



Minutes of the Sarratt Parish Council meeting held on Tuesday 14th January 2020 in The Village Hall, The Green, Sarratt

Present: Councillor Turner
Councillor Thorpe
Councillor C Bloom
Councillor J Gell
Councillor D Rees
Councillor J Rugg
Councillor A Soothill
Councillor S Diggins

In attendance: Mrs C Owen, Clerk to the Council

District Councillor Butler
4 members of the public

Start time 7.30pm

1/20 APOLOGIES AND ANNOUNCEMENTS.

Apologies were received, recorded and accepted from Councillor Dobson.

2/20 DECLARATIONS OF INTEREST

None made.

3/20 MINUTES

It was proposed by Councillor Thorpe and seconded by Councillor Rugg and **RESOLVED** that the minutes of the meeting held on Tuesday 10th December 2019 be signed as a true record.

4/20 REPORTS FROM REPRESENTATIVES

Councillor Gell reported on a residents meeting attended. It was suggested that a defibrillator be installed outside Prime Steak and Grill in Chandlers Cross. Councillor Gell to investigate this regarding grants etc.

Councillor Rees reported on a meeting held with himself and Councillor Soothill and Mr Norris at the SPC office (Clerk present) in December. The gate has now been installed and will be kept in a closed unlocked position until such time SPC feel the agreement has been contravened and would therefore lock it in the closed position. Councillor Rees questioned council how SPC will monitor the use of the gate. Suggestions of a notice on the gate to be placed stating it is for agricultural use only and to be kept shut. Clerk will arrange this and will email Mr Norris to inform him that he needs to monitor its use.

Councillor attended the Annual Meeting for the Village Hall. Clerk will circulate the minutes on request.

District Councillor Butler attended a meeting with Councillor Dobson and Clerk at the SPC office with David Hill, CEO TRDC. He is only interim CEO and the new CEO will be taking over from February. The meeting was very useful and helpful and the TRDC local plan will now realistically be drafted in July.

Ollie Gilmore – Not an agenda item

Ollie was pleased to report to SPC that he has received 5 emails regarding bat and bird boxes. Ollie is keen to start considering making benches and requested SPC to discuss location and costings. It was decided Councillor Bloom will liaise and take lead on this proposed project and report back to Council.

5/20 TO RECEIVE AND NOTE CLERKS REPORT

Clerk reported that the Classic car event held on Boxing Day went well and was uneventful. A protocol must however be investigated and put in place prior to this year's event regarding bad weather and traffic cone placement.

SPC have received confirmation of a P3 grant of £1000 to go towards new gates along the footpaths. Councillor Bloom, A Whitewood and Clerk met with Julian Thornton from HCC to look at areas to consider and discuss our footpath maintenance.

John Adams and Andrew Whitewood have kindly paid for and planted the two new willow saplings on the top pond. Andrew Whitewoods is in remembrance for his late Mother and John Adams' is in remembrance of his late Father.

Financially SPC are within budget with 78% spent of the allocated funds. Clerk has concerns regarding the weather and being able to forecast a spending prediction for the environment budget.

6/20 LEAD COUNCILLORS REPORT – ENVIRONMENT

See report attached.

It was decided that following the Tree survey report all phase 1 trees that need immediate attention as they are a risk to the public, should be dealt with as advised. Councillor Bloom and Councillor Rugg will provide our Tree contractor with details and request a quote.

Contact will be made to TRDC to establish if a preferred list of tree contractors should be used when the remaining works required is put out to tender.

It was decided that only the trees that need attention within 3 months should be quoted for now.

7/20 TREES

As reported above.

8/20 GREENS/FOOTPATH

Council updated on meeting with Julian Thornton regarding installation proposals for kissing gates using our p3 funding.

Gordon Harold (retired SPC councillor) updated the council with the successful measures for the safety of the Wildflower Protection zone at the north end of The Green using 40 cones around the roads and taped off areas with poles across the grass. The Cones were supplied on a short-term loan basis free of charge as arranged with Paul Masters, a Director of Herts Traffic Management Systems, who's operatives both delivered and set out all the cones along the road edges and collected them two days later.

It was agreed that a letter of thanks and appreciation should be sent by Parish Council to Paul Masters at HTMS.

It was further agreed that SPC would obtain a quotation for 40 yellow traffic cones to the same standard and design as the sample demonstrated to the meeting. Cllr Rugg and the Clerk will initiate this and report back with costs.

9/20 APPROVAL OF CHEQUES

It was proposed by Councillor Soothill, seconded by Councillor Rugg and **RESOLVED** that the cheques to the value of £5574.29 be approved.

10/20 LEAD COUNCILLORS REPORT – HIGHWAYS

Councillor Gell did not provide a written report this month. It was reported verbally that the condition of Church Lane is still very poor, and Alexandra Road has now been completed. Councillor Gell has not contacted our County Councillor and therefore it was decided that clerk would instigate communications and report back to Council.

11/20 TO COMMENT ON PLANNING APPLICATIONS

See attached planning documents and associated comments.

12/20 TO NOTE PLANNING DECISIONS

See attached planning decisions. Decisions noted.

13/20 LEAD COUNCILLORS PRESENTATION – PLANNING

Councillor Soothill presented Council a power point presentation to enable SPC to start considering the implications and possible outcomes ahead of the TRDC new local draft plan. No decisions were to be made this was purely for discussion purposes only. See attached documentation and report.

14/20 PUBLIC QUESTION TIME

There were no questions.

15/20 COUNCILLORS QUESTIONS AND COMMENTS

It was agreed that a new kissing gate that is due to be installed will be in remembrance of the late John Goodman. A plaque will also be placed. Clerk will liaise with A Whitewood to arrange this.

Councillor Soothill proposed a Section 1 sub section (2) to be added to this meeting. This was agreed.

16/20 DATE OF NEXT MEETING

It was agreed the next meeting would be held on Tuesday 11th February 2020 at 7.30pm.

Meeting ended at 9.30pm.

To pass resolution that the Press and Public may be excluded due to the confidential nature of the business under Section 1 Sub Section (2) of the Public Bodies (Admission to Meeting) Act 1960 from any items on the Agenda which are deemed to relate to exempt information

Clerk informed Council that a historical Insurance claim has come to attention and seems is still pending.

Points raised by Clerk:

- 1) Ascertain ownership of tree.
- 2) What was the actual incident giving rise to these claims
- 3) Was the claim resolved

Discussions were had and it was decided that Clerk should investigate with insurance company and proceed with claim if still pending. Clerk will update Council accordingly.

Meeting finished at 9.39pm.

Sarratt Parish Council

Woodland Risk Assessment Report Dec 2019 – results:

141 trees assessed and identified as a potential risk on five sites.

1 tree assessed as an extreme risk and a recommendation to fell and remove within 1 week.

64 trees assessed as a moderate risk requiring attention within 3 months.

13 are identified as a potential risk to public on footpaths or roads.

75 trees assessed as having a slight risk and ideally requiring attention within 12 months.

1 tree having a minimal risk (cat 2) and ideally requiring attention within 12 months.

Proposal.

Seek Council approval to sanction the following work:

Immediately fell the Oak tree in Penmans Green identified as an extreme risk.

Treat as urgent all work on the 13 trees with overhanging limbs or dead branches identified as a potential risk to public & property.

Sarratt Woodlands Management

10 Jan 2020

Source: Patrick Stileman Ltd - Tree Risk Assessment Report 19 Dec 2019

Annual Work Schedules for year 2020/21

Phase 1 is priority work to urgently remove identified [potential risks to public & property](#)

Penmans Green Phase 1 work for Q1 2020

Priority	Tree 94	Dead oak. Remove (potential extreme risk)
Tree No	Species	Work recommended within 3 months
93	Pedunculate oak	Remove fractured branch over path and broken, hung-up section
100	Pedunculate oak	Remove large dead wood over path
101	Pedunculate oak	Remove large dead wood over path
102	Pedunculate oak	Remove large dead wood over path and remove one dead branch over path in slender ash tree adjacent at 10 metres above ground level
108	Pedunculate oak	Remove large dead wood over path to include slender oak adjacent (retain large tear-out stub at 3 metres on eastern stem).
109	Cherry	Remove one large dead branch over path . Sever fractured branch on north side
110	Pedunculate oak	Remove two low large dead branches over path
112	Pedunculate oak	Remove one large dead branch over path at 8 metres

Commonwood Common Phase 1 work for Q1 2020

26	Pedunculate oak	Remove one large dead branch on roadside
29	Cherry	Remove one large dead branch on roadside

Sarratt Green Phase 1 work for Q1 2020

664	Pedunculate oak	Remove dead branch over road
665	Weeping willow	Remove as close to School

Dawes Common Phase 1 work for Q1 2020

670	Pedunculate oak	Remove dead wood in falling range of bench
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Phase 2 Q1 and Q2 2020

Urgent work required within 3 months to remove identified potential moderate risks.

Phase 3 in Q3 and Q4 plus Q1 2021.

Work required to resolve remaining identified potential slight risks.

Date		Payee Name	Reference	£ Cheque Amnt	Transaction details
10/01/2020		Jrb Treework	101236	1560.00	Tree works
10/01/2020		HAPTC	101230	140	Course for new clerk
10/01/2020		Sarratt Village Hall	101231	96.16	Room hire
10/01/2020		Tbs hygiene	101232	180.96	Dog waste collections
10/01/2020		Rialtus	101233	142.80	Accountancy
10/01/2020		Auditing solutions	101234	360.00	Audit
10/01/2020		Viking	101235	101.94	Stationery
10/01/2020		D turner	101237	349.99	Laptop
10/01/2020		B Whitewood	101238	957.60	Groundwork
10/01/2020		C Owen	101239	1309.96	Salary
10/01/2020		W Kent	101240	66.40	Salary
10/01/2020		BT	DD	308.48	Quarterly bill
Total				5574.29	

New Applications Received Between 01/01/2020 and 31/01/2020

Item No :

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
New Application				
19/2295/FUL	14/01/2020	David Heighton	N/A	Far View Bucks Hill Sarratt WD4 9AP

Proposal : Demolition of the existing timber barn and reconstruction of replacement building**Observations :** No Objection

Applications Received :- 1

Lead Councillors Report – Planning – please see separate PDF attachment