

SARRATT PARISH COUNCIL

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DRAFT MINUTES of the Sarratt Parish Council Meeting held on Tuesday 8 JULY 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

In Attendance: Mrs Lena Mortimer, Clerk to the Council
7 members of the public

25/717 APOLOGIES AND ANNOUNCEMENTS

Apologies were received in advance from Vice Chair Angela Coakley, Cllr Simon Diggins and Cllr Flo Garvey.

25/718 DECLARATIONS OF INTEREST AND DISPENSATIONS

There were none.

25/719 PUBLIC QUESTION TIME

Clovercourt: 25/1028/FULL - Houses to the rear of 76 to 78 Church Lane:

Church Lane residents from homes close to the site expressed their concerns over the development. Cllr Farman explained that as Outline Planning Permission had been granted on Appeal, the development would likely go ahead, but comments could be made on the details now presented in the Full Planning Application. Looking at what is being proposed by the developers in this application, concerns are now emerging that conditions placed on the initial outline permission being granted have been altered:

- The initial 20 homes defined as affordable and shared ownership has been reduced to 10 marketable and 10 affordable.
- No community amenity is included - required if the new homes are not all affordable.
- The mix of 2, 3 and 4 bed homes has also altered with more of the larger properties.
- Parking allocation in the light of the alteration of the type of homes.

During the meeting the following points were raised by the residents:

- Access to driveways on the access road to the site
- The banks of land on both sides of the proposed entranceway, belong to the neighbouring properties.
- Access to the footpath running along the rear of the site may not be possible as there is a 3m 'ransom-strip' - this is being queried with Herts Rights of Way team.
- A right of access for the neighbouring properties to the rear of their homes through the site.

- Privacy issues in relation to 2 storey buildings overlooking the properties along that stretch of Church Lane
- Has the development expanded to the left such that it now abuts the woodlands owned by no. 82?

Cllr Farman asked the residents for copies of any information relating to the above or any other aspect that may challenge the proposed plans for the site to be shared with SPC.

He also noted in response to concerns about construction traffic, that a Construction Management Plan must be prepared and that it has to be co-ordinated with any other developments taking place at the same time.

25/720

MINUTES OF THE LAST FULL COUNCIL MEETING ON 10th June 2025

The minutes of the last Meeting were agreed as a true and accurate reflection of the meeting.

Proposed: Cllr Zerny; Seconded: Cllr Alder

MATTERS ARISING FROM THOSE MINUTES

Cllr Dobson asked for an update on the re-routing footpath 34 onto the bend on Sarratt Road. The Clerk advised this was now with the HCC RoW Team.

Cllr Dobson also asked for an update on the oak tree on the track leading to John Adam's – nurseries. The Clerk advised that the fence had been re-positioned.

Cllr Lowry asked for the Quarter 1 results to be added to the Agenda, which was approved.

25/721

CLERKS ACTIVITIES: MAY – JUNE 2025

ACTIVITY	DETAILS	STATUS
Complaints received from Mr Terry and Mrs Vines	Drainage, gullies and flooding outside their properties in Buck's Hill and Church Lane.	Cllr Zerny met Cllr Price and was able to obtain a comprehensive explanation from HCC Highways and the gullies should be addressed by September.
To confirm the land asset register and maintenance schedule	Clerk, Andrew Whitewood and Jo Deacon	This work is ongoing
VJ Day 80 th Anniversary - 15 August 2025	SPC commemoration	Clerk to contact Cllr Diggins about holding a small service
ROSPA report on KGV playground	Site visited by AW and former Cllr NM	Findings and conclusions detailed under agenda item 25/722.
Dawes Woods	Visited by UK Power re the overhanging tree growth	
Defib for Church	This is now on SPC's asset register	Registered with the Circuit. Added to insurance. Added to Catapult maintenance schedule.
Sarratt School	Village Hall table tennis table, quick cricket and legs for badminton net	Delivered to the school by Andrew Whitewood and Nick Mortimer

State of the doctors' surgery in Church Lane	Clerk has contacted the Practice Manager at New Road to arrange repairs / painting	Awaiting outcome / action
CPRE petition on 'Saving the Green Belt'		Clerk signed on behalf of SPC
Gate repair from path across Dawes Lane to Dawes Woods		Julian Thornton from the Herts RoW Team has asked his works team to get the gate re-hung on a new post as soon as possible as it has been outstanding since February.

25/722

TO RECEIVE THE LEAD COUNCILLORS REPORT (CLLR DOBSON)

KG V PAVILION UPDATE

- The work has now gone out to tender with 6 contractors requested to submit their quotations within a month. The shortlisting and assessment will be undertaken by Spicer Surveys who will make a recommendation to the Project Team. It is hoped to appoint a contractor in September.
- The Section 106 Deed of Variation requested by TRDC may cost up to £1000 and is a requirement for the planning permission to be formally approved. SPC have therefore given the TRDC legal team the go ahead to prepare the deed.
- The request by SPC for the CIL funds be paid to SPC in instalments, so that staged payments can be made to the contractors has been agreed by TRDC. SPC will also request the 'termination by convenience' clause is extended from 1 to 3 months. Cllrs Lowry and Dobson will investigate the possibility of protecting the works with insurance cover should funds be withdrawn.

ROSPA-COMMENTS FROM CLLR ALDER

The ROSPA report was forwarded to Caloo who will attend to make the repairs, including addressing the height of the roundabout from the ground. Thanks were given to former Cllr Mortimer and Andrew Whitewood for undertaking the more minor repairs.

PLANNING – CLLRS FARMAN AND ALDER

25/723

TO RECEIVE THE LEAD COUNCILLORS REPORT

TRDC new Local Plan

- The TRDC Full Council will decide whether to approve a further Reg 18 Consultation at their meeting on 8 July. If approved the consultation will last 6 weeks starting mid-July.
- They are only required to consult on the new sites arising from their recent call for new sites to increase the number of new homes they need to build over the next 16 years to meet the new target of 13,500 homes by 2036 set by central government.
- They may decide to put previously rejected sites back into the plan. The concern is because these sites have already been consulted on, they do not form part of this latest consultation. As such SPC and the other Parish Councils will have no visibility of the full list that could go through to Reg 19 in the Autumn, by which time it is very hard to change the proposed sites. SPC is working with the other Parish Councils and the Residents Associations to raise this with TRDC. Specifically, the concerns are:
 - Is TRDC assessing these new sites in isolation without considering the proximity to other adjacent sites and the compound impact if both go ahead –

the Sarratt example would be the 2 sites either side of Poles Hill / Bragman's Lane leading into Belsize

- Are TRDC taking into account already approved applications, yet to be developed and their adjacency to these new sites, in their assessment – the Sarratt example being the new sites proposed along Church Lane in addition to the already approved Burlington and Clovercourt developments.
- No visibility of which sites previously rejected in Sarratt (all of them) may now be put back in the plan, and the compound impact of those sites on the sites mentioned in 1 and 2 above.

Local Government Reorganisation (LGR)

Cllr Farman shared latest information received from various sources on the LGR process:

This process, mandated by Government is to reorganise the current 11 councils in Hertfordshire (10 District Councils and the County Council) into unitary authorities that cover all the services provided by the councils. These unitary authorities will be part of a wider economic development area that has an elected mayor, a budget and strategic level remit for some services. It has not yet been determined which other areas Hertfordshire will be joined by for the economic development area.

Hertfordshire have ruled out a single unitary authority option for their proposals due to be submitted to the Government in November, in part due to the fact that the population is too big (ca. 1.2 million today). 500,000 or more is the recommended guideline. They are proposing options for the consultations for splitting Herts into 2, 3 or 4 Unitary Authorities.

The parishes and existing town councils' structure will not be changed by these proposals. Any new bodies at this level will be created as Neighbourhood Area Committees with no tax/precept raising ability. It is likely the biggest impact will be seen at senior management level in the middle (District) tier of government as part of the reorganisation into new unitary authorities.

Consultations will move from private to public soon, where they will be seeking feedback on their proposals.

The next meeting on the LGR within the Three Rivers district with the Parish Councils is on 28 July.

Government's new Planning and Infrastructure Bill

This new bill currently going through parliamentary consideration includes changes that aim to speed up planning decisions, such as:

- Small planning developments of between 9 to 50 dwellings may be overseen by Planning Officers with no comments being taken. This could mean Councillors cannot review Officers' decisions by reviewing them at Planning Committee.
- Changes to the statutory consultee process may well streamline the process but may have negative unintended consequences.

Chris Berry at CPRE (Campaign to Protect Rural England) is to ascertain key details for Cllr Farman.

25/724

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 9DQ Ref. 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

25/725

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

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 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