be uploaded onto the SPC website. Clerk to make parishioners aware the deadline for next year’s grants would close on Friday 18 October, with grants awarded in April 2025 at the start of the Council’s new financial year.

24/413 ENVIRONMENT AND SUSTAINABILITY

No report this month as there were no issues to raise, and Cllr Garvey is satisfied with how everything is running. Cllr Garvey suggested SPC might like to support a campaign for the proper disposal of Lithium-ion batteries. Council asked if further details of what its’ support might entail could be identified first.

24/414 HIGHWAYS

- Cllr Diggins has reported several issues on the Herts Highways portal.
- Good news that the potholes at the bottom of North Hill have been filled.
- Cllr Diggins will continue to pursue the drainage collapse at Bucks Hill, and Langleybury/Grove Mill Lane.
- Cllr Diggins raised concerns about the lack of safe road use by young people on Duke of Edinburgh expeditions around Sarratt. Several Councillors expressed similar concerns. Cllr Dobson advised the most effective way of addressing the issue was to ask any groups who were walking on unsafe sections of road, or not walking in a safe manner, which school they were from and to then contact their school. Going to the DofE HQ was unlikely to have an impact as expeditions, and the instructors supervising the young people, vary and can be from one of many outdoor activity providers or from the school itself. Alerting the school to the safety of their pupils means they will know who to speak to in order to address the issue.

24/415 TO RECEIVE THE LEAD COUNCILLOR’S REPORT

It is unlikely that the District Councillors will be attending SPC meetings until after the National Election on the 4 July 2024.

24/416 CORRESPONDENCE

- **Land at Pudds Cross Bovingdon** – solar panel farm. The Public Consultation will run from the 24 June to 14 July for views on the creation of a solar array and battery repository for power storage. This is land adjacent to the studios at Bovingdon Airport. On initial introduction to this

project, SPC is in favour of the use of this land. SPC will investigate the prior land usage of this area.

- **Herts Watch is now replacing OWL.** The Clerk will contact the PSCO and ask how they are operating this and get advice for parishioners on how to contribute to the scheme.
- **Pigeons** - Permission for former Councillor Nick Mortimer to shoot pigeons in the Allotments was sought – agreed.

24/417

DATE OF NEXT PARISH COUNCIL MEETING:

Tuesday 9th July at 7:30pm in the Rear Hall of The Village Hall.

Meeting finished at 22:10