

SARRATT PARISH COUNCIL

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MINUTES OF THE SARRATT PARISH COUNCIL MEETING HELD IN THE UPSTAIRS ROOM AT THE VILLAGE HALL ON TUESDAY 14th MAY 2024

Present: Cllr Sarah Dobson – Chair
Cllr Angela Coakley – Vice Chair
Cllr Michael Lowry – Policy and Resources
Cllr Lee Farman – Planning Lead
Cllr James Alder – Planning Deputy
Cllr Simon Diggins – Highways

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

24/369 ELECTION OF CHAIR OF THE COUNCIL
Cllr Coakley proposed the Council re-elect Cllr Dobson as Chair of the Council for the Year 2024/25.
Proposed: Cllr Coakley; Seconded: Cllr Farman
The Chair signed the Declaration of Office.

24/370 ELECTION OF VICE CHAIR OF THE COUNCIL
Cllr Dobson proposed Cllr Coakley be re-elected as Vice Chair of the Council for the Year 2024/25.
Proposed: Cllr Dobson; Seconded Cllr Alder
The Vice Chair signed the Declaration of Office.

24/371 APOLOGIES AND ANNOUNCEMENTS
Apologies were received in advance for the absences of Cllr Garvey and our District Councillors.

24/372 DECLARATION OF INTEREST AND DISPENSATIONS
There were none.

24/373 APPOINTMENT OF LEAD COUNCILLORS AND DEPUTY COUNCILLORS
The following appointments were agreed:

- Policy & Resources – Cllr Lowry
- Planning – Cllr Farman; Deputy, Cllr Alder
- Environment & Sustainability - Cllr Garvey – to be confirmed post the meeting.
- Highways – Cllr Diggins, who will remain in post until the June meeting ahead of his move out of the Parish.

Proposed: Cllr Coakley; Seconded: Cllr Alder

24/374

APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES

Appointment of Cllrs to the following bodies was agreed:

- KGV Management Trustees - Cllrs Dobson & Coakley
- Land Management Plan Sub-Committee – to discuss with Cllr Garvey if still required.
- Environmental Forum – Cllr Garvey (to be confirmed).
- Sarratt Village Hall Committee – Cllr Lowry
- Days Charity – Cllr Coakley
- London Green Belt Council – lapsed and no longer required.
- TRDC Joint Committee of Parish Councils - Cllrs Dobson & Coakley
- HAPTC – Clerk
- Parochial Church Council and Friends of Holy Cross – Cllr Coakley

Proposed: Cllr Farman; Seconded: Cllr Alder

24/375

REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

It was proposed the annual review of both these documents be deferred to the June Meeting to allow more time for any updates to be incorporated.

Proposed: Cllr Alder; Seconded: Cllr Coakley

24/376

TO APPROVE THE SCHEDULE OF MEETING FOR 2024/5

These were approved, subject to the Clerk including the date of the Annual Parish Meeting on the 22 April 2025. The schedule will be uploaded onto the SPC website.

Proposed: Cllr Farman; Seconded: Cllr Diggins

24/377

TO CONFIRM THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Corrections were requested to Agenda items 23/376, 23/363, 23/380 and 23/370. Subject to these amendments it was resolved to approve the minutes of the SPC meeting held on Tuesday 9 April 2024 as a true and accurate reflection of the meeting.

Proposed: Cllr Coakley; Seconded: Cllr Alder

There was one matter arising not covered later on the agenda and that was the Millennium Capsule. Cllr Dobson asked who was the custodian of the capsule. Cllr Diggins advised he had proposed at the previous meeting that the County Archives be informed of its existence and location. Cllr Dobson asked should the Sarratt History Society (SHS) not have responsibility for it. It was agreed the Clerk would contact SHS and also make them aware of Cllr Diggins recommendation.

24/378

PUBLIC QUESTION TIME

A member of the public asked if the May Fair would be visiting Sarratt in July again this year instead of May and was there not a covenant / statute in place that required them to come every year in May or lose the right to return. It was explained that last year, because of the clash with the Village Coronation Event, SPC requested the Fair be held in July. The Fair organisers said it was a great success and asked if they could come again in July as the weather is usually better and therefore attracts more visitors. The Clerk advised the Fair pays a fee for use of the Green, and that local businesses benefit from its presence. Local residents were concerned with the potential for an increase

in crime during the period that the Fair is in attendance. It was agreed that SPC will contact the local Police to increase vigilance during this time. Additionally, Cllr Alder raised the issue of the Fair's diesel generators impact on the environment. It was agreed further enquiries would be made about the existence of a covenant restricting the Fair to the May bank holiday, but as this date had already passed this year and the Clerk had agreed the Fair could come in July, whether it was possible for it to be held earlier in July, before the schools' break-up and people are away on holiday. The Fair organisers would also benefit from more people being around.

Former Cllr John Gell raised the issue of flooding on the roads in Sarratt and the surrounding hamlets, in particular outside Callipers Hall – what is to be done about it? (see HIGHWAYS).

24/379 TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE COUNCIL

There were none.

24/380

CLERKS ACTIVITIES APRIL-MAY 2024

Meeting with Julian Thorton April 19th

Present: Andrew Whitewood and the Parish Clerk

- Mr O'Malley must measure the distance beside his gate posts.
- No trespass signs for SA05.
- Richard Perry will have his gate replaced by Herts RofW Team.
- Jasmine Trail will be widened.
- Winter maintenance - Mr Bryant (not capital project).
- Scrub clearance on 17 – done.
- Community Volunteers taking charge of SA37 and bridge.
- JT gave definitive opinion on verges in Penmans – suggested also contacting History Society.

Other Matters:

TOPIC			ACTION
Tree in Cricketers Pond	Still awaiting JRB tree works	This will now be postponed until after rains. Trees in Penmans and Bottom Lane completed	Pursue this work

Sarratt Green	Stephen Eldridge metal detecting	Do we need a policy to protect the Green?	Update the policy for Sarratt Green to state no metal-detecting other than with specific permission from SPC.
	Signage for Pump and wildlife on The Green	Awaiting conclusion	
Memorial Benches	Awaiting plaque for Anita Coe	If satisfied with quality will order Mike Musk's	Ask John Adams which memorial he feels is fitting for his mother Eileen, who served the village for many years.
Flag Flying Policy	Many people would like the flag flown at half-mast to mark a bereavement	Audrey Hammet is pleased to help hoist and drop the flag	Agreed by SPC. The option to have the flag flown at half mast should not be selective.
Parish Warden	With AW's help, he has been given a list of works	Including cutting signage out of hedging – meeting to be scheduled	This is agreed
KGV	Signage forbidding wearing of studs received - to be fixed		Parish Warden to action
	Benches and bins to be purchased this week	Within budget of £4000	Clerk to order
Parish Office	Side-facing window blind disintegrating	New one please?	Agreed
Rights of Way	Mr Murphy wants to move the 'new gate' to the old, very dangerous site on Sarratt Road.	Enquire of Julian Thorton to establish why he wants to do this	Agreed repositioning of the gate into the Burlington field from Mr O'Malley's land, to exit on the main road on the bend should be challenged on safety grounds.
Allotments	All payments received	See diagram of vacant plots	Advertise vacancies in Spotlight. Composting toilet - discuss with Flo at June meeting.

Rural Payments Agency	Now have updated payment/bank details	We should receive £1,500 for completion of the 10yr Woodland Plan	
Defibrillators	Village Hall defib is back	KGV defib is now away being updated	Tom Shurville aware
Sarratt Direct Email opt-in list	Cllr Alder and Michael Edmund have advanced this project and it is now ready to launch	The opt-in list is GDPR compliant and information and 'news flashes' will be sent to Parishioners	Launch opt-in service with notice on the website. Also a QR code for outside the shop.

PLANNING

24/381 LEAD COUNCILLORS REPORT

LINKED APPLICATION BY BURLINGTON PROPERTY GROUP IN CHURCH LANE FOR OVER 90 HOUSES – APPEAL ALLOWED

- The appeal was allowed for the outline planning permission for both sites for up to a total of 92 houses.
- Outline Planning Permission means they still have to obtain detailed planning permission for reserved matters, such as appearance, layout, landscaping and scale. This will go through the normal planning processes with TRDC and we will keep all informed as best we can.
- The Inspector agreed that Green Belt would be harmed and Sarratt is not a sustainable location.
- TRDC not having a 5-year land supply was one of the main significant weighting factors that influenced Inspectors decision. The current TRDC Local Plan is out of date, which weakens existing policies and the replacement plan has been delayed for several years.
- The lack of housing delivery in the District and the fact that most of the District is Green Belt means that Green Belt has to be developed to meet demands. So, with this fact and the Inspector identifying the benefit the new doctors surgery would provide, this constituted justifiable special circumstances in his view, that override Green Belt protection.
- The decision is incredibly disappointing, but from other recent evidence it appears this decision is part of a pattern of the Government allowing in recent months more development on Green Belt. Examples include Chiswell Green and Kings Langley.
- The next step is the Secretary of State who can 'call-in' the decision. We understand that our local District Councillor is asking for this to happen. It is worth noting it is rare for a decision to be overturned.
- Another potential option is to launch a judicial review to potentially quash the appeal. This must be submitted within 6 weeks of the decision and can only challenge any legal errors in the appeal. This can be a costly process, typically up to £60,000.
- We have reached out to some expert contacts for advice, including the Keep Chiswell Green group who are also going through the same process.

- The first step in the Judicial process is to seek advice from a barrister to do an initial review of the appeal decision report to see if there are any legal errors to build a case. This advice is likely to cost about £1,200. It is worth noting that there is good chance we will not be able to build a case to take forward. However, SPC decided to go ahead with gaining advice from a barrister and set a budget of up to £1,500 if only to confirm this is not a viable option.
- Other actions we will consider are to work with TRDC to ensure the next steps in the process provide the identified benefits to Sarratt and to reduce any impact as much as possible. Areas to challenge and monitor are quality of design; sustainability; affordability; drainage; water supply; waste management; traffic management; accommodation and parking on site during construction and the sustainability of the location.

24/382 TO COMMENT ON PLANNING APPLICATIONS

- **Prior Notification: Construction of additional storey to create 1no. flat with associated alterations.**
North Bungalow Grove Lodge Fir Tree Hill Chandlers Cross Rickmansworth Hertfordshire WD3 4LY Ref. No: 24/0704/PDY
SPC: We note that this application is using permitted rights. We support the creation of 2 bedroom dwellings. We ask the officers to where possible add any protection to ensure this dwelling cannot be combined with the lower existing dwelling in future to form a larger 2 story single dwelling.
- **Prior Notification: Construction of additional storey to create 1no. flat with associated alterations.**
South Bungalow Fir Tree Hill Chandlers Cross Rickmansworth Hertfordshire WD3 4LY Ref. No: 24/0705/PDY
SPC: We note that this application is using permitted rights. We support the creation of 2 bedroom dwellings. We ask the officers to where possible add any protection to ensure this dwelling cannot be combined with the lower existing dwelling in future to form a larger 2 story single dwelling.
- **Construction of first floor front extension.**
58 Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HL Ref. No: 24/0502/FUL
SPC: No objection. We encourage the applicant to take the opportunity of these changes to improve the energy efficacy of the dwelling.
- **Retrospective: Erection of roof over existing garage and outbuilding.**
Nasus Dunny Lane Belsize Kings Langley Hertfordshire WD4 9DE Ref. No: 24/0629/RSP
SPC: No Objection.
- **Part-Retrospective: Alterations to conservatory, re-construction of front porch, construction of gazebo and green house with associated landscaping alterations; internal alterations including insulation and alterations to fenestration and replacement of doors and windows; alterations to gates and driveway.**
Great Bragmans Farm Bragmans Lane Sarratt Rickmansworth Hertfordshire WD3 4NY Ref. No: 24/0586/RSP
SPC: No Objection. We note the significant effort and investment into this historical building to secure its future as a viable dwelling for its owners.

- Listed Building Consent: Alterations to conservatory, re-construction of front porch, construction of gazebo and green house with associated landscaping alterations; internal alterations including insulation and alterations to fenestration and replacement of doors and windows; alterations to gates and driveway.**

Great Bragmans Farm Bragmans Lane Sarratt Rickmansworth Hertfordshire WD3 4NY Ref. No: 24/0587/LBC
SPC: No Objection. We note the significant effort and investment into this historical building to secure its future as a viable dwelling for its owners.
- Erection of statue with associated plinth in garden space**

The Grove Grove Mill Lane Grove Mill Rickmansworth Hertfordshire WD3 4TG Ref. No: 24/0528/FUL
SPC: No objection
- Erection of a detached single storey classroom block with associated landscaping works.**

York House School Sarratt Road Rickmansworth Hertfordshire WD3 4LW Ref. No: 24/0531/FUL
SPC: No Objection. We encourage this development to use the highest design standards as possible, to justify its setting next to a historical building. We also encourage the applicant to enable the building to be Zero Carbon Ready.
- 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.

RECENT DECISIONS:

- Prior approval: Enlargement of the dwellinghouse by the construction of one additional storey (2.6m height) and raising of ridge to result in an overall height of 7.8m (Class AA)**

Briar Bank Dimmocks Lane Sarratt Rickmansworth Hertfordshire WD3 6AP Ref. No: 24/0365/PDT
SPC: Objection on the basis that this application will provide a more than 40% increase in size and is over development within the Greenbelt. We are also concerned that this development will reduce the limited stock of bungalows in the parish.
TRDC: Approved
- Demolition of existing garage and construction of a new detached garage with an attached store and extension to residential curtilage.**

Hunterswood Lodge Penmans Green Sarratt Kings Langley Hertfordshire WD4 9AY Ref. No: 24/0347/FUL
SPC: No Objection
TRDC: Approved

- Conversion of existing garage into ancillary annexe, with accommodation in the roofspace served by front dormer window and rooflights.**
 St Georges Cottage Bottom Lane Sarratt Kings Langley Hertfordshire WD4 9AJ Ref. No: 24/0328/FUL
SPC: Objection - Creation of a new dwelling in the Greenbelt. If approved we would request that conditions be added to ensure this building remains ancillary to the main dwelling and permitted development rights removed from this site.
TRDC: Approved (Ancillary only condition was added)
- Construction of first floor rear extension; loft conversion including rear roof extension with glazed window and side dormer windows and rooflights.**
 Green End Cottage 93 Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HH Ref. No: 24/0297/FUL
SPC: We understand the reasons for this application and support the improved design proposed by this application when compared to the permitted lawful development proposal. We do have a general concern that this application would result in an increase in size that is over 40% as well as remove another 3 bedroom dwelling from the Sarratt housing stock.
TRDC: Approved
- Prior Approval: Single storey rear extension (depth 8 metres, maximum height 4 metres, maximum eaves height 2.70 metres)**
 Ashwood Bucks Hill Kings Langley Hertfordshire WD4 9AP Ref. No: 24/0284/PDE
SPC: We strongly object to this application on the grounds that it is over development in Green Belt, on a greenfield site, that appears to be going through a staged development process.
TRDC: No objection
- Retrospective: Erection of stable block and riding arena, associated access and hardstanding**
 The Old Gate Bucks Hill Kings Langley Hertfordshire WD4 9BR Ref. No: 24/0245/RSP
SPC: We object to this application on the grounds that it would cause additional impact to neighbouring properties. The fact that major works were undertaken without seeking proper permission in advance also does not help this case.
TRDC: Approved
- Retrospective: Change of use of land from agricultural to residential curtilage**
 Dellfield Farm Dellfield Plough Lane Sarratt Rickmansworth Hertfordshire WD3 4NL Ref. No: 24/0236/RSP
SPC: We object to this application on the basis of over development in Green Belt. Allowing this kind of development creep would also put other Green Belt sites at risk. The fact that major works were undertaken without seeking proper permission in advance also does not help this case.
TRDC: Approved
- Certificate of Lawfulness Existing Development: Installation of front porch and raised patio to front of dwelling**
 Dellfield Farm Dellfield Plough Lane Sarratt Rickmansworth Hertfordshire WD3 4NL Ref. No: 24/0235/CLED
SPC: Noted
TRDC: Approved

- **Certificate of Lawfulness Existing Use: Use of land for B8 Storage use**
Cottage Farm Redhall Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4LT
Ref. No: 23/1899/CLED
SPC: Noted
TRDC: Refused
- **Outline application: Replacement of crew quarters, refurbishment and replacement of other facilities together with energy generation facilities including installation of solar panels (all matters reserved).**
Lees Wood Scout And Guide Activity Centre Fir Tree Hill Chandlers Cross Rickmansworth WD3 4LY Hertfordshire Ref. No: 23/1696/OUT
SPC: No objection. We support the site in their aim to improve existing facilities and reduce the impact of the site on the environment.
TRDC: Approved

APPEALS:

- [APP/P1940/W/22/3311477](#) / [APP/P1940/W/22/3311479](#) - Burlington Property Group appeal by inquiry – **Allowed**
- [APP/P1940/X/22/3302179](#) – Ramilies – **Dismissed**
- [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.
- [APP/P1940/D/24/3337421](#) - Willow Lodge – No dates yet

24/384 ENVIRONMENT AND SUSTAINABILITY

Prior to the meeting Cllr Garvey advised there was nothing major to report this month other than to record the inaugural Coronation walk was a success, with the weather largely responsible! A few tweaks need to be made along the route, but nothing fundamental. It was proposed any left-over funds should be ring-fenced for a reprint of the walk booklets. Cllr Garvey to follow up with Roger Dudley.

Allotments and Woodlands are all fine. A request was received from a member of the public to refrain from cutting the grass in the glade on Dawes Common down from the WWI bench to allow the butterflies to flourish. This was agreed by Council and Andrew Whitewood who was at the meeting instructed accordingly.

24/385 POLICY AND RESOURCES

Cllr Lowry advised the 2023/2024 financial accounts have been completed and closed and the new year opened on Rialtus to start posting transactions for the 2024/25 year. Thanks to the Parish Clerk for her work on this. The overall results show that SPC has had a good year in terms of reserves as they have increased to £19,000.

The paperwork to add Cllr Dobson as a signatory to the Santander account needs to be re-submitted.

The SPC internal audit is scheduled for 12 June and the external audit will take place in August or September.

24/386 APPROVAL OF PAYMENTS

The internet banking transactions to the sum of £7,200 were presented for approval. Combined salaries and the associated HMRC Qtr 4 return totalled nearly £10,000.

Receipts included £6,000 of CIL money from TRDC and the SCCF grant to SPC of £5,000 for the new playground which is being used for signage and to provide additional benches and bins in the play area.

In accordance with our internal audit, two councillors approved the reconciliation and statement.

Proposed: Cllr Farman; Seconded: Cllr Alder

24/387 REVIEW OF THE COUNCIL'S GRANT POLICY

This is deferred until the June meeting.

24/388 HIGHWAYS

Following the local Council elections, Cllr Diggins will follow-up with District and County Councillors on two main issues: safer roads for all (to include appropriate reductions in speed, so that 30 mph becomes the default setting throughout the Parish); and a more resilient road repair system to cope with our changing weather patterns, and in particular the persistent flooding hotspots in the Parish where more than a quick fix is needed by Herts Highways, namely opposite Callipers Hall in Bucks Hill, Bottom Lane at the junction with Tom's Hill and on the bend / junction of Grove Mill Lane with Langleybury Lane near the Cemex site and the Grove.

The Clerk will contact Lady Coleman as the trees in her garden are encroaching on the roadway at the flat area at North Hill/New Road opposite the layby. They are obscuring visibility to both cars and pedestrians and risk an accident occurring if not addressed. There are also huge potholes in the layby which District Cllr Phil William believes are the responsibility of the owner of the field opposite Lady Coleman's property, not Herts Highways. SPC will endeavour to discover find out who the landowner is.

24/389 DISTRICT COUNCILLORS REPORT

There was no report this month as all the District Councillors were attending a TRDC meeting.

24/390 ANY OTHER BUSINESS

- Cllr Dobson is working with TRDC to identify a date for the official opening of the KGV playground - probably in June. Initial indications are District Cllrs Chris Lloyd and Stephen Giles-Medhurst would like to attend. Once we have dates from them we will agree on the date that works best for those people in Sarratt who should also be present at the ceremony.
- Cllr Dobson has spoken to Paul Govier, Chair of the KGV Management Committee, regarding some concerns raised by the Tennis Club relating to KGV and the new playground.
 1. Strimming around the entirety of the courts – this has been actioned already by Andrew Whitewood.
 2. Relocation of the bench that was by the tennis courts, that Caloo moved inside the new playground.
 3. A solution (higher fencing) to prevent balls from the MUGA area being kicked into the courts. As they are locked when not in use, the club is worried that youths may try to climb or cut the fence to retrieve them.

SPC felt points 2 and 3 needed a longer discussion and would therefore be deferred to the June meeting.

- Football Club Dugouts – the Club have decided to keep their existing portable perspex dugouts for the time being, but would like the footpath to the pavilion widened to enable the dugouts to sit on the path without preventing pedestrian access along the path. SPC had no objection to the Football Club arranging for the widening of the footpath.
- Cllr Coakley raised a concern about cars accessing the Flower Farm adjacent to Penman's Green and the damage being caused to the surface. The Clerk to investigate and take photographs.
 - Fir Trees - there is good communication between all parties including the owners, their agents, TRDC and Thrive Homes on the future development of the site.

24/391 DATE OF NEXT PARISH COUNCIL MEETING:

Tuesday 11th June at 19:30pm in the Rear Hall of The Village Hall.

Meeting finished at 22:00