

SARRATT PARISH COUNCIL

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DRAFT MINUTES

of the Sarratt Parish Council Meeting held on Tuesday 13th January 2025
In the Rear Hall, Sarratt Village Hall.

Present: Chairman Lee Farman
Vice Chairman Cllr Angela Coakley
Cllr Michael Lowry, Policy and Resources
Cllr James Alder, Deputy Planning
Cllr Simon Diggins, Lead Highways
Cllr David Zerny, Deputy Highways
Cllr Philip Mitchell – Environment and Sustainability

In attendance: Mrs Lena Mortimer – Clerk to the Council
District Cllr Ciaran Reed

8 members of the public

26/864 **APOLOGIES AND ANNOUNCEMENTS**
Everyone was present.

26/865 **DECLARATIONS OF INTEREST AND DISPENSATIONS**
In accordance with the 'Declaration of Interest' details submitted by Councillors upon joining Sarratt Parish Council.
There were none

26/866 **PUBLIC QUESTION TIME**
8 members of the public attended the meeting in order to speak to the Planning Councillors

26/867 **MINUTES OF THE LAST FULL COUNCIL MEETING ON THE 11th November 2025.** To agree the Minutes of the last meeting were true and accurate.
Proposed: AC
Seconded: SD

26/868 **REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS ON BEHALF OF SPC**

- Cllr Lowry attended the Sarratt Village Hall committee meeting.
- The years accounts were signed off by Sarah Altman.
- The Hall Committee have received three tenders for the works to the frontage of the Village Hall. None of them is appropriate and one is exceptionally high. Work will be offered to other contractors for further quotations.
- The meeting thanked Cllr Lowry for attending the meeting on SPCs behalf.

26/869 **CLERK'S ACTIVITIES DEC/JAN 2026**

ACTIVITY	DETAILS	STATUS
Christmas Tree on Green	Many messages of support for the tree	Removed by Andrew Whitewood and Nick Mortimer
Traffic surveys in Sarratt	There are many; Sarratt Road, North Hill etc.,	Efforts continue to ensure that the results are analysed by Herts Highways, and that this should affect HHWs works in Sarratt
Misuse of Sarratt Waste Bins	Bins are being used for waste carpet and paint tins – complaints from residents	Signage design to be agreed and purchased

John Merritt	Unwanted and unremovable panels interrupting the screen	Asked JM to remove these from laptop after updating
Trees at Springfield	Asked for Tree Monkey to attend and assess work	Permission received – work 26 th January – residents informed
Cricketers Pond	Orange fencing	This is to remain while the weather is so wet and slippery
Complaint of rubbish in hedge in Church Lane	Opposite Greystokes	removed
Dawes Woods	Signage and misuse of footpath	Herts Highways approached for official signage
Bucks Hill	Mr Terry	Continuing dangerous issues with potholes and flooding
Filming	Herts Film Hub Filming Policy	Ongoing negotiation for increased participation On hold, until discussions with Film Hub completed
20 is Plenty	At the junction of the slip road on the Green and Dawes Lane – for the road leading to the Wheatsheaf Cottages	To agree signage and placement The Clerk will purchase signage for immediate use, whilst Highways Cllrs pursue matters with HCC Highways
KGV – SPC trustees	Which SPC Councillors will attend meetings	Dates received from Paul Govier and arrangements made for attendance
POLICIES REVIEWED	Memorials, Benches and Trees Flag Flying Death of a significant Figure Metal Detecting Signs and Posters	Checked for updated legislation and read through for completeness.
Dates	Forthcoming meetings	Awaiting confirmation of dates for Joint Parish Meeting and Qtrly TRDC meeting

26/870 **POLICIES FOR UPDATES**
Memorial Benches and Trees (Apr '24)
Flag Flying (June '24)
Death of a Significant Figure (Mar 24)
Metal Detecting (June '24)
Signs and Posters (Apr '24)

These policies were reviewed for legality and relevance.
The Filming on Parish Land (Apr'24) will be reviewed in the light of forthcoming contacts with the Hertfordshire Film Hub.

26/871 **UPDATED COMMUNICATIONS PLAN**

PLANNING – CLLR FARM AND CLLR ALDER

26/872 **TO RECEIVE THE LEAD COUNCILLORS REPORT**
Cllr Farman spoke the members of the public who attended the meeting to hear deliberations about the following:

26/873 **PLANNING APPLICATIONS:**

- [Outline application: Demolition of existing structures and erection of up to 44 new homes with associated access, parking, open space, landscaping and ancillary works \(Appearance, Layout, Landscaping and Scale as reserved matters\)](#)

Land At Dawes Lane Sarratt Rickmansworth Hertfordshire WD3 6BA Ref. No: 25/2215/OUT

The outline application from Burlington Properties, is broadbrush and non-specific, and represents the basic proposal.

This has been constructed to comply with the Neighbourhood Plan and contribute to TRDC targets for self-build homes.

The accessway is offset, so that it does not create a crossroads with Downer Drive in deference to Herts Highways.

The housing split proposes 50% 'affordable' homes. The remaining 50% to be split 70-30 housing association, and self-build.

The hedge appears to be kept, and the traffic on the site is directed to the rear. A pedestrian path added behind the hedge.

Parish representatives expressed their strong objections to the application; this on feasibility; traffic; environmental and appropriateness grounds. SPC Councillors thanked the public for their support and historic information and village context.

SPC STRONGLY OBJECT to overdevelopment in a small village, with transport and utility already challenged. The ancient hedge is in danger and should be retained.

Leal advice will be sought when necessary, and parishioners are encouraged to look at the historic context and environmental concerns, through the Historic Society and Wildlife Volunteers. Deadline for objections 29th January.

Dist. Cllr Diaran Reed with approach MP Gagan Mohindra

- [Prior approval: Enlargement of the dwellinghouse by the construction of one additional storey \(2.10m height\) and raising of roof ridge to result in an overall height of 8.6m \(Class AA\)](#)

Popes Croft Chandlers Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4NE Ref. No: 25/2206/PDT

Overdevelopment in the green belt – loss of bungalow.

SPC Noted. Suitable environmental considerations must be examined.

- [Demolition of no. 93a Church Lane, commercial units and private livery yard and erection of 16no. dwellings with associated access, parking and landscaping works](#)

Green End Farm Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HH Ref. No: 25/2154/FUL

SPC strong objection.

- [Demolition of existing conservatory and construction of single storey rear extension; alterations to side fenestration, rooflights](#)

Sunchat Penmans Hill Chipperfield Kings Langley Hertfordshire WD4 9DJ Ref. No: 25/2201/FUL

SPC: No Objection

26/874 RECENT DECISIONS:

- [Certificate of Lawfulness Existing Use: Use of The Old Barn \(Building A\) and The Red Barn \(Building C\) for storage and distribution purposes \(Use Class B8\) with the Annexe \(Building B\) used for ancillary purposes.](#)

Great Sarratt Hall Farm The Green Sarratt Ref. No: 25/1647/CLED

SPC: No Objection

- TRDC: Approved

- [Certificate of Lawfulness Proposed Development: Demolition of existing conservatory and construction of single storey side and two storey rear extensions, erection of an outbuilding](#)

Willow Cottage Penmans Green Sarratt Ref. No: 25/1938/CLPD

- SPC: We support the investment in this building and the removal of a conservatory with a more sustainable and energy efficient structure. However with the addition of a new additional, separate building in this application we believe this constitutes overdevelopment of the site so we object on that basis.
- TRDC: Approved

- [Construction of single storey rear extension; loft extension including increase in ridge height with front/rear dormers and front rooflights; relocation of entrance door, alterations to fenestration and internal alterations.](#)

Tarn Dunny Lane Belsize Ref. No: 25/1888/FUL

- SPC: No objection
- TRDC: Approved
- [Construction of single storey rear extension, first floor side extension, alterations to front roof form and gables to rear dormers; relocation of entrance, internal alterations and alterations to fenestration, side rooflights and solar panels; external materials including render and metal cladding, erection of detached garage; removal and replacement of 1no. existing access with boundary fencing and associated landscaping works; repositioning of tennis court](#)

Ferndale Church Lane Sarratt Ref. No: 25/1863/FUL

- SPC: Objection: Overdevelopment in the Green Belt
- TRDC: Withdrawn

- [Construction of single-storey side extension to existing outbuilding](#)

Corner Lodge Sarratt Road Ref. No: 25/1806/FUL

- SPC: No objection
- TRDC: Approved

- [Erection of outbuilding \(yurt\) to frontage for use as a counselling clinic.](#)

Great Wheelers Farm The Green Sarratt Ref. No: 25/1799/FUL

- SPC: We support this local business opportunity and application on the basis that requirements are included in any approval that ensure the structure is fully screened from view from the Green, there is no excessive noise impact on neighbours, that all parking relating to its use is contained onsite, and that it is not allowed to be a permanent structure.
- TRDC: Withdrawn

- [Construction of a two-storey detached dwelling and detached carport with associated access, parking and hard and soft landscaping works](#)

Land Adjacent To Ashwood Bucks Hill Ref. No: 25/1718/FUL

- SPC: Objection: Inappropriate development in the Green Belt
- TRDC: Refused

- [Installation of 19no. solar panels to roof of building](#)

Great Moonshine (Garage) Bragmans Lane Sarratt Ref. No: 25/1689/FUL

- SPC: No objection
- TRDC: Approved

- [Demolition of existing outbuilding, construction of part single-storey, part two-storey front and rear extensions, front dormer window, rear rooflights, relocation of front entrance door, alterations to fenestration, alterations to external materials, and associated internal alterations.](#)

Popes Croft Chandlers Lane Chandlers Cross Ref. No: 25/1648/FUL

- SPC: Objection: Overdevelopment in the Green Belt
- TRDC: Refused

- [Construction of 9no. residential dwellings \(Use Class C3\), with associated rerouting of public footpath, access, parking and landscaping works](#)

Land Adjoining Sarratt Lane Loudwater Ref. No: 25/1294/FUL

- SPC: We object to this application on the basis of the following:
 - 1) It is a development on edge of settlement greenbelt land, without any justifiable very special circumstances:
 - 2) It is not a sustainable location due to the narrow single track access, existing traffic issues in the area, before any additional traffic volume this application would add, and the lack of viable sustainable transport options to this site:
 - 3) Loss of local green space, a well used public right of way, biodiversity and proximity to sensitive ancient woodland:
- We recognise that the immediate local area is made up of large dwellings and the proposed 5 bed dwellings fit this context, however there is not an identified local need for this size of housing.
- If the officers are minded to approve, we request this application is called into the planning committee.
- TRDC: REFUSED
- [Change of use to a residential caravan site, for occupation by Gypsies/Travellers, comprising the siting of 2 static caravans with associated access and hardstanding.](#)

Land Adjoining Westwood End Bucks Hill Ref. No: 25/0597/FUL

- SPC: We strongly object to this application. If officers are minded to approve, we ask that this application is called in to the planning committee. We object on the basis that is:
 - a) new development without any special circumstances on undeveloped Green Belt land.
 - b) This site is not a sustainable location for travellers pitches due to its limited access, location and no public transport service.
 - c) This proposal would impact biodiversity on this site as well as impact the local setting which is in proximity to listed buildings.
 - d) There is a lack of site access information in this application which raises significant concerns that resulting access needs would lead to further development and damage to this green field site.
- TRDC: REFUSED

26/875 PLANNING APPEALS
NONE

HIGHWAYS – CLLR DIGGINS AND CLLR ZERNY

25/848 TO RECEIVE THE LEAD COUNCILLORS REPORT

25/849 PARKING AT THE VILLAGE POST OFFICE STORES

- Cllr Diggins has had a useful correspondence with a Parishioner about the subject of the works at Sarratt School, and the knock-on effect on The Green and parking difficulties.
- It would be useful to ascertain a length of time estimated for the works and for this information to be circulated to the Village.

Action: Clerk

25/850 TO RECEIVE A REPORT FROM CLLR ZERNY

- SPC agree that the 20 mph speed limit should be signposted, prior to official permission from Herts Highways being given, as a traffic order must be applied for. Cllrs Diggins and Zerny will write formally to Herts Highways, and begin the process. The process can take up to 18 months to complete.
- Cllrs Diggins and Zerny have appealed to County Cllr Louise Price to extend the road repair budget for works in Sarratt. Although they were not hopeful, North Hill was patched in places, as a result of their pressure.
- It has been noted that the placement of signing of road works, and their completion, has become confusing, with signs up implying closure close to the roads when the roads are usable and the closure is miles further down the road. Cllrs will enquire as to why this is happening, as it causes needless traffic issues.

25/851 SPEED SIGNS AND NEW DATA

- Excellent details of speeding drivers in the Village have been obtained by recalibrating the digital speed display cameras on The Green (in and out of the Village) and at Bucks Hill. The data has been collected and sent to Herts Police to enhance their deployment of speed monitoring vans, to best effect.
- There are significant issues with 15% of the traffic travelling at excessive speeds. The peaks of speeds are up to 92 mph through The Green, and the display of a sad face on the screen has a slight effect, at best. However, the majority (85%) of drivers pass through the Village at less than 36 mph, although even 6mph above the speed limit can make significant increase to risks for other road users.
- The Bucks Hill camera gave volumes of 3,000+ cars per day, with clear increase at commuting time.
- SPC will continue to collect the speed data and it will be passed on the County Cllr Louise Price.
- It is hoped the use of Speed Vans could act a preventative to the excessive speeding.

ENVIRONMENT AND SUSTAINABILITY – CLLR MITCHELL

25/852 REPORT FROM LEAD COUNCILLOR
25/853 POLICY DOCUMENTS UP FOR REVIEW

Cllr Mitchell has undertaken the review of the Environment (2024) and Sarratt Green (2024) Policies.

- Cllr Phil Mitchell has had meeting with former Cllr Flo Garvey and with Jo Deacon, to assess the 10 Year Woodland Plan and Land Management Plan.
- SPC is seeking woodland assessors to ensure the safety of trees.
- Aiming to turn multi-year projects into monthly jobs, so that work is carried out regularly.
- Reviewing revenue opportunities for the Parish. This will be approached from various angles such as the sales of cut wood and an increasing involvement with the Hertfordshire Film Hub,
- with representations by Jo Deacon on SPC's behalf.

POLICY AND RESOURCES – CLLR LOWRY

25/854 NOVEMBER BANK RECONCILIATION AND PAYMENTS £46,526.95
Agree and sign reconciliation and statement of payments and receipts.
Proposed: SD
Seconded: MZ

Total Payments		£ 5,566.91
Total salaries		£ 1,012.16
Receipts from filming	£ 1,175.00	
Lady Stabb memorial	£ 237.00	
Co-Operative Bank Current	£ 41,359.88	
Instant Saver	£114,910.81	
95 Day Saver	£ 10,502.47	
Reserve of 50% of precept	£ 54,168.50	

25/855 SPC GRANTS
SPC Grants were agreed in principle and final numbers will be checked and communicated in due course.

5/856 BUDGET

Sarratt Parish Council FY26_27
Precept

The Council has agreed to increase its precept for the next financial year 26/27 by 2.5% owing to the expected increase in its services for the next year.

This is in recognition of increased costs from its own suppliers, keeping aligned to expected inflationary pressures and keeping the Council in a sound financial position.

This will result in an increase in Band D Council Charge of £2.53, using the revised total Band D equivalent properties for 25/26 until final numbers provided by TRDC.

The increase in this year's precept is to ensure alignment with the Parish Council's five-year strategic plans and woodland management expenditure.

TRDC Published Precept	24/25	25/26	26/27	Change	% Change
	£	£		£	
Gross Expenditure	120,187	120,305	125,237	4,932	4.10%
Contribution to/(from) Balances	-	-	-	-	0.00%
Total Gross Expenditure	120,187	120,305	125,237	4,932	4.10%
Income	(11,850)	(9,260)	(11,416)	(2,156)	23.28%
Precept	108,337	111,045	113,821	2,776	2.50%
Council Tax Base	1,106.10	1,098.60	1,098.60	-	0.00%
Band D Council Tax Charge	£97.95	£101.08	£103.61	£2.53	2.50%

25/857

CCLA ACCOUNT

£5,000 has now been transferred, successfully, to the CCLA Public Sector Investment Fund, with thanks to Cllr Alder for facilitating this by becoming a signatory.

25/858

TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR REED

No Councillors attending the Parish Meeting this month as they were attending a full council meeting at TRDC.

25/860

CORRESPONDENCE

There was no correspondence that had not already been dealt with.

25/861

OFFICE AND CLERK REVIEW

The Clerk attended a meeting with Cllr Lowry and Chairman Cllr Farman last week. This was helpful and constructive on both sides.

Christmas office opening times were decided:

The Parish office is closed between 22nd December and 2nd January 2026.

25/862

COUNCILLORS' QUESTIONS AND COMMENTS

There were none

25/863

DATE OF THE NEXT MEETING JANUARY 13TH 2026

Meeting finished at 22:10 pm