



Minutes of the Sarratt Parish Council meeting held on Tuesday 10<sup>th</sup> September  
2019 in The Village Hall, The Green, Sarratt

Present: Councillor S Dobson  
Councillor D Turner  
Councillor C Bloom  
Councillor J Gell  
Councillor D Rees  
Councillor J Rugg  
Councillor A Soothill  
Councillor S Diggins after signing Declaration of Office

In attendance Mrs J Dawes, Clerk to the Council  
Mrs C Owen, Clerk to the Council  
District Councillor Butler  
7 members of the public

**119/19 APOLOGIES AND ANNOUNCEMENTS**

Apologies were received, recorded and accepted from Councillor Thorpe.  
Apologies were also received from District Councillor Wall.

**120/19 DECLARATIONS OF INTEREST**

Councillor Soothill declared a non pecuniary interest in item 121/19 as Director of the village shop as one of the candidates was under contract of employment at present for services. It was felt by Council that there was no conflict of interest in this case.

**121/19 CO- OPTION OF COUNCILLOR**

Following the resignation of Councillor Mortimer a vacancy existed on the Council. Two applications had been received and following a presentation from each candidate the Council agreed that the position should be offered to Simon Diggins. Mr Diggins signed his Declaration Of Office and took his place at the table. Mr Altman was thanked for his interest and the Parish Council would be keen to welcome him in the future if a vacancy became available.

**122/19 MINUTES**

It was proposed by Councillor Turner and Councillor Soothill and **RESOLVED** that the minutes of the meeting held on 16<sup>th</sup> July 2019 be signed as a true record.

It was proposed by Councillor Gell and Councillor Turner and **RESOLVED** that the minutes of the meeting held on 20<sup>th</sup> August 2019 be signed as a true record.

**123/19 MATTERS ARISING AND ACTION PLAN**

The Clerk updated members on the Action Plan. It was requested that item 2 The Mulberry Bush remain as an open case with a completion date in November. Items 8 and 9 the Fingerposts was set a new target date of 31<sup>st</sup> October.

Action

<b>124/19</b>	<b>REPORTS FROM REPRESENTATIVES</b>	<p>Councillor Rees had attended a meeting of the KGV. Concerns regarding their financial position were raised and Councillor urged the Parish Council to consider its level of support in the next Grant Year.</p> <p>Discussed the proposal made to Three Rivers District Council in lifting the ban of selling alcohol in the Pavilion. The Council had no objection to this, however KGV should be reminded that if planning permission was granted a licensing application would also need to be submitted.</p>	
<b>125/19</b>	<b>CLERKS REPORT</b>	<p>The Clerks report is attached to these minutes.</p>	
<b>126/19</b>	<b>PLANNING LEAD COUNCILLORS REPORT</b>	<p>Councillor Rees reported that TRDC had commissioned an expert review into the Housing Needs Survey to determine whether the proposals put forward for the RBL site met the criteria for a rural exception site. The expert found that they did not and it was expected that the planning application would therefore be refused.</p> <p>A letter had been sent to the owner of the Mulberry Bush as decided at the previous meeting and a meeting would be taking place on Wednesday 11<sup>th</sup> September.</p>	
<b>127/19</b>	<b>PLANNING APPLICATIONS</b>	<p>It was resolved that the following observations be made on the planning applications as shown on the attached sheet.</p>	
<b>128/19</b>	<b>PLANNING DECISIONS</b>	<p>The decisions on the attached sheet were noted.</p>	
<b>129/19</b>	<b>PLANNING ENFORCEMENTS</b>	<p>The list of planning enforcement actions was noted.</p>	
<b>130/19</b>	<b>PLANNING APPEALS</b>	<p>The planning appeal for Long Roofs had been dismissed by Planning inspectorate.</p>	
<b>131/19</b>	<b>NEIGHBOURHOOD PLAN PROGRESS REPORT</b>	<p>The next meeting of the group would take place in September. A grant of £9000 had been received and the opportunity was taken to apply for 3 extra technical support packages. All 3 had been granted and all funding must be spent by 31st March 2020.</p>	
<b>132/19</b>	<b>POLICY &amp; RESOURCES LEAD COUNCILLORS REPORT</b>	<p>There was no report.</p>	
<b>133/19</b>	<b>ASSET REGISTER</b>	<p>The Clerk is awaiting a new proposal from an IT company to upgrade the current system in place.</p> <p>Meanwhile the current register is to be amended and updated accordingly to include removal of KGV subsidiary items.</p> <p>New Clerk will prepare maintenance schedule in preparation for impending budget discussion.</p>	CLERK
<b>134/19</b>	<b>REVIEW OF THE FREEDOM OF INFORMATION POLICY</b>	<p>Councillor Soothill noted the Co- Option policy was not on the website.</p> <p>Clerk confirmed that not all policies are obliged to be entered on the website however will check and add if needed.</p>	CLERK

135/19	<b>APPROVAL OF CHEQUES</b>	It was proposed by Councillor Bloom, seconded by Councillor Turner and RESOLVED that the cheques to the value of £2159.32 as attached to these minutes be approved.	
136/19	<b>LEAD MEMBERS REPORT</b>	Councillor Rugg had produced a report which had been circulated. A copy is attached to these minutes.	
137/19	<b>TREES</b>	Councillor Bloom reported that she has provided Clerk with two estimates for the Tree Survey and these estimates are attached to the agenda to peruse and discuss. It was decided that Councillor Bloom will go back to Company A and negotiate a total fee for £4000. Councillor Bloom will report back.	CB
138/19	<b>FOOTPATHS</b>	A request had been put in to place a kissing gate on Dunny Lane/Ollie Berry Lane. It was suggested that the gate SPC have in storage should be used. Clerk to contact landowner.	CLERK
		It was also suggested that the red telephone boxes require painting. Clerk to chase up and arrange with BT.	CLERK
139/19	<b>HIGHWAYS LEAD COUNCILLORS REPORT</b>	Councillor Gell reported that he will get expenses and report ready for October meeting in regards to Finger Posts. Arrangements will be made with Andrew to look at the posts and come back with a proposal detailing which ones need replacing and what they are to be replaced with.	JG
		Councillor Gell has been unable to get hold of County Councillor in regards to moving the VA in Bucks Hill.	
		Church Lane, Old House Lane and Alexandra Road will be surfaced at some point but no date has been issued as yet.	
140/19	<b>CORRESPONDENCE</b>	There was none.	
141/19	<b>PUBLIC QUESTION TIME</b>	Reports that footpaths are overgrown by the Cart and Horses Public House. Councillor Bloom will talk to homeowners. Reports of roads with over hanging trees were Quickmoor Lane and Red Hall Lane.	
142/19	<b>COUNCILLORS QUESTIONS AND COMMENTS</b>	Welcome to Councillor Diggins. Councillor Soothill reported that the outline planning application for the M25 services would be discussed at TRDC planning on Thursday 12 <sup>th</sup> September. No decisions were to be made at this meeting. Reported there is a new CEO at TRDC. It was decided that the Chair will invite him to a SPC meeting and try to re-establish the relationship between District and Parish. Contact details will be given to SPC from District Councillor Butler. Grant applications are able to be accessed on the SPC website and Chair will include details in Spotlight next edition. Grants to be discussed at next meeting. There has been no response or interest shown in the Young Councillor offer. It was reported that Councillor Turner and Chair will not be attending the next meeting. Council to decide who will Chair.	

Councillor Turner leaves the room and on return presents Clerk with Flowers and Gift. Various photos taken.

**143/19      DATE OF NEXT MEETING**

The date of the next meeting will be Tuesday 8<sup>th</sup> October 2019, to be held in the back room, the Village Hall, The Green, Sarratt.

The meeting closed at 21.41

## **Clerks Report September 2019.**

A short month this month due to the change in meeting date. The time recently has been spent getting the office tidied and everything up to date in preparation to handing over to Caroline at the end of the month.

Allotment invoices have been sent out and inspections carried out. There are currently 2 known vacant plots with a potential 2 more coming back in the near future. The plots are all in one block and the opportunity to split them into half plots should be taken so that there is the chance to let out smaller plots to the public.

The VA data has been taken from the sign at the Wheatsheaf end, however I am currently having trouble linking to the office end sign and will try another device to see if it clears the problem. Failing that I will get the engineers out to service it.

The Freshers Fair will be held on Saturday 2<sup>nd</sup> November would the Council like to have a table again?

This is my last meeting, I'd like to thank you for the last 12 years you are a council that any Clerk would be proud of and I'm certain that you will be safe in Caroline's hands.

Over and out !

Jan

## New Applications Received Between 01/09/2019 and 11/09/2019

Item No : 127/19

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
<b>New Application</b>				
<b>19/1399/FUL</b>	04/09/2019	Freya Clewley	Mr J S	Red Hall Red Hall Lane Chandlers Cross WD3 4LS

**Proposal :** Internal alterations, repairs and redecoration including new bathroom fixtures, new kitchen, rewiring and replumbing of heating system (electrics and plumbing to follow existing routes); removal of concrete render and replacement with traditional material (lime); repairs to rotting posts and timbers; repairs to gutter and pointing/repointing w/lime mortar

**Observations :** The Parish Council had no objection to this application.

<b>19/1400/LBC</b>	04/09/2019	Ms Freya Clewley	Mr J S	Red Hall Redhall Lane Chandlers Cross WD3 4LS
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**Proposal :** Listed Building Consent: Internal alterations, repairs and redecoration including new bathroom fixtures, new kitchen, rewiring and replumbing of heating system (electrics and plumbing to follow existing routes); removal of concrete render and replacement with traditional material (lime); repairs to rotting posts and timbers; repairs to gutter and pointing/repointing w/lime mortar

**Observations :** The Parish Council noted this application

<b>19/1519/LBC</b>	04/09/2019	Tom Norris	Mrs C N	Great Sarratt Hall The Green Sarratt WD3 40D
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**Proposal :** Listed Building Consent: Installation of lightweight internal accessible person lift, limited associated works |

**Observations :** The Parish Council noted this application

<b>19/1626/FUL</b>	04/09/2019	Tom Norris	MR M D	Callipers Hall Farm Quickmoor Lane WD4 9BP
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**Proposal :** Change of use of former stables and farm office into a self-contained dwelling including associated parking and landscaping.

**Observations :** The Parish Council strongly objected to this application on the grounds that it is a new dwelling in The Green Belt with no special circumstances demonstrated. If officers are minded to approve this application the Parish Council requests that it is Called Into Committee.

**Applications Received :- 4**

**NOTIFICATIONS OF PLANNING DECISIONS FROM Three Rivers District Council**

**Minute Ref**

**Thu 5 September 2019**

**District Ref**

' C ' Contrary to District 'CD' Contrary Delegated  
' D ' Delegated  
' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

**E 19/1124/FUL**

**Approved**

**5 Deadmans Ash Lane**

Co op Current

List of Payments made between 01/08/2019 and 30/08/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2019	TBS Hygiene	101169	180.96		Dog waste
01/08/2019	SARRATT VILLAGE HALL	101171	270.46		Room hire
01/08/2019	J Dawes	101172	1,707.90		August wages
		<b>Total Payments</b>	2,159.32		



**Sarratt Parish Council**  
**Sept 2019 Environment report**

It was agreed in Aug 2019 that the Councillors responsible for the “Environment landscape assets and management” would also investigate and propose how SPC can identify and provide support for the community of Sarratt on a range of Green Issues to initially include:

1. Improving recycling and reducing waste (including SPC office).
2. Obtain information and guidance on energy conservation plus climate change options.
3. Identify and initiate sustainable transport options and requirements.
4. Fly tipping (prevention and reporting).
5. Community safety including rural, household and garden crime prevention.
6. Communication issues (broadband speeds and mobile phone reception).

Preliminary investigation reveals that TRDC started in May 2019 to address “climate change” and propose to work with partners in the public and private sector to produce details of a strategy and action plan. See appendix 1 for details.

*Proposed action:*

*Contact and work with our District Councillors to provide our input into the TRDC plans.*

Other online searches reveal that several other Parish and Town councils have started to address Green issues and numerous seminars involving public and private consultancy groups have taken place. A recurring theme is the suggestion that most if not all of 1-6 above have been or should be addressed in Neighbourhood Plans. One example can be found in *How Green Is My Plan*:

See <https://www.cse.org.uk/downloads/reports-and-publications/policy/community-energy/planning/renewables/how-green-is-my-plan-rural.pdf>

We have updated our information on contacts with Herts CC Rights of Way Unit and identified the HCC revised strategy document that also addresses many of the requirements and issues in 3 above (Sustainable transport and options) See: Hertfordshire Right of Way Improvement Plan on line version:

<https://www.hertfordshire.gov.uk/media-library/documents/environment-and-planning/countryside-access-and-management/rights-of-way/improvement-plans>.

Councillor Soothill indicated at the August SPC meeting that the Village Shop was addressing a Greening Agenda”.

*Proposed action:*

*Work closely with Councillor Soothill to agree where there is or may be a need to share information on the above areas 1 - 6 (for the Neighbourhood Plan?) and ensure there is not a duplication of effort.*

Note – a copy of the Ramblers Association statutory consultee report on the Harpenden Neighbourhood Plan (surfaced during the search for the HCC ROW Improvement plan) contains information on their thinking regarding expanding footpath networks and public access.

A copy has been forwarded to the Parish Clerk, Councillor Soothill and Councillor Bloom.

**Appendix 1.**

**Sarratt Parish Council**  
**Sept 2019 Environment report.**

*Extracted from TRDC website: “Three Rivers approves Climate Change Motion” 4 June 2019.*

*Three Rivers District Council heard about the climate change motion on Tuesday, 21 May 2019 which was put forward by the Leader, Cllr Sara Bedford and Councillors: Stephen Giles-Medhurst, Chris Lloyd, Alex Michaels, Sarah Nelmes, Andrew Scarth and Dominic Sokalski.*

*The motion asked for the details of the strategy and action plan be brought to its policy and resources committee by the end of 2019. It requested the council to work with partners in the public and private sector, engage with residents and businesses to gain their input and support.*

*It commits the council to use all practical means to reduce the impact of council services on the environment, use all planning regulations and the Local Plan to cut carbon emissions and reduce the impact on the environment. It also calls for help from the Government to provide the support and resources needed to progress the action plan.*

*Council leader Cllr Sara Bedford said: "Three Rivers may only be a tiny part of the global economy, but we need to play a local part to fight this global threat.*

*We want to talk to residents, businesses and organisations, many of whom share our concerns, to find out what they think."*

*Cllr Alex Michaels, Lead Member Environmental Service*