

SARRATT PARISH COUNCIL

Parish Office: Village Hall, The Green, Sarratt Rickmansworth Hertfordshire WD3 6AS
Telephone: 01923 262025
Email: clerk@sarrattparishcouncil.gov.uk
Web: <https://sarrattparishcouncil.gov.uk>



DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 9TH JUNE 2026 IN THE FRONT LOBBY, SARATT VILLAGE HALL

Councillors Present: Lee Farman, Lead Councillor and Lead Planning
Angela Coakley, Vice Chair
Michael Lowry, Policy & Resources
James Alder, Deputy Planning
Simon Diggins, Highways
David Zerny, Deputy Highways
Phil Mitchell Environment and Sustainability

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

26/974 APOLOGIES AND ANNOUNCEMENTS

An apology was received in advance, from Cllr Michael Lowry

26/975 DECLARATIONS OF INTEREST AND DISPENSATIONS

There were none

26/976 PUBLIC QUESTION TIME

There were no public questions, as most were asked when particular Agenda items were discussed

26/977 TO MOVE THAT THE CHAIR SIGN AS A CORRECT RECORD OF THE MINUTES OF THE ANNUAL STATUTORY MEETING HELD ON TUESDAY 12TH MAY 2026

The Minutes were duly signed

26/978 REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS ON BEHALF OF SPC

The Clerk, Cllr Farman and Cllr Zerny attended meetings of the Joint Parishes, and the Community Consultation Meeting at Chorleywood.

Both meetings discussed the progress of Local Government Reorganisation. A decision on the number of the authorities that will make up Hertfordshire County.

A Parishioer asked whether the creation of the authorities will affect the existence or application of the Neighbourhood Plan – LF said that no, this would not be affected. Further more the Local Plan (TRDC) will continue to Reg 19 by the end of July and will be submitted for instpection in November. This should ensure that the LP is effective.

Herts Police sent crime statistics. Generally, the crime trend is downward as resources are directed towards burglary and theft from retail. Consequently, matters such as speeding has been given a lower priority. However, LF commented that he was able to make good use of traffic data collected by

Sarratt at the Appeal against the development in Bucks Hill. SPC will continue to press this issue with County Cllr Price.

Cllr Farman met with Spotlight staff, to increase their understanding of the time constraints SPC is under in order to create the copy for inclusion in the magazine for the 20th of the month deadline. The meeting was mutually helpful.

The Councillors also attended the BOB meeting as Parishioner of Sarratt.

26/979 MATTERS ARISING FROM THE MINUTES

There were no matters arising

26/980 COMMUNICATIONS UPDATES

Cllr Phil Mithcell and Cllr Lee Farman are collaborating with Mike Edmund to upgrade the SPC website, so that it is easier to navigate and more informative.

They are seeking to introduce more channels upon which to reach out to the Village, perhaps a broadcast WhatsApp group.

They are also seeking to upgrade the sharing of correspondence and documents on a new platform.

26/981 KGV PAVILION WORK PHASE 1

In order to fill the shortfall of funds between the generous CIL grant from TRDC and the final cost of the Pavilion renovation work, a grant has been sought from the Football Foundation. The organisation have been very slow in coming to a decision about their £50k grant, but in the last days, it would appear that Sarratt Parish Council and KGV are moving closer to realising this. It would ensure that the first phase of works could be completed by the will assist this.

The Pavilion upgrades will provide Sarratt with a second, excellent social space, for the use of all the village.

26/982 CLERK'S REPORT

THE GREEN: After consultation with TRDC tree officers, and Will Hobhouse of the Woodland Trust, SPC has better advice on how to proceed with the tree assessment undertaken by SPC. The younger of the two oaks on the Green requires feeding. It is agreed that mulching is the preferred method and this requires removing turf and replacing it once mulched. This may be undertaken more than once.

TREE WORKS: Tenders have been emailed for competitive quotes. This is for the largescale tree works recommended by the recent tree assessment, to ensure safety and tree health.

ALLOTMENTS: The allotments are in great condition – some are vacant. If you are a novice, it is possible to rent half a plot at £20 per annum. Many of the long-term allotmenters are very willing to help newbies.

ACCOUNTS: May accounts compiled and reconciled.

RECYCLING: The Clerk to a huge bag of medication blister packs and aluminium to be recycled.

KGV: At the AGM the Chairman (of over 15 years) Paul Govier stepped down as Chair and Treasurer.

The New Chairperson Tom Shurville was appointed.

A plea is being made to the Village for someone to take over as treasurer –
doing a couple of hours per month on an easy set of books. PLEASE
VOLUNTEER!

MEETINGS: The Clerk attending the BOB , Joint Parish Meeting and Community
Council meeting last week.

VILLAGE PUBS: Extension of hours have been granted for the duration of the
World Cup. This means pubs can close at 0100 or 0200 if there are important
England and Scotland games.

HAYMAKING:*Postponed due to the wet weather.

*Dawes Woods if being very selectively cut due to butterfly egg
laying. Please be patient with this; it is in a good cause.

26/983

PLANNING REPORT CLLR FARMAN

- The Local Plan from TRDC – SPC will keep the Parish fully informed when we have any additional information.
- SPC may require specialist legal advice during this intense period of planning defense. The number of speculative planning applications has increased greatly since the 1st April 2026. The Parish must object strongly and in numbers. It is working with the other Three Rivers Parishes and residents associations, to crowd fund matching resources. SPC will create the fund using £25k of funds, hoping to double this in contributions. It will be using the Government Payment Portal which is free to use.

This was put to the Cllrs and carried unanimously.

- Matters at application appeal may not necessarily require legal advice, but SPC will require assistance with enquiry level hearings.
- SPC is determined to do whatever it can to protect the environment of Sarratt

26/984

PLANNING APPLICATIONS

Land Between Ferndale, Church Lane And Sarratt Road Church Lane Sarratt
Ref. No: 26/0711/OUT

Outline application: Construction of up to 54 residential homes (Use Class C3) with associated access (appearance, landscaping, layout, scale as reserved matters)

Spc Strongly object

Ferndale Church Lane Sarratt Rickmansworth WD3 6HN Ref. No:
26/0653/FUL

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

SPC Object

Willow Cottage Penmans Green WD4 9AZ Ref. No: 26/0819/FUL
Demolition of existing conservatory and erection of two storey rear extension and single storey side extension SPC Object – overdevelopment within the Green Belt

47 Church Lane Sarratt WD3 6HN Ref. No: 26/0754/FUL
Construction of single storey rear infill extension_ SPC no objection

Foyers Flaunden Lane Belsize Rickmansworth Hertfordshire WD3 4NS Ref. No: 26/0739/CLED
Certificate of Lawfulness Existing Development: Construction of single storey rear extension, side extension, loft conversion including rear dormer and front/side rooflights SPC Object on visibility and aesthetic considerations

ADDITIONAL MATTERS RAISED:

- The protection of hedgerows was raised with reference to Ferndale’s suggestion of road widening. Clerk asked Dawn Pitts whether the Wildlife Volunteers would be able to help with research in this area, and she confirmed that they had historical knowledge of many of the village hedges.
- SD and DZ are pressing Herts Highways to consider all the planning applications within the Village in a holistic manner, considering the wider transport and traffic issues.
- Connectivity Tool – this is not referenced in the Transport Policy or in the Neighbourhood Plan. SPC is in discussion with TRDC, trying to measure sustainability in a more consistent manner.

26/985

PLANNING DECISIONS

Cllr Farman and Cllr Alder commented that decisions appear to be taking into account SPC comments and views.

The barns applied for at Rehall Farm, were refused specifically siting urbanisation within the setting – as suggested by SPC.

The Clovercourt (Church Lane) appeal has not progressed.

The Bucks Hill appeal absorbed the additional information presented by SPC and the Residents Association, which went to the veracity of the appellant. Greenbelt was instituted to separate settlements; Grey belt does not serve this purpose.

26/986

PLANNING ENFORCEMENTS

22/0031/COMP: Ravenswood Farm, Church Lane, Sarratt - Use of building as an independent dwellinghouse (Use Class C3) (Matthew Roberts)

New enforcement notice served requiring cessation of residential use. Enforcement appeal made, notification letters being sent out. Enforcement appeal to be linked to the recent appeal relating to the refusal of a certificate of lawfulness (26/0201/CLED)

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).

24/0029/COMP – Harrietts End, Quickmoor Lane, Sarratt - Breach of Condition 5 pursuant to 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. Likely to be closed.

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.

24/0137/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.

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

Outbuilding required planning permission when built but now immune. Dog grooming business took effect in last couple of years but from the evidence collated there is no material change of use. Case to be closed.

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

25/2110/FUL & 25/2111/LBC both permitted, alterations to occur with use of trickle vents to windows (within 6 months of permission).

25/0147/COMP: Cottage Farm, Redhall Lane, Chandlers Cross - Breach Of Conditions 4 (Construction Management Plan), 5 (Risk Assessment), 6 (Energy Measures), 7 (CEMP) of planning permission 24/1950/FUL (Scott Volker)

Officers have subsequently received discharge of condition applications, one of which is currently pending consideration.

25/0180/COMP: 8 Clutterbucks Sarratt - Erection of solar panels to the front in the conservation area (David Heighton)

Likely to require planning permission. Officers discussing with owner, unlikely to be expedient.

26/0048/COMP: Land at Long Spring, Sarratt Lane, Loudwater - Unauthorised tree works within woodland (Matthew Roberts)

Prosecution case opened in respect of the tree works. No other identified breach of planning control.

26/987 APPEALS:

Land Rear Of 76 To 78 Church Lane Sarratt

Erection of 20 Dwellings (Use Class C3) with associated parking and landscaping, provision of new vehicular access to Church Lane and pedestrian link to existing public footpath. Ref. No: 26/0002/REF (PINS [6002930](#)) | Status: Appeal In Progress awaiting site visit

Land Adjoining Westwood End, Bucks Hill, Kings Langley, WD4 9AS

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. Ref. No:

26/988 HIGHWAYS – CLLR DIGGINS CLLR ZERNY

Cllr Diggins highlighted the damaged state of the junction of the Langleybury Road and Grovemill Lane. The bank has collapsed and the area is constantly subject to flooding. Cllr Diggins will pursue this with Herts Highways.

Repairs to Northill have been and Bucks Hill have been completed. Cllr Zerny expressed his thanks. Holly Cottage at the corner of Dimmocks Lane and Deadmans Ash has been subject to several incursions into their hedge and garden, by speeding cars. Holmewood in Bucks Hill will have the gullies cleared, and a large bore hole investigated as the source of the frequent flooding. This may be by Herts Highways, or Affinity Water.

26/989 ENVIRONMENT AND SUSTAINABILITY – CLLR MITCHELL

P Mitchell | Environment and Sustainability

Plan (to date)

- Develop User Guide for Environment and Sustainability

Actions of note (to date)

- Tree assessment complete ○ RFQs organised, written and sent out by Lena
- National Power works in planning
- Undertaking a rewrite of the Tree Safety Process for the Parish to follow at all mentions of 'Trees'
- Jo Deacon work underway on registering filming portfolio for conflict of interest reasons
- Spoke to Andrew Taylor from the HCC Countryside Management Services, who continues exploring grants and in particular the Higher Tier of Countryside Stewardship registration. Expecting feedback shortly.
- Been out photographing trees for TPO Compliance ahead of works
- Met with Mike Edmund to discuss website move and gained his full support
- **Collapsed fence / public footpath liability letter.** Legal framework established (Animals Act 1971, Health and Safety at Work etc. Act 1974 s.3, Highways Act 1980 s.130); formal notice drafted to landowner. HCC Rights of Way team notified in parallel.
- **Unauthorised horse jumps on Dawes Common.** Site notice and Council agenda note produced citing Commons Act 2006 ss.38 and 41. Statutory provisions corrected after audit — Inclosure Act 1857 and Commons Act 1876 do not apply to registered common land.
- **Sarratt Green oak works (legal position).** Works (turf removal, mulching around root zone) confirmed lawful under Commons Act 1876 s.29 "better enjoyment" exception.
- **Tree Safety Management Process v3.0.** Reviewed structure and governance. what3words location referencing added as a recommendation (not requirement) in ss.5.2, 7.2.

Next Steps (ahead of June meeting)

- Get the website migrated assuming everyone is happy to proceed given the overlap of costs?
- Complete RFQ process and get works underway

AGENDA NOTE 1

Oak Remediation Works — Legal Position

Sarratt Green — Registered Village Green — Conservation Area

Proposed Works

Remedial works to an oak tree on Sarratt Green comprising removal of turf around the root zone and application of mulch. Works are prescribed by Patrick Stileman, qualified arboricultural landowner to preserve a tree, cause no material harm to the green and do not interrupt recreational enjoyment. No reasonable prosecutor would pursue s.12 on these facts. Any private prosecution by an inhabitant would face equivalent difficulty.

AGENDA NOTE 2

Subject: Penmans Green — Feasibility of Voluntary Town or Village Green Dedication

P. Town or Village Green Status — What It Would Add

Registration as a town or village green (TVG) under the Commons Act 2006 would bring Penmans Green within the scope of two additional statutory protections that do not currently apply to it as registered common land:

The matter of boundary creep in Penmans is of concern.

26/990 POLICY AND RESOURCES – CLLR LOWRY

In the absence of Cllr Lowry – The Clerk introduced the revenue, expenditure and bank reconciliation.

It had been a large month in terms of expenditure as £17,060 was made in Grants in addition to the normal expenses of the SPC month.

	Sarratt Parish Council: Bank Reconciliation & Supplier Payments and Expenditure for May 2026				
			Co-op Current A/c Closing Bank Balance 30th April 2026		£86,464.05
	Supplier Payments for May 2026		bank balance 30-4-26		
	Transaction date	Supplier Name	Debit amount (GBP)		
	01-May-26	DD E.ON NEXT LTD A-292E2D45-001	£91.77		
	01-May-26	DD GOCARDLESS TECHNICALMER-5Q27Q	£202.96		
	01-May-26	STANDING ORDER. 14376	£5,952.00		
	07-May-26	DD INFORMATION COMMIS Z1299061	£47.00		
	08-May-26	7040 Intuit Ltd Ma	£17.83		
	08-May-26	7040 AMZNMktplace*	£34.49		
	08-May-26	7040 AMZNMktplace*	£41.43		
	11-May-26	7040 Adobe	£19.97		
	12-May-26	7040 LAND REGISTRY	£14.00		
	12-May-26	SARRATT VILLAGE C. drinks 28th April	£75.85		
	12-May-26	Technical Merritt 3613	£243.55		
	12-May-26	B.WHTEWOOD(NORTHW 8223/222	£2,514.00		
	12-May-26	Patrick Stileman L Tree assmt 2026	£5,952.00	* Paid Twice and refunded Net supplier Payments =	£12,102.15
	13-May-26	7040 Adobe	£14.99		
	15-May-26	DD TRDC INVOICES 00007614	£110.00		
	15-May-26	Mr RT and Mrs MM B deposit allotment	£100.00		
	18-May-26	7040 Amazon.co.uk*	£22.83		
	20-May-26	DD SAGE UK LTD SF3ZPBH	£13.20		
	21-May-26	DD CASTLE WATER LTD PR100111821765	£65.04		
	27-May-26	Sarratt Village Ha 8318	£66.20		

	27-May-26	JRB Treework Ash Penmans	£500.00		
	27-May-26	TBS HYGIENE Ltd dog and waste disp	£899.04		
	27-May-26	PSTAX KGV VAT advice	£1,056.00		
		TOTAL SUPPLIER PAYMENTS FOR MONTH		£18,054.15	
	Grant Payment Awards FY26/27				
	Transaction date	Supplier Name	Debit amount (GBP)		
	21-May-26	PCC Holy Cross Sar Grant Spotlight	£510.00		
	21-May-26	Daphne Tyler SPC Grant	£900.00		
	21-May-26	The Grey Knights SPC Grant	£1,000.00		
	21-May-26	Days Charity Grant SPC	£1,500.00		
	21-May-26	KGV Field Administ SPC Grant	£2,000.00		
	21-May-26	Jane Faulkner SPC Grant	£2,000.00		
	21-May-26	SARRATT VILLAGE C. SPC Grant	£2,450.00		
	21-May-26	PCC Holy Cross Sar SPC Grant	£2,750.00		
	21-May-26	Sarratt Care Grant SPC	£3,000.00		
	29-May-26	SARRATT HISTORY SO GRANT	£950.00		
		TOTAL GRANT PAYMENTS FOR YEAR		£17,060.00	
	Salaries for Month & HMRC Payment for May				
	29-May-26	Comined April Salaries & HMRC payment Qtr4	£1,275.06		
				£1,275.06	
	Total Payments for Month			£36,389.21	
	Receipts for May 2026				
	11/05/2026	Andrea Harris ALLOTMENT PLOT 39	£140.00		
	21/05/2026	PATRICK STILEMAN INV 14376 (Refund of duplicate payment)	£5,952.00		
	29/05/2026	Louise Day	£40.00		
				£6,132.00	
	Transfer from PSR Savings account to CCLA				
	27/05/2026	SARRATT PARISH COU CCLA May 26 (Tfr from PSR Savings Account)	£35,000.00		
				£35,000.00	
		Total Receipts		£41,132.00	
	Transfer No.1 to CCLA Investment A/c				
	29-May-26	HSBC Bank Plc as d A/c No: PS1009884-	£20,000.00		
		Net Cash Movement May 2026 (outgoings)			£15,257.21
		Co-op Current A/c Closing Bank Balance 29th May 2026			£71,206.84
	Bank Accounts Consolidated position April 2026				
		Co-Op Current A/c	Reference Page 195	£71,206.84	

		Co-Op 95 days Interest Bearing (& Interest for October)	Reference Interest Bearing	£ 10,608.12	£0.00
		Co-Op Instant Savings A/c (& Interest for October)	Reference Page 89	£75,549.66	£0.00
					£146,756.50
		Reserves Required 50% of annual precept (£113,821 26/27)		£56,910.50	
		Of which invested in CCLA Public Sector Investment fund		-£25,000.00	
		Balance of Liquid Funds for Investment			- £31,910.50
		Balance of Net liquid funds May month end 2026			£114,846.00

SPC has complied with Audit regulations and posted the Annual Internal Audit Report on the Notice Board outside the Parish Office.

HM Customs misallocation of PAYE, has been identified and remediated.

26/991 TO RECEIVE A REPORT FORM A DISTRICT COUNCILLOR

No district councillors were in attendance at the meeting.

26/992 TO CONSIDER CORRESPONDENCE

Correspondence had already been incorporated in parishioers questions earlier in the meeting.

26/993 IDENTIFY AND SELECT ITEMS FROM THE MEETING AND OTHER RECENT ACTIVITY TO PUBLISH ON OUR PUBLIC CHANNELS

The camera erected at the gate of ROW 34 Burlington Field.

Trees updates

Highways updates

The meeting finished at 21:30pm