

# SARRATT PARISH COUNCIL

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## **MINUTES OF THE SARRATT PARISH COUNCIL MEETING HELD IN THE PARISH OFFICE ON TUESDAY 10<sup>th</sup> SEPTEMBER 2024**

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

District Councillor Ciaran Reed.

In attendance: Mrs Lena Mortimer - Clerk

**24/467**

### **APOLOGIES AND ANNOUNCEMENTS**

There is a standing apology from Cllr Garvey due to her Masters course.

**24/468**

### **DECLARATIONS OF INTEREST AND DISPENSATIONS**

There were none.

**24/469**

### **PUBLIC QUESTION TIME**

There were none

**24/470**

### **MINUTES OF THE LAST FULL COUNCIL MEETING ON 13<sup>th</sup> AUGUST 2024**

Cllr Lowry requested the previous Minutes be amended to read £144,183.76 at agenda item 24/459. Otherwise, it was proposed to accept the Minutes as a true and accurate reflection of the last meeting.

Proposed: Cllr Lowry; Seconded: Cllr Dobson

**24/471**

### **MATTERS ARISING FROM THOSE MINUTES**

There were no matters arising.

**24/472**

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

Cllr Lowry represented SPC at the TRDC Planning Committee meeting and spoke in favour of the planning application for the proposed extension to the Village Hall. The committee approved the application. Cllr Lowry will also be attending the Village Hall Committee Meeting on the 24 September.

Cllr Dobson attended the September meeting of the KGV Management Trustees and reported Open Reach and the installation of WiFi to the Pavilion continues to be a

seemingly intractable issue, but Kate Coleman is pursuing this. The sports clubs had agreed to a 5% increase in the annual fees they pay to the KGV Charity for the use of the facilities. The Management Trustees asked if SPC would be able to purchase a new waste bin for the pavilion end of the playing fields. Cllr Dobson proposed this to Council, who agreed that as SPC already own and empty the other bins in the playing fields they would purchase the new bin requested.

## 24/473 CLERK'S ACTIVITIES

Tree in Cricketers Pond	Meeting with Tree Monkey		Work to be carried out during October Half Term.
Laurel at the Harold's			To be attended to by the Wildlife Volunteers
Pond work	Sent pond report	Andy Cornthwaite	Recommended by Tree Monkey – he will visit and give quote
Sycamore at Springfields	Re-reported to UK Power	These are a shared BT and UK Power poles – contacted Open Reach	Awaiting Open Reach engineers
The Cricketers decision about parking	Right of Way in car park	Consultation with Julian Thorton	
Opt-in Email service	Spotlight appeal		Numbers up to 72 after Spotlight notice
Signage for Pump			Given SPC go ahead. Mr Edmund has this in hand.
Benches KGV	Delivered Thursday 7th	Memorial plaque to be affixed.	
	Two Bins	Delivered and affixed	
Church Fields	Long and tedious correspondence		Contact made and we await action
The Boot	Tree down over ROW path		Dealt with by Parish Warden
Police meeting	Hopefully on the 21 <sup>st</sup>		Met Sgt Cornish. Formal meeting to be arranged.

Complaints about Red Eagle Bus Company	No information to passengers if service is rerouted		Contacted bus company and Herts to find solution
Signage Dawes Woods	Concerns expressed by resident		Two BRIDLEPATH signs and two FOOTPATH NO HORSES signs
Replacement bench Belsize	Received £760 insurance award	Offered John Rugg choices of benches within the budget	Picture of proposed wooden bench shared with Council

#### **24/474 KGV PLAYGROUND AND PAVILION UPDATE**

The CIL application to TRDC for the pavilion extension and refurbishment was submitted in July. Cllr Dobson thanked Tom Shurville and former Cllr John Rugg from the KGV Management Trustees committee for working with her on this. Originally, we were told the application would go to the TRDC Policy & Resources Committee on 9 September, but last week Cllr Dobson was advised by TRDC this would not happen until their meeting on 2 December. If the Committee recommend approval of the funds, and their recommendation does not go to the TRDC Full Council for approval until their meeting on 28 February, this risks a delay to the works starting in May during the 'closed' football season. Cllr Dobson has stressed to TRDC the importance of a positive recommendation by the P&R Committee going the TRDC Full Council at their meeting on 10 December. District Cllr Reed offered to do what he could to expedite the review and hopefully, approval, of the application. Should the CIL application be unsuccessful, the KGV Committee discussed at their meeting on Monday putting a working party together to redecorate the hall area of the pavilion.

Cllr Alder met with other interested members of the village, former Cllr Mortimer and a Caloo engineer to discuss concerns about the finish of the new playground. Cllr Alder will put together a presentation, of video, pictures and text to send to someone in authority at Caloo requesting remedial works be carried out.

#### **24/475 UPDATE ON PARKING AT SARRATT C of E SCHOOL**

Cllr Alder reported that Sarratt C of E School is being proactive in contacting parents, encouraging good driving behaviour and instruction to park in the Village Hall car park as an alternative to the Cricketers. Julian Thornton, Herts Rights of Way Office has been asked to find the exact route of SA30, to confirm how much space it removes from the Cricketers car park. Once this is clear Cllr Alder can raise this with the Cricketers.

### **PLANNING**

#### **24/476 TO RECEIVE THE LEAD COUNCILLOR'S REPORT**

Cllr Farman advised that TRDC had extended the Reg 18 consultation on the Sarratt Neighbourhood plan by one week to 9 September. It is not known why. TRDC will then collate any comments received and pass this to the External

Examiner for her final review. Assuming she approves the plan, it can then move to a Parish Referendum.

The survey work on the Burlington field and on Church Lane was noted.

24/477

## PLANNING APPLICATIONS

Comments on planning applications considered:

- [Removal of existing external oil storage tank and installation of 2 new floor mounted air source heat pumps on existing concrete oil tank base.](#)  
Church Of The Holy Cross Church Lane Sarratt Hertfordshire Ref. No: 24/1387/LBC AND [24/1338/FUL](#) (respond same comment to both)  
*SPC: We support the move to a more sustainable source of energy for the heating system and overall this will reduce carbon emissions. We note that this building due to its age and size is very hard to heat efficiently, so we encourage them to continue to improve the building insulation wherever possible.*
- [Prior Approval: Single storey rear extension \(depth 5.40 metres, maximum height 3.00 metres, maximum eaves height 3.00 metres\)](#)  
The Laurels White Shack Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4ND Ref. No: 24/1303/PDE  
*SPC: Noted*
- [Certificate of Lawfulness Proposed Development: Demolition of existing garage and conservatory; construction of front porch and single storey side and rear extensions](#)  
1 Downer Drive Sarratt Rickmansworth Hertfordshire WD3 6BD Ref. No: 24/1364/CLPD  
*SPC: Noted*
- [Installation of four rooflights to side and rear, removal of existing clay and slate roof tiles and replacement with new clay tiles and natural slate tiles.](#)  
Whitedell Farm Bragman Lane Sarratt Hertfordshire WD3 4NS Ref. No: 24/1302/LBC  
*SPC: Noted. We support the careful maintenance and improvement to listed buildings to make them sustainable for the future.*
- [Prior Notification: Change of use of an agricultural building to a flexible commercial use under Class R.](#)  
Rosehall Farm Rosehall Green Sarratt Hertfordshire Ref. No: 24/1224/PDF  
*SPC: Noted. We support local farming businesses in their effort to sustain appropriate rural enterprises that work in harmony with the local environment.*
- [Listed Building Consent: Internal stud wall; replacement of fireplace tiles and replacement of glass above internal door](#)  
Little Callipers Bucks Hill Kings Langley Hertfordshire WD4 9BW Ref. No: 24/1225/LBC  
*SPC: Noted. We support the careful maintenance and improvement to listed buildings to make them sustainable for the future.*

24/478

## PLANNING DECISIONS

- [Prior Notification: Construction of storage building for hay and crops](#)  
 Redheath Farm Croxley Green Hertfordshire WD3 4LN Ref. No: 24/1095/PDNA  
 SPC: *Noted*  
 TRDC: *No objection*
- [Permission in Principle Application: Construction of 4 no. dwellings with associated works](#)  
 Grove Lodge Fir Tree Hill Chandlers Cross Rickmansworth Hertfordshire WD3 4LY Ref. No: 24/1023/PIP  
 SPC: *We reiterate our comment from the previous application - we support use of this brownfield site for residential development, but 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. In addition, SPC strongly object to the developments along Church Lane, as did TRDC, and therefore in our opinion there has been no "material change in circumstances" and we once again object for this site being re-developed for anything other than smaller affordable housing.*  
 TRDC: *Approved (permission in principle only for net gain of 2 dwellings)*
- [EIA Screening Request: Up to 600 new residential dwellings \(Use Class C3\), 1FE Primary School plus expansion land, mixed use local centre including Doctor's surgery, open and green space and associated infrastructure](#)  
 Land North Of Little Green Lane And West Of Rousebarn Lane Croxley Green Hertfordshire Ref. No: 24/1220/EIA  
 TRDC: *... the Council do not consider that an Environmental Impact Assessment is required.*
- [Part-retrospective: Demolition of existing front porch and construction of replacement front porch](#)  
 Great Bragmans Farm Bragmans Lane Sarratt Rickmansworth Hertfordshire WD3 4NY Ref. No: 24/0987/RSP  
 SPC: *No objection on the grounds it is a minimal change in keeping with the existing building*  
 TRDC: *Approved*
- [Listed Building Consent: Demolition of existing front porch and construction of replacement front porch](#)  
 Great Bragmans Farm Bragmans Lane Sarratt Rickmansworth Hertfordshire WD3 4NY Ref. No: 24/0962/LBC  
 SPC: *No objection on the grounds it is a minimal change in keeping with the existing building*  
 TRDC: *Approved*
- [Erection of single storey front and side extension](#)  
 Sarratt Village Hall The Green Sarratt Hertfordshire Ref. No: 24/0814/FUL  
 SPC: *We support these modest additions which will aid health and safety requirements as well as help reduce energy usage through improved front entrance access arrangements. We recognise that this application represents expansion of a building in a Greenbelt location, however we believe that the benefits to the community and the operation of a community asset provide very special circumstances to allow this very small expansion.*  
 TRDC: *Approved*

24/479

**PLANNING APPEALS**

- [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/24/3346997](#) - land to the rear of 47, Sarratt WD3 6HN - Jon and Chris Adams - [Demolition of existing structures and construction of five detached dwellings with associated parking, bin and cycle storage, landscaping and access improvements.](#) Ref. No: 24/0023/REF

**POLICY & RESOURCES**

24/480

**BANK TRANSACTIONS FOR AUGUST 2024**

The opening balance in July £77,727.81  
 August Supplier Payments Schedule totalled £11,975.04  
 Payments were higher than the preceding month, as there were some very large invoices to be paid. Including the purchase of benches for the playground, HMRC and extensive summer groundworks expenses.  
 SPC received the VAT refund from the payment to Caloo, however, this amount was then paid out to TRDC as a refund of the VAT included in the CIL funding for the playground. Some interest was received (£823.05) and monies paid out by Hiscox for a claim on insurance, (£760) and allotment (£140).  
 The closing balance at 30<sup>th</sup> August £70,523.43.  
 It was proposed to approve the bank transactions presented.  
 Proposed: Cllr Alder; Seconded Cllr Farman

24/481

**BANK RECONCILIATIONS AND CONSOLIDATED BANK POSITION**

Consolidated bank accounts August 2024	
Co-Op Current A/c	£70,523.43
Co-Op Savings A/c	£20,681.62
Co-Op Interest Bearing A/c	£10,140.64
Santander KGV A/c	£35,633.69
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	£136,979.38
Required 50% reserve of precept	£54,168.50 –
Net balance August 2024	£93,691.67
	=====

Cllrs Alder and Farman signed the bank statements and bank reconciliation.

24/482

**SANTANDER ADDITIONAL SIGNATORIES**

Cllr Lowry is going to attempt to close this account. He and former Cllr Soothill have attempted to change signatories on this account, to no avail. They will make a complaint to the Ombudsman about the conduct of the bank, if they are obstructive in allowing us to close the account.

24/483

**EXTERNAL AUDITORS REPORT AND NOTICE OF PUBLICATION**

SPC received a clean external audit. This will be published on the website and outside the Council Office on the Notice Board. There was one comment about the financial risk assessment review being completed in April rather than March, and therefore fell into the new financial year rather than 2023/24.

## **ENVIRONMENT AND SUSTAINABILITY**

### **24/484 LEAD COUNCILLORS REPORT**

Cllr Garvey provided a written report, covering the following:

- EV charging point site request by TRDC - It was agreed Cllr Garvey could reply on SPC's behalf proposing the KGV car park as a potential site for a couple of EV chargers. However, we would need to understand how much funding TRDC would provide for their purchase and installation before committing to go ahead.
- Woodland Management - This Autumn would be a sensible time to start implementing the 10-year plan. This is a big job and Cllr Garvey would appreciate some help. A parishioner has expressed an interest. It was agreed Cllr Garvey should approach her to discuss further. Andrew Taylor is the point of contact at the HCC Countryside Management Service. He is happy to continue helping us, both with recommending contractors, and obtaining the £3000 grant that may be available.
- Cllr Garvey would like to install irrigation for the Community Shop allotment plots and has suggested a branch off the mains supply so they can pay for their water use. Cllr Dobson advised that Affinity Water charges £3,000 for a new connection to the mains. It was agreed the Community Shop allotment could continue using the existing supply into the allotments, but the Clerk would monitor water usage before and after the installation of the irrigation system, and if there was a significant increase in water usage a levy could be applied to the annual plot rental fee. Cllr Garvey advised that having considered a compost toilet, it was unlikely to get enough use to justify the expense.

## **HIGHWAYS**

### **24/485 LEAD COUNCILLORS REPORT**

Cllr Diggins advised there was nothing much to report this month. However, he commented that he is determined to engage Herts Highways on numerous matters throughout Sarratt, and to keep them accountable for the safety of the parish roads.

Correspondence had taken place with a resident of Deadman's Ash Lane over the lack of speed limit signs at the junction with Bottom Lane, where the 30mph speed limit comes into effect before climbing the hill. Cllr Diggins reported the matter to Herts Highways, who acknowledged the sign had been missing since 2012 but had not been replaced as it was a low priority matter. Cllr Diggins has demanded a more pro-active response

Cllr Diggins reiterated the various links for Parishioners to use to report:

- Road Repairs and Diversions - <https://one.network/>
- Fault Reporting - <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/report-a-problem/report-a-street-light-or-pothole.aspx>

### **24/486 TO RECEIVE DISTRICT COUNCILLOR'S REPORT**

District Cllr Reed updated SPC on the difficulties he is encountering at TRDC, as the calendar and committee work schedules keep being rearranged. The delay in consideration of the KGV pavilion CIL application was a consequence of changed dates and agendas for the Policy & Resources Committee.

The Chorleywood Green Street planning application is going before the Planning Committee soon, and they will make a site visit. As part of the outline planning permission, the developers have promised a new primary school and doctors' surgery. A decision by the P&R committee is expected at their meeting on the 24 October.

**24/487            CORRESPONDENCE**

Correspondence was received from a resident regarding signage at Dawes Common. The Clerk is to purchase FOOTPATH and BRIDLEWAY signs to discourage horse riders from using parts of the common that aren't a bridleway.

**24/488            COUNCILLORS QUESTIONS AND COMMENTS**

There were none.

**24/489            DATE OF THE NEXT MEETING 8<sup>th</sup> OCTOBER 2024**

**CONFIDENTIAL MATTER:**

**24/490            RESIGNATION OF PARISH WARDEN**

The Clerk will ask TBS Hygiene who currently empty the dog poo bins whether they will be able to incorporate the emptying of the rubbish bins in Sarratt, at least on a temporary basis until a replacement for the Parish Warden is found. The Litter Group has agreed to undertake the clearing and cleaning of signage in Sarratt.

**Meeting ended 21:30 pm**