

SARRATT PARISH COUNCIL

Parish Office: Village Hall, The Green, Sarratt Rickmansworth Hertfordshire WD3 6AS
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MINUTES of the Sarratt Parish Council Meeting held on Tuesday 12th AUGUST 2025 in the Rear Hall, Sarratt Village Hall

Present: Lead Cllr Sarah Dobson
Cllr Michael Lowry, Policy & Resources
Cllr Lee Farman, Planning
Cllr James Alder, Deputy Planning
Cllr David Zerny, Deputy Highways
Cllr Angela Coakley, Vice Chair
Cllr Simon Diggins, Highways Lead

In Attendance: Mrs Lena Mortimer, Clerk to the Council
3 members of the public
District Cllr Ciaran Reed

25/739 APOLOGIES AND ANNOUNCEMENTS
Cllr Garvey was absent due to her resignation from the Environment and Sustainability Councillor. This takes effect from the start of September. SPC is very sorry to see Cllr Garvey step down from this position, as she has been an outstanding representative for Sarratt residents during her tenure and SPC expressed its thanks for her tireless work.

A notification in Spotlight will be posted, informing of Cllr Garvey's resignation and appealing for interested parishioners to contact SPC.

There were no other absences.

25/740 DECLARATIONS OF INTEREST AND DISPENSATIONS
There were none.

25/741 PUBLIC QUESTION TIME

25/742 MINUTES OF THE LAST FULL COUNCIL MEETING ON 8th July 2025
The Minutes of the last meeting were true and accurate.
Proposed: LF
Seconded: DZ

25/743 CLERKS ACTIVITIES: June-July 2025

ACTIVITY	DETAILS	STATUS
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Works on or adjacent to the Green – Affinity Water and Cadent Gas, and Affinity at Holy Cross Church	Some of the works are emergencies and therefore, there is no forewarning that can be passed on to the Parish.	The Gas leak on the Green continues, but is not intruding into homes. This is not considered an emergency and I will be given a date for further works.
Defibrillators: Village Hall; KGV; Old Forge; Holy Cross	All serviced and updated on The Circuit	Emergency Ready for use.
VJ Day prep	15th August 2025	Cllrs considering commemoration
UK Power	Have visited Dawes Woods to look at the overgrowth of trees into power cabling	Awaiting a potential start of works
Herts ROW 34	Circulated to the Village through the email service, facilitating comments.	Comments close 21st July.
Willow on the Green	Sympathetically remediated.	Chippings to the allotments
Stabb Rowan Tree	Meeting with Cllr Garvey to decide tree and positioning	To be planted October/ November
Dickens living memorial	Three silver birch due to be planted in a stand	In discussion
Mortons Pond	Works by The Chiltern Wildlife Volunteers	Completed
Consultation with Sarratt School on emergency access	Awaiting date for a meeting with School, SPC, Fire service	Awaiting date.
Reported overgrown Rights of Way to Herts ROW Officer	Complaints received about the difficulty of walking on New Model Farm ROWS	Hope for action post 21st July
Meeting 17th July Richborough Properties application for 600 house development Croxley/	Attended meeting	Reported

Meeting 28th July – with Cllr Alder – Sarratt C or E School Building works	Cllr Alder and I attended a meeting to discuss the building works and parking matters. Decision to defer discussion about emergency access.	Communications letter is to be sent by the School to residents and parents. Village Hall have allowed extension on parking to 09:30 am. Classroom arrives 18th August. ‘Walking Bus’ from KGV. Guided Parking by personnel and signage.
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25/744

FILMING IN SARRATT

A request to use land owned by SPC as a location for a BBC Comedy Series has been received. The dates being 11th and 12th September and the 15th October 2025. The film company have made individual arrangements with Parishioners.

The filming will necessitate road closures – which have been detailed by letter - and off-Green car parking, however, the film company is working pro-actively to ensure that there is a minimum level of disruption.

SPC will circulate further details on the Village Email, on the Web Site and by letter drop, as we receive it.

The money SPC will charge for the location, will be spent on the works to the Cricketers Pond, for which the Council has been trying to acquire grant funding.

ROSPA report on the KGV Playground

The ROSPA report was forwarded to Caloo who have attended, promptly, to the repairs.

25/745

CLERK - JURY SERVICE

The Clerk has been called for Jury service on the 15th September for 10 days.

The Councillors have decided that the Parish Office will remain shut during this time, but the Clerk will pick up calls and respond as time allows.

25/746

REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS ON BEHALF OF SPC

- The Lead Councillor attended a presentation from TRDC on the 28th July, dealing with Government Reorganisation and devolution issues.
- Steven Giles-Medhurst is the leader of the working party of 11 Hertfordshire parishes. It appears that Hertfordshire may be split into two authorities under the leadership of one Mayor. The Government would like this to represent a single economic area.
- SPC has submitted its comments to HCC.
- The number of councillors is expected to be reduced from 517 to between 230 and 240. Their workload will be much greater. There will follow boundary changes.
- In areas where there are no parish councils, Area Committees will be created – preferred by Government as they have no tax raising powers.

- There is a great deal of standardisation to ensure uniformity of processes over the areas. There is a further meeting in September and a presentation of proposals in November.

PLANNING – CLLRS FARMAN AND ALDER

25/747 TO RECEIVE THE LEAD COUNCILLORS REPORT

- Former Councillor Anthony Soothill met TRDC on Friday, to clarify minor issues identified by the inspector in SPCs Neighbourhood Plan. This will, hopefully, be adopted by the P & R Committee meeting in September. Thereafter a simple majority is required of voters within Sarratt at elections on the 6th November.
- Dist. Cllr Ciaran Reed has offered kindly, to assist SPC with the Neighbourhood Plan elections.
- SPC would like to express its gratitude to Anthony Soothill and Mike Edmund, without whose tireless work, this project would not be on the point of realisation.
- The TRDC Local Plan. SD and LF has a meeting with a consultant planner/ developer within the Parsh who is helping to advise SPC on Regulation 18 application for development within Sarratt. He concurs that they are unrealistic and unsustainable. Both SPC and he are in favour of appropriate developments within the Parish, so that SPC can fulfil its aspirations expressed in the Neighbourhood Plan.
- A further Planning meeting with SGM on 20th August will concentrate on the proposed developments at Bragmans Lane/Poles Hill and Church Lane. Also, SPC will try to ensure that sites previously rejected for development will not be reconsidered in the future.

25/748 PLANNING APPLICATIONS

Prior Approval: Single storey rear extension (depth 8.00 metres, maximum height 4.00 metres, maximum eaves height 2.75 metres)

Tarn Dunny Lane Belsize Kings Langley Hertfordshire WD4 9DQ Ref. No: 25/1123/PDE

SPC: Noted. Although this represents a sizeable expansion, we welcome investment in this property. It is a shame that the previous, smaller scale and aesthetically preferable application for this site was refused. We encourage the applicant to us the opportunity of these changes to improve the energy efficiency of the dwelling beyond what is required by building regulations.

- Prior approval: Enlargement of the dwellinghouse by the construction of one additional storey (2.65m height) and raising of roof ridge to result in an overall height of 8.33m (Class AA)

Tarn Dunny Lane Belsize Kings Langley Hertfordshire WD4 9DQRef. No: 25/1146/PDT

SPC: Noted. Although this represents a sizeable expansion, we welcome investment in this property. It is a shame that the previous, smaller scale and aesthetically preferable application for this site was refused. We encourage the applicant to us the opportunity of these changes to improve the energy efficiency of the dwelling beyond what is required by building regulations.

- Non-materials amendment to planning permission 24/0990/FUL to allow alterations to external materials from timber cladding to brick

Sarratt Church Of England School The Green Sarratt Rickmansworth
Hertfordshire WD3 6AS Ref. No: 25/1109/NMA
SPC: *Noted*

- **Neighbouring Authority Consultation: Variation of condition 5 (MUGA hours of use) of planning permission 10/00048/CM - Watford Borough Council application reference 25/00566/VAR**
Francis Combe Academy Horseshoe Lane Watford Herts WD25 7HW Ref.
No: 25/1078/NAC
SPC: *No comments*

25/749

PLANNING DECISIONS

- **Certificate of Lawfulness Proposed Development: Erection of an outbuilding**
Toledo The Green Sarratt Rickmansworth Hertfordshire WD3 6BS Ref. No: 25/0949/CLPD
SPC: *We support investment into this property, but are concerned that the combination of this and the other two current separate applications will result in overdevelopment of this area.*
TRDC: *Approved*
- **Prior Notification: Change of use of existing agricultural building to two residential dwellings with operational works and extension to building and associated curtilage and parking**
Great Sarratt Hall Farm The Green Sarratt Hertfordshire Ref. No: 25/0815/PDA
SPC: *While we would welcome the addition of three-bedroom properties in Sarratt and investment into this deteriorating barn, we do not believe this is a sustainable location for this type of dwelling, as highlighted by Herts Highways response and recommendations. We object to this application on the grounds that the barn has not been in agricultural use for many years, so would not qualify for the change in use, and due to its location, this application will result in an impact to the adjacent conservation area.*
TRDC: *Refused*
- **Certificate of Lawfulness Proposed Development: Loft conversion including rear dormer with juliet balcony and front rooflights**
6 Belsize Cottages Dunny Lane Belsize Kings Langley Hertfordshire WD3 4NP Ref. No: 25/0800/CLPD
SPC: *Noted*
TRDC: *Approved*
- **Demolition of existing conservatory and construction of single-storey rear extension**
6 Belsize Cottages Dunny Lane Belsize Kings Langley Hertfordshire WD3 4NP Ref. No: 25/0797/FUL
SPC: *No objection*
TRDC: *Approved*
- **Replacement windows including bays**
The White Cottage The Green Sarratt Rickmansworth Hertfordshire WD3 6BL Ref. No: 25/0735/FUL
SPC: *No objection*
TRDC: *Approved*
- **Listed Building Consent: Replacement windows including bays**

The White Cottage The Green Sarratt Rickmansworth Hertfordshire WD3
6BL Ref. No: 25/0736/LBC
SPC: No objection
TRDC: Approved

- **Partial demolition of existing dwelling and construction of part single, part two storey rear extensions.**

Doggetts Penmans Hill Chipperfield Kings Langley Hertfordshire WD4 9DJ
Ref. No: 25/0726/FUL

SPC: Although this proposal is a large increase in floor space, compared to the original building, we have no objection on the basis that this proposal is a minimal increase in footprint, has no impact on neighbours and would result in a better, in keeping development compared to using permitted development options.

TRDC: Approved

- **Single storey extension to existing detached garage**

Lamington House Penmans Hill Chipperfield Kings Langley Hertfordshire WD4 9DJ Ref. No: 25/0576/FUL

SPC: No objection on the basis this would result in a minimal increase in footprint of an existing building

TRDC: Approved

- **Erection of golf academy building with associated infrastructure and landscaping works.**

The Grove Grove Mill Lane Grove Mill Rickmansworth Hertfordshire WD3 4TG Ref. No: 25/0438/FUL

SPC: No objection

TRDC: Approved

- **Demolition of existing buildings and construction of four dwellings including terraces with associated landscaping and parking provision.**

Cottage Farm Redhall Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4LT Ref. No: 24/1950/FUL

SPC: We welcome the intention to redevelop the underutilised and deteriorating existing buildings and the aim to bring biodiversity net gain to this site. As the site is in Green Belt, exceptional circumstances are needed to override policies to allow building of new dwellings. Unfortunately, we do not believe that 4 bedroom houses match the local needs and as such do not qualify as exceptional circumstances. We would like to also note that it is understood that most of the current vehicle traffic enters the neighbouring site, so the result of this application may lead to an increase in vehicle traffic on the application site.

TRDC: Approved [restrictions added to the permission that remove rights for permitted development and further class changes, as well as prevention of external lighting without further planning permission]

- **Temporary planning permission for use of land for film making for 18 months to include construction of temporary set pieces storage, stationing of support services and parking - Dacorum Borough Council - 25/01039/MFA**

Land At Berrybushes Farm Langleybury Lane Kings Langley Ref. No: 25/0784/NAC

TRDC: No objection

- [APP/P1940/W/25/3358883](#) - 15 Church Lane - [Subdivision of site and construction of detached bungalow with associated access and car parking](#). Ref. No: 25/0002/REF
 - [APP/P1940/C/24/3349464](#) - Ravenswood Farm Church Lane - Enforcement Notice Appeal - Use of building as an independent dwellinghouse (Use Class C3) - 22/0031/COMP
- This appeal is quashed for legal reasons.**

25/751 PLANNING ENFORCEMENTS – there were no enforcements forthcoming from TRDC this month

25/752 FP34 CONSULTATION
SPC made it possible for the Parish to give its reaction to this proposal, by sending information out on the Village Email; providing information sheets for distribution from the Village Shop and mail shooting. We do not know the statutory timing on this matter at the moment.

HIGHWAYS – CLLR DIGGINS AND CLLR ZERNY

25/753 TO RECEIVED THE LEAD COUNCILLORS REPORT
There was little to report this month

25/754 TO RECEIVE A REPORT FROM CLLR ZERNY

- As a result of the closure of the M25 over most nights in the preceding week, there have been many complaints from residents about the diversion of so much heavy traffic through the narrow lanes and Sarratt and the Hamlets. This matter will be raised with the chairperson of the Highways Committee.
- The frequent flooding at Bucks Hill and Callipers Lodge brought to SPCs notice by Mr Terry, had been resolved and large bore drains have been installed. We look forward to seeing a maintenance schedule for these.
- DZ has a meeting with Cllr Louise Price on 25th September.
- Lead Cllr SD asked by the conservation area at Church End has not been reassessed as yet? SPC must pursue this as it is useful in planning issues. The Green is to be reassessed next year.

ENVIRONMENT AND SUSTAINABILITY

25/755 TO RECEIVE THE LEAD COUNCILLORS REPORT
The Council was very sad to receive the resignation of Cllr Flo Garvey, who has stood down from her role as Environment and Sustainability Councillor. SPC would like to express its thanks for the wonderful job Flo has done in this post and the positive effect she has had on the environmental life of Sarratt Village. She has pioneered the Community Garden and brought the Allotments into the lives of many parishioners who had hitherto, not considered gardening or growing produce. SPC is now looking for a suitable replacement for this portfolio.

25/756 APPROVE REQUESTING QUOTATIONS FOR POND WORKS AT THE APPROPRIATE TIME.
Proposed: SD Seconded: AC

POLICY AND RESOURCES – CLLR LOWRY

25/757 JULY BANK RECONCILIATION AND PAYMENTS £15,123.63
Agree and sign reconciliation and statement of payments and receipts.
Proposed: SD Seconded: AC

The larger than average outgoing payments for the month, was influenced by the first payment £6,513.00 to the project managers – Spicer Surveys – for the KGV Pavilion refurbishments. Spicers have had 7 responses to the tender for works at the Pavilion. There was one receipt - £1,500.00 – from the Fair.

The balances on SPC accounts were:

Co-Op current account	£23,271.83
Co-Op Instant Savings account	£117,553.19
Co-Op 95 days interest bearing account	£10,388.79
Santander KGV A/c	£
0.00	

SPC awaits the first 50% instalment of precept money in September.

With regard to the CCLA account, Cllr Lowry has been looking for the most convenient signatories for this account. The Clerk will be the main point of contact, and Vice Chair Cllr Angela Coakley is willing to be a signatory. Lead Cllr SD will contact Sarah Altman for assistance.

25/758 EXTERNAL AUDIT PROGRESS

There are two very minor qualifications on the AGAR, which have been resolved.

25/759 RECEIVE DISTRICT COUNCILLORS REPORT

There was nothing new to report this month, although Dist. Cllr Reed contributed to the meeting.

25/760 CORRESPONDENCE

There was no correspondence.

25/761 COUNCILLORS QUESTIONS AND COMMENTS

Cllr Alder is to investigate a request by Affinity Water to make a water connection from Sarratt House to the Woodyard

25/762 DATE OF NEXT MEETING 9TH SEPTEMBER 2025

MEETING CLOSED 21:30PM

25/724

PLANNING APPLICATIONS

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TRDC: Refused

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TRDC: Approved

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TRDC: Approved

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No: 25/0438/FUL

SPC: No objection

TRDC: Approved

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TRDC: Approved [restrictions added to the permission that remove rights for permitted development and further class changes, as well as prevention of external lighting without further planning permission]
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Land At Berrybushes Farm Langleybury Lane Kings Langley Ref. No: 25/0784/NAC
TRDC: No objection

25/726

PLANNING APPEALS

No further updates to report on the following:

- [APP/P1940/W/25/3358883](#) - 15 Church Lane - [Subdivision of site and construction of detached bungalow with associated access and car parking](#). Ref. No: 25/0002/REF
- [APP/P1940/C/24/3349464](#) - Ravenswood Farm Church Lane - Enforcement Notice Appeal - Use of building as an independent dwellinghouse (Use Class C3) - 22/0031/COMP

25/727

SARRATT NEIGHBOURHOOD PLAN

The Examiner has requested a few minor changes, which the NP sub-committee will work with TRDC on. It will then go to the TRDC Planning & Resources Committee to approve moving to a Referendum. All being well the referendum should take place early in the Autumn. SPC will encourage all parishioners to vote at the referendum and ideally in favour of adopting the plan.

25/728

RIGHT OF WAY FOOTPATH 34 CONSULTATION

Cllrs Farman and Alder will draft an email encouraging parishioners to participate by responding to HCC before 21 July on the proposal to turn footpath 34 along the tarmac track to John Adam's Nurseries into a combined pedestrian and cycle path as this is a pre-requisite requirement from the Burlington Property Group planning permission appeal, requiring it to be agreed before the next stages of the development can progress.

HIGHWAYS – CLLRS DIGGINS AND ZERNY

25/729

TO RECEIVE THE LEAD COUNCILLORS REPORT

Cllr Zerny gave an update on his progress on Highways issues with the new County Councillor Louise Price. Cllr Zerny advised:

- Cllr Price had been very pro-active in answering Cllr Zerny's requests for information and action.
- Gulley clearing in Buck's Hill should be completed by September.
- The flooding episodes at Bucks Hill have been addressed by the Officers.
- North Hill and Bucks Hill resurfacing is not in the 2025/26 planned maintenance schedule. Cllr Zerny had hoped some of the less critical roadworks proposed

could be deferred to the following year to create space to address North Hill and Buck's Hill, but this is unlikely. He will work with Cllr Price to ensure it is included early in the 2026/27 programme of work.

- Parishioners should continue to report all road faults and flooding on the HCC Highways portal.

ENVIRONMENT AND SUSTAINABILITY

25/730 TO RECEIVE THE LEAD COUNCILLORS REPORT CLLR GARVEY

Cllr Garvey submitted the following report ahead of the meeting:

- Very little to report other than that the Woodland Management Plan hasn't been forgotten, and plans are being made now for work to be undertaken in the Autumn. There should be additional state funding for this.
- Morton's Pond is once again being cleared (in an ecologically sensitive way) by the Chiltern society at no cost. Huge thanks to them.
- Ongoing thanks to the Wildlife Volunteers who continue to enrich the ecosystems, particularly in Commonwood where their work has enabled perennial and annual flowering plants to flourish and benefit local biodiversity.
- Likewise, thanks to the litter pickers, who make a huge difference to the appearance of the Parish.
- Please note, the watering of any young trees in the parish is open to all – please do throw a bucket of water onto any tree you are passing – they will appreciate it!

POLICY AND RESOURCES – CLLR LOWRY

25/731 JUNE BANK RECONCILIATION AND PAYMENTS

- June payments totalled £7,861.55, when added to salary payments, total expenditure came to £8,959.74
- No bank receipts
- All posted into Rialtas and closed last week
- Co-op current account opening balance of £45,855.20. Closing balance of £36,895.45
- Co-op instant access savings account - £117,553.00
- Co-op 95 day access account - £10,388.59

It was resolved to approve the bank transactions made since the previous meeting.

Proposed: Cllr Farman ; Seconded: Cllr Alder

Cllrs Farman and Alder signed the bank statements and reconciliations.

25/732 Q1 PAYMENTS AND RECEIPTS

Cllr Lowry presented the Q1 summary showing spend year to date against the budget was 29%. This is to be expected due to the payment of the 2025/26 Grants in April and the summer months requiring more groundwork (mainly grass cutting) compared to the Autumn and Winter months.

25/733 INTERNAL AUDITOR QUERY FROM LAST MEETING AND EXTERNAL AUDITOR ADDITIONAL INTERMEDIATE CRITERIA

- The quite minor matters have now been addressed.
- Prior to the receipt of CIL funding for the new playground at KGV, SPC was rated as a 'small' authority. This income (although paid out almost immediately to the playground installer) has pushed up our categorisation to 'medium' for 2024/25, resulting in the checks made on SPC being greater. For the current year SPC should move back to being treated as 'small' authority. But may end up being a 'medium' authority again in 2026/27 due to the CIL grant for the KGV pavilion works.

- The Risk Register 2024/5 was updated to assure the auditors that all was well controlled.
- SPC will check the accreditations of the external auditors before the 2025/6 formal letter of engagement each year.

25/734 CCLA NOMINATED AND COMPLETION OF AUTHORISED SIGNATORIES FOR THE PUBLIC SECTOR FUND

The paperwork is now signed, but Cllr Lowry will ask the internal auditor if she has further recommendations at this stage, before opening the account and transferring £54,000 (equivalent to the 50% of Precept that SPC needs to hold in Reserves) agreed at the last SPC meeting in June.

25/735 TO RECEIVE DISTRICT COUNCILLORS REPORT

District Councillor Ciaran Reed was unable to attend as he was at a full District Council Meeting

25/736 CORRESPONDENCE

There was none.

25/737 COUNCILLORS QUESTIONS AND COMMENTS

There were none

25/738 DATE OF THE NEXT MEETING 12 AUGUST 2025

MEETING ENDED AT 21:45PM