

SARRATT PARISH COUNCIL

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DRAFT MINUTES of the Sarratt Parish Council Meeting held on Tuesday 14th October 2025 in the Rear Hall, Sarratt Village Hall

**Present: Chairman Lee Farman
Vice Chair: Angela Coakley
Policy and Resources: Cllr Michael Lowry
Dep Planning: Cllr James Alder
Highways: Cllr Simon Diggins
Dep Highways: Cllr David Zerny**

**Mrs Lena Mortimer – Clerk to SPC
District Cllr Ciaran Reed
Count and District Cllr Louise Price**

5 members of the public

25/787 APOLOGIES AND ANNOUNCEMENTS

To receive and accept apologies for absence, and any announcements

There were apologies from Vice Chair Angela Coakley and Cllr Simon Diggins.

25/788 DECLARATION OF INTEREST AND DISPENSATION

Cllr Lowry works, voluntarily, on behalf of Alms House and Sarratt Care

25/789 TO CO-OPT A NEW COUNCILLOR MR PHILIP MITCHELL

Mr Philip Mitchell has been a Sarratt resident for over 10 years. He heads his own publishing company and is good 'at getting things done.' He would very much like to help Sarratt Village in any way he can.

VOTES FOR: Cllr Mitchell was co-opted unanimously.

The meeting welcomed the new councillor.

25/790 PUBLIC QUESTION TIME

Question deferred to 25/797 Planning

25/791 MINTUES OF THE LAST FULL COUNCIL MEETING ON 9th September 2025

To agree the minutes of the last meeting were true and accurate.

Proposed: ML

Seconded: JA

25/792 CLERKS ACTIVITIES

ACTIVITY	DETAILS	STATUS
Works agreed with UK Power for a trench across the green to be dug to provide power to the new cottages.	Have asked for the top turf to be removed and reinstated after work completed due to environmental interest in this area.	Rescheduled to 27 th October
Filming location work obtained for Sarratt	Extensive negotiations now complete.	Rescheduled for the 17 th October
Traffic surveys in Sarratt	There are many; Sarratt Road, North Hill etc.,	I am investigating to whom the surveys belong
Herts ROW 34	This matter moves to the next level, SPC and residents notified by HCC	The application is to be displayed in the Parish Office by request of HCC
Police re diverted traffic from M25		Continue to investigate available signage from HCC
Stabb Rowan Tree	Meeting with Cllr Garvey to decide tree and positioning	To be planted 4 th November
Retirement Gift former Cllr Dobson	Sarah asked for a painting of Sarratt. Contacted an artist and have located an appropriate painting	Have asked for dimensions and a price (in the region of £300) Proposed: ML approved:DZ
Forthcoming office expenses	<ul style="list-style-type: none"> • There has been no hot water in the office for three years- require piping and perhaps new water heater • It is cold in the office in the winter. Ask for a wall mounted radiator 	Have asked for a quotation for work and equipment from Steve Bass-notionally under £1500
John Merritt	John visited the office to mend the printer and commented that the PC should be replaced. It is on 3 rd generation processors and should be at least 8 th . This cannot continue in use for long.	Estimated £1000
Spring bulbs	I would like to order spring bulbs to be planted on The Green and around the pond	From Boston Bulbs – estimate £500
Cricketers Pond	Works to remove silt; sedge; crowded plants such as reeds and sweet grass. New coir mats fitting	Fencing will remain, as the area has been seeded.

25/793 FILMING IN SARRATT

This recommences on the 17th, but there are two days of preparation and dismantling. As the filming is to take place in the Community Shop, it will be closed on the 16th; 17th and 18th.

25/794 REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS ON BEHALF OF SPC

Cllr Lowry will attend the Village Hall Committee meeting next week.

25/795 NEIGHBOURHOOD PLAN REFERENDUM UPDATE

Speakers: Chairman Cllr Farman, Dist.Cllr Reed, Former Cllr Soothill

The Neighbourhood Plan Referendum is a vital moment for the successful ratification of the Sarratt Neighbourhood Plan. The purpose of this, is to protect Sarratt's village status from inappropriate development and the preservation of the quality and specifications of any housing allowed.

The Neighbourhood Plan is not a political document, so any printed matter associated with it must be neutral in emphasis. Posters, web material and flyers is being created that is compliant with neutrality – this with the assistance of Cllr Reed, Former Cllr Soothill and webmaster Michael Edmund.

A good turnout on the 6th November, will ensure that the Neighbourhood Plan shows strong support for the referendum decision.

Postal votes are available, and should be submitted by the end of October (date to be confirmed by TRDC).

PLANNING – CLLR ALDER

25/796 TO RECEIVE THE LEAD COUNCILLORS REPORT

There was no separate report. The meeting continued to the applications and decisions.

25/797 PLANNING APPLICATIONS

Applications to consider:

- [Construction of first floor side extension](#)
Norcott House Commonwood Sarratt Kings Langley Hertfordshire WD4 9BA Ref. No: 25/1710/FUL
- [Demolition of existing garage and construction of single storey side and rear extensions and construction of two front dormer windows and rear rooflight, external materials including timber boarding and render](#)
Callipers Hall Lodge Bucks Hill Kings Langley Hertfordshire WD4 9BP Ref. No: 25/1659/FUL
- [Construction of single storey rear extension](#)
47 Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HN Ref. No: 25/1649/FUL
- [Erection of cattle shed](#)
The Old Rectory Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HJ Ref. No: 25/1634/FUL
- [Demolition of existing conservatory, erection of a two storey side extension, juliet balcony; loft extension including rear rooflight](#)
Dellfield House Plough Lane Sarratt Rickmansworth Hertfordshire WD3 4NL Ref. No: 25/1615/FUL
- [Retrospective: Erection of Agricultural Polytunnel](#)
The Lodge Redhall Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4LU Ref. No: 25/1602/RSP
- [Certificate of Lawfulness Proposed Development: Enlargement of the dwelling house by the construction of one additional storey and single storey rear extension](#)
Tarn Dunny Lane Belsize Kings Langley Hertfordshire WD4 9DQ Ref. No: 25/1504/CLPD
- [Replacement of existing windows with galvanised steel windows](#)
The Old School Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HL Ref. No: 25/1492/FUL
- [Construction of single storey rear extension](#)
2 Myrtle Cottages The Green Sarratt Rickmansworth Hertfordshire WD3 6AT Ref. No: 25/1438/FUL

Dist Cllr Reed informed the meeting that the TRDC planning Committee meeting is due to discuss the Clovercourt Application (land to the rear of 73 Church Lane) at its forthcoming meeting *on 23rd October 19:30.*

25/798 PLANNING DECISIONS

Recent decisions:

- *None*

25/799 PLANNING APPEALS

Appeals:

- *None*

25/800 PLANNING ENFORCEMENTS

20/0077/COMP: Grove Lodge, Fir Tree Hill - Unauthorised fencing works in the Green Belt (David Heighton)

Fencing requires planning permission as over 1m in height adjacent to road. Owner made aware that the fencing at this height is unacceptable. Enforcement notice has been served in respect of the fencing and deposit of hard surfacing. An enforcement appeal has been lodged and is live (ground (a) appeal only). Appeal dismissed in respect of fencing and allowed in respect of the hardcore. Compliance with the fencing required by 11 July 2025. Officers have written to the owner regarding compliance and will be escalating to our legal department with a view of prosecution.

22/0031/COMP - Ravenswood Farm, Church Lane, Sarratt (Clara Loveland) - Residential use of agricultural buildings (Clara Loveland)

Following site visits we served a Planning Contravention Notice (PCN) which has been responded to. Contrary to previous comments, the building does benefit from planning permission for an agricultural building (17/1070/FUL).

Planning application 23/1078/RSP was refused on 4 grounds (Green Belt, character, substandard living accommodation and lack of affordable housing. This was dismissed at appeal. An enforcement Notice was then issued and an appeal lodged.

Following PINS decision to quash the notice, officers are reviewing the matter with the view of re-issuing the notice in the coming weeks.

22/0090/COMP - The Mulberry Bush (Scott)

Case Officer will contact you under separate cover. The Clerk was asked to chase this matter up.

22/0130/COMP – 1 Micklefield Green Cottages - Material change of use of land to equestrian purposes including erection of structures (David)

Planning permission permitted the change of use of land from equestrian and erection of stables. Works required by 28 June 2025 including removal of temporary structures and new planting. Officer to check compliance.

Latest cases:

23/0035/COMP – Sarum, Templepan Lane - Works not in accordance with 20/1468/FUL - Extent of hardstanding (Scott)

Owner advised planning permission required and suggested changes were required to make acceptable. Officers to consider expediency/action.

23/0102/COMP – Hunterswood Lodge, Penmans Green - Material Change of Use: Agricultural to residential (forming extended garden area) (Alannah Stringer)

Owner to be advised that planning permission is required. Application 24/0347/FUL permitted. Officers to monitor use of extended area (Not currently used for domestic purposes - To be closed).

23/0112/COMP – Land to the rear of The Woodyard, The Green - Works Not In Accordance With Approved Plans - Fenestration Detail (Scott)

Not expediate, minor changes. To be closed.

24/0029/COMP – Harrietts End, Quickmoor Lane, Sarratt - Breach of Condition 5 pursuant t 19/0209/FUL - tree protection (Alannah Stringer)

Tree protection measures in place. To close.

24/0057/COMP - Long Pightle Mobile Home Park - Additional caravans on site greater than approved (Scott Volker)

Site visit taken place, no evidence of new caravans but new track created. A further visit will take place.

24/0065/COMP - York House School, Sarratt Road - Breach of Condition 2 of 23/1779/LBC (Nick Withers)

Further remedial works to be requested to entrance brick wall. Discussions on-going.

24/0094/COMP – The Boot Public House, The Green - Erection of static caravan and tent (David Heighton)

Officers served Planning Contravention Notice and received response. Currently considering next steps alongside marquee.

24/0116/COMP – Crestyl Barn, Watercress Farm, Moor Lane (Nick Withers)

Works consented by Environment Agency, not development. Area of site currently in an untidy condition, owner to make improvements to clear/improve condition. Works underway.

24/0132/COMP – Bucks Hill House, Bucks Hill (Alannah Stringer)

Letter sent to owner to improve and secure property by 20 December. Works to be completed by end of April. Officer to organise visit in coming weeks.

24/0137/COMP – Coltspring Farmhouse, Sarratt Road - Material Change of Use of Building for Home boarding for dogs (Alannah Stringer)

Planning application submitted via 25/0162/RSP. Planning permission granted retrospectively subject to conditions requiring action within 6 months. Officers to visit in November.

25/0022/COMP: The Lodge, Redhall Lane - Unauthorised Operational Works; erection of buildings (Nick Withers)

Planning permission required and application submitted, 25/0579/RSP (currently invalid).

25/0053/COMP – Popes Croft, Chandlers Lane – Removal of trees (Scott Volker)

Site visit to take place. Planning app received - 25/1648/FUL (invalid)

25/0070/COMP: The Woodyard, The Green - Works not in accordance with planning permission

24/0046/FUL: Fenestration and material detailing not as approved. (Nick Withers)

Officers reviewing.

25/0103/COMP: 2 Flint Cottages, Solesbridge Lane, Use of Outbuilding as Dog grooming Salon (David Heighton)

Officers gathering evidence.

25/0139/COMP: Red Lion Cottage, The Green - Unauthorised works: Window replacement without listed building consent or planning permission

Officers reviewing submitted information.

HIGHWAYS - CLLR DIGGINS AND CLLR ZERNY

25/801 TO RECEIVE THE LEAD COUNCILLORS REPORT

As Cllr Diggins was absent, the report was given by Cllr Zerny.

25/802 TO RECEIVE A REPORT FROM CLLR ZERNY

Meeting with Herts County Councillor Louise Price

Cllrs Diggins and Zerny met with County Councillor Louise Price on

29th September. We discussed the following:

- Scheduled works for 2026/7 – most important of which will be resurfacing as opposed to just patching
North Hill; we asked Cllr Price to let us know when it will be scheduled. We also asked that Bucks Hill be included; it has been unexpectedly patched up, but not resurfaced.
- More broadly, we have asked that, in planning in-year and next year priorities, we are consulted. We believe, with some justification that we have much better sense of priorities than an algorithm-driven, planning cell in County Hall.
- We also raised with Cllr Price the broader, more holistic review of our highways, combined with a Traffic Regulation Order (TRO) to establish a parish-wide 30 mph limit, to benefit all road users. Disappointingly, Cllr Price appeared not to have read our strategy paper. She then cited resources and the possible changes to the strategic authority as a reason not to advance this work. Cllr Diggins pushed back, explaining that this paper was sent-out over a year ago and it will be a while before we have clarity over the new strategic authority; we

cannot sit around doing nothing until then. It was eventually agreed that we will re-send the paper to Cllr Price and arrange a meeting with the County Cabinet Member responsible for Highways.

- M25 nighttime closures/ HGVs using local roads: SPC has asked Herts Highways for appropriate signage with weight restrictions on the points of egress into the village, and to provide confirmation of their current signage assets
- Old School Lane Potholes. Correspondence was received from a parishioner regarding the state of Old School Lane where potholes had caused damage to her car and very nearly badly injured the parishioner herself. Soon after, Herts Highways repaired the road. Cllr Diggins explained the legal position to the parishioner, has promised to raise it with Cllr Price, and will write to Herts Highways, yet again deploring the state of our roads.
- Cllr Price commented that the damage criteria is being changed at Herts Highways department but the practice of working reactively to complaints will continue.
- It is not known how the Local Government Reorganisation will affect funding.
- Good news about M25. When it is closed, the managers of the M25 remove Solesbridge Lane from SatNav information, thus diverting traffic away from it.
- The speed limit on Sarratt Road was discussed and it was agreed that targeted reductions in speed limits on key dangerous sections of road is likely to get implemented more quickly than trying to get a blanket change implemented across the Parish.

ENVIRONMENT AND SUSTAINABILITY

25/803 REPORT ON POND WORK

CRICKETERS POND Works Completed

We now need to allow nature to take its course, So, the fencing will remain in place over the winter to help the coir mats settle, enable the reeds and lily pads to regrow, encourage the grass seed on the new bank to flourish, and allow the ducks to return to their restored duck house.

Total cost: £10,700.00

Grant received: £3,000.00

Revenue received: £3,650.00

SPC money set aside: 3,415.00 which will not be required in full

WOODLAND MANAGEMENT PLAN PHASE 2

To source free saplings for planting. To approach local volunteers with support from former Councillor FG.

Continue to seek grants.

POLICY AND RESOURCES – CLLR LOWRY

25/803 SEPTEMBER BANK RECONCILIATION AND PAYMENTS £9,423.84

Agree and sign reconciliation and statement of payments and receipts.

Proposed: JA

Seconded: LF

- There was no salary payment, as we encountered a difficulty with obtaining a second approver for the payment. Chairman Cllr Lee Farman will now become the second approver for payments.
- SPC paid the insurance premium for the year of £2,911.04, which now has to be apportioned to advice KGV of their contribution.
- SPC receipts included £2,825.00 as a first payment for the rental of the Green for filming.
- Also a transfer of £3,415.02 to ensure that the account balance did not go below £10,000 in credit.
- Sarratt Parish Council instant access account balance - £114,138.17
- Co Operative Current Account - £13,462.55

- 95 day investment account - £10,388.79

25/805 GRANTS

- Grant application forms have been distributed to prior applicants. Replies must be received by SPC by the 24th October.

25/806 CCLA APPLICATION FORM

- The new account with the CCLA Bank is now open, and SPC will make a small deposit this month to commence transactions for the future.

25/807 EXTERNAL AUDITORS REPORT

- The external auditors mentioned that Grants and recipients and amounts, should be noted in the Minutes.
- SPC will now have to validate the internal auditors as, due to CIL receipts, we have temporarily changed from a small council to a medium sized council.

25/808 BUDGET

- The 5 year forecast was presented. Increases in precept charged is in line with an anticipated 2.5% annual increase in inflation.
- SPC is preparing for the Chancellors changes to Council Tax banding, anticipated by pundits.

25/809 QUARTER 2 END

- Half of the yearly precept was received in October.
- Upon analysis of the figures, expenditure is on a satisfactory course.
- As such, 65% expenditure by the half year, is expected. The winter is generally less fund-dependent, except for unforeseen expenses such as winter storm damage.

25/810 TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR REED

The TRDC Local Plan is in its final stage, with Regulation 19 will be reached by the end of the year, the result of which will be communicated to all Councillors. The final site allocations will be made at the December meeting.

The beneficial result of the Local Plan Sub-committee deliberations is that it has been established that Sarratt contains no Grey Belt land. So direct over development is not such a threat; but urban sprawl may be.

The Church End Conservation area review is at #2 on the list of reviews. The Green is at #5.

The meeting thanked Dist. Cllr Reed for his attendance and information.

25/911 CORRESPONDENCE

None, that had not been dealt with under other Agenda headings.

25/812 COUNCILLORS QUESTIONS AND COMMENTS

None.

25/813 DATE OF THE NEXT MEETING NOVEMBER 11TH 2025

MEETING ENDED 21:10 pm