

SARRATT PARISH COUNCIL

Parish office: Village Hall, The Green, Sarratt WD3 6AS

Telephone: 01923 262025 Email: clerk@sarrattparishcouncil.gov.uk

Web: sarrattparishcouncil.gov.uk



DRAFT MINUTES FULL COUNCIL MEETING OF SARRATT PARISH IN THE FRONT HALL AT SARRATT VILLAGE HALL

11TH AUGUST 2026

Councillors Present

And absent:

Cllr Lee Farman – Chair and Planning Lead - Absent

Cllr Angela Coakley – Vice Chair presiding

Cllr Michael Lowry – Policy and Resources

Cllr Philip Mitchell – Environment and Sustainability - Absent

Cllr Simon Diggins – Highways - Absent

Cllr David Zerny – Highways - Absent

Cllr James Alder – Planning

Cllr Michael Sparks

Absent :

Mrs Lena Mortimer – Clerk to the Council

Public:

10 members of the public

26/1023 APOLOGIES AND ANNOUNCEMENTS

Apologies from Clerk – Mrs Mortimer

Apology from Cllr Farman; Cllr Zerny; Cllr Mitchell: Cllr Diggins

ANNOUNCEMENTS

Cllr Michael Sparks was formally welcomed to the meeting as a new Councillor for Parish. We hope he finds his service a rewarding and positive experience.

Mr Fraser Johnspn of Sarratt, is keen to support the Parish Council by joining. He has accountancy expertise. He was welcomed with enthusiasm. The Clerk will contact him with details.

Ms Lisa Noel has expressed an interest in becoming an SPC Councillor. She has 25 years' experience running a Cricket Club and will be very welcome to Sarratt's management of KGV.

26/1024 DECLARATIONS OF INTEREST AND DISPENSATIONS

None

26/1025 TO MOVE THAT THE CHAIR SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY 14TH JULY 2026

Minutes approved and signed by Cllr Alder and seconded by Cllr Lowry

26/1026 MATTERS ARISING FROM THE MINUTES

There were none.

26/1027 PUBLIC QUESTION TIME

As these pertained to Planning matters, the speaker waited for the Planning Agenda Item.

26/1028 REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS ON BEHALF OF SPC

No meetings

26/1029 COMMUNICATIONS UPDATES CLLR MITCHELL

SPC has received the first draft of the new website from Parish Online and this is now pending review.

26/1030 CLERK'S REPORT

Commonwood – Removed Commonwood Car Park from the website which advertised the location as an overnight stay venue. A large metal sign has been erected reinforcing the parking law and stating it is for patrons/walkers only.

Two more signs will be erected at Dawes Woods car park and also the lay by at the junction between New Road and North Hill.

ROWS – necessary works on KGV rights of ways, and that at the rear of Holy Cross Church, have been reported, once again, to Hertfordshire Rights of Way officers.

A dead deer was removed from ROW 30 – thank you for reporting this to me and thanks to Justin Linell for removing it.

Please can walkers report issue directly to me, with photos.

clerk@sarrattparishcouncil.gov.uk

Tree works – work will commence on the remedial work highlighted by the comprehensive tree assessment, undertaken in April of this year. An additional assessment has been made of the trees, in and surrounding, KGV.

Penmans Woods fly tip – SPC is paying to have the large freezer removed as the district authorities were not willing to assist with this.

KGV – Caroon Drive residents – The works at the Pavilion continue at a pace, and we all look forward to seeing the end result. Thanks go out from SPC to the residents of Caroon Drive who back onto the playing fields, for their uncomplaining patience.

Tree Assessment – KGV tree assessment from footpaths to adjacent overhanging trees will commence late August.

Sarratt School - Affinity Water and Cadent

Sarratt School has offered me a tour of the completed works on the site. I will report back. I am also in ongoing consultation with them and the project manager, Sue Elliot, to ensure the satisfactory reinstatement of The Green.

Affinity Water have installed a bigger water main within the Village close to the school site. This will, hopefully, assist the lessening of burst water mains, that have happened all over the Village and in the Lanes.

Cadent Gas – has made its annual visit to Sarratt to repair the gas leak, under the road at the Cricketers Pond. They have replaced the granite curb stones with granite. However, it has drawn comment as they are very clean in comparison to their older neighbours.

Hedging – Mr Paul O'Reilly, who lives at the Church End of the Village, expressed his concerns about the speed of Village traffic, and the rudeness of the drivers. This is compounded by the proliferation of hedge growth this summer. Government guidance is that hedges should not be cut until the end of the month for ecological and wildlife reasons. However, there are exceptions for landowners to trim their roadside hedges.

If you happen to spot any dangerous examples of hedgerows and trees narrowing the carriageway of the Lanes, and can identify relevant landowners, please contact me on clerk@sarrattparishcouncil.gov.uk

Parking – cars are parking on common land at Whiteways, Commonwood. This is inconveniencing the residents and eroding the verge. Clerk to investigate.

Drop in road height – it is reported to me, that there is a dangerous drop in surface height at the Green (past Dawes Lane turning). This has been reported to County Cllr Louise Price. Photos would be welcome from all residents who have an interest in this.

Note: When residents are bringing matters to my notice – would you please send photos. This is very helpful – thank you.

Query: status update on Land to the Rear of 76 to 78 Church Lane Sarratt – ‘Appeal in Progress awaiting site visit 26/0002/REF(PINS6002930)

Query: for easement over Common Land to provide access to property. From Lead Cllr Farman. “Typically, in the past SPC has not allowed new vehicle access requests across parish owned land to residential locations. However, we are in the process of reviewing this type of request. So please do send us further information on your request and we will look into it. Just to let you know, due to summer leave, it could take a while before we have review this and can respond to you with any next steps.”

26/1031 /1032

PLANNING – CLLR ALDER

PLANNING APPLICATIONS:

Roseleigh – Bucks Hill – 26/1206/DLPD

Certificate of Lawfulness Proposed Development: Construction of a two-storey rear extension with loft accommodation served by rear dormer, single storey side extension; installation of roof lights; removal of chimney stack and extension of detached outbuilding

SPC: Noted. We would encourage the applicant to take this opportunity to maximise thermal and energy efficiencies wherever possible.

Land To The Southwest Of Dell Cottages, The Green, And Rear Of Clutterbucks, Church Lane Sarratt Hertfordshire Ref. No: 26/0960/FUL [Construction of two storey Detached dwelling with associated parking and landscaping works](#) **Self-Build.**

SPC: Objection. Whilst we appreciate the applicant’s efforts to reduce the effect of this proposal on its neighbours, and reduce its environmental impact, it is a new dwelling in the green belt, within a conservation area and on a backlot site.

26/1033 PLANNING DECISIONS

Recent planning decisions:

Willow Cottage Penmans Green Sarratt Kings Langley Hertfordshire WD4 9AZ Ref. No: 26/0819/FUL [Demolition of existing conservatory and erection of two storey rear extension and single storey side extension](#)

SPC: We support the investment in this building and the removal of a conservatory with a more sustainable and energy efficient structure. We also note the previous Certificate of Lawfulness applications. However we still consider the proposals as presented represent overdevelopment of the site in Greenbelt so we object on that basis. **TRDC: Approved**

47 Church Lane Sarratt Rickmansworth Hertfordshire WD3 6HN Ref. No:

26/0754/FUL [Construction of single storey rear infill extension](#)

SPC:

No objection. We encourage the applicant to use the opportunity of this change to improve the energy efficiency of the dwelling. **TRDC: Approved**

Foyers Flaunden Lane Belsize Rickmansworth Hertfordshire WD3 4NS Ref.

No:26/0739/CLED [Certificate of Lawfulness Existing Development: Construction of single storey rear extension and single storey side extension, hip to gable end and loft conversion, including rear dormer and front/side rooflights](#) SPC: Noted. We observe that the raised roof line of this application appears to not be complying with the Neighbourhood Plan design policies and is generally not in keeping with the local area. **TRDC: Approved**

Belsize House Plough Lane Sarratt Rickmansworth Hertfordshire WD3 4QP Ref. No:

26/0671/LBC & 26/0670/FUL [Listed Building Consent: Construction of part-single, part two](#)

[storey rear extension and side porch, replacement of windows and removal of oil tank](#)

SPC: No objection. We support this sympathetic proposal which changes the later 1960s rear parts, and does not impact the heritage front of the building. We encourage the applicant to use the opportunity of these works to maximise the energy efficiency of the building. **TRDC: Refused (“...it is not considered that the benefits outweigh the harm to the heritage asset...”)**

Ferndale Church Lane Sarratt Rickmansworth Hertfordshire 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; side rooflights and solar panels; alterations to external materials including render and metal cladding; replacement windows; internal alterations; alterations to fenestration, erection of detached garage; repositioning of front vehicle gate; removal 1 no. existing access; new boundary fencing; associated landscaping works; and repositioning of tennis court.](#) **SPC:** We object to this application on the basis it is overdevelopment in a Green Belt area. We recognise that the proposed development has less impact than what the applicant presents as allowable under permitted development, however the proposal still constitutes over development without justifiable very special circumstances.

TRDC: Approved

26/1034 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**

26/1035 ENFORCEMENTS

There were no enforcements

26/1036/7/8

ENVIRONMENT AND SUSTAINABILITY – CLLR MITCHELL

Plan (to date)

- Develop User Guide for Environment and Sustainability

Actions of note (to date)

- Tree assessment complete
- Initiating action of category 4 and 5 requirements
- Jo Deacon work underway on registering filming portfolio for conflict of interest reasons
- Spoke to Andrew Taylor from the HCC Countryside Management Services, who acknowledged that he can't help us at the moment.
- Received the first draft of the website from Parish Online, launch pending review

Next Steps (ahead of September meeting)

- Record the Stileman report as the benchmark for all Woodland Management for the next 3yrs. This requires a minute council resolution.
- Adopt the Sarratt Tree Safety Process and build monitoring to match it. Fulfill the visual checks and walk throughs detailed in the Sarratt Tree Safety Process Document- annual/post-storm visual checks for the category 3 residuals and after-gale checks (Force 7+). We then build a 3–5 yr full reassessment backstop.
- **KGV Trees** – commissioned an assessment of trees surrounding KGV on ROWs and overhanging the recreation ground from surrounding land.
- **Signage on the Green** – SPC Policy being reviewed

26/1039 HIGHWAYS – CLLS ABSENT

Nothing to be reported to the meeting. No updates from Herts Highways.

26/1040

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POLICY AND RESOURCES CLLR LOWRY

The Council's current account opened at £62,555.03.

Payments totalled £25,340.88, comprising £8,961.29 in supplier payments, £1,379.59 in salaries/HMRC and a £15,000.00 savings transfer.

Receipts were £37,850.00, producing a net monthly inflow from CIL money transfers and a donation from Sarratt Rebels of £10k.

Closing balance of £75,064.15.

At month-end, total funds were £176,221.93:

Account	Balance
Current account	£75,064.15
Interest-bearing account	£10,608.12
Instant savings account	£90,549.66

Required reserves are £56,910.50, of which £25,000.00 is invested in the CCLA Public Sector Deposit Fund.

This leaves £31,910.50 of the reserve requirement to be held in liquid funds and £144,311.43 in net liquid funds after this allowance.

26/1041 QTR 1 REPORT

Revenue received at the end of June, £62,251 representing 47% of the budgeted income value.

Expenses to end of June £45,821 representing 35.66 % of budget expenditure.

Adjusted expenditure value, removing KGV yearly payments and VAT payments to date totalling £22,419 is 18.2% which is below budget expenditure value for the first quarter".

26/1042 KGV PAVILION REPORT

Total forecast project cost is £313,708.96 gross, including a 15% contingency of £40,918.56; the net cost is £257,513.57 and £62,741.79 is shown as recoverable VAT.

Identified funding is £269,000 before VAT recovery, giving £11,486.43 headroom against the net project cost; including VAT recovery, total available funding is £331,741.79, £18,032.83 above gross cost.

Timing is the main risk: the current account is forecast to fall to -£2,796.00 and then a low of -£30,214.55 before recovering to £47,889.01, so temporary funding from reserves will be required.

VAT creates a material working-capital requirement of £45,285.07, and the overall forecast implies a £27,175.00 draw on reserves, reducing instant-access savings from £90,549.66 to £63,374.67.

Council should tightly align grant receipts, invoice dates and VAT claims, retain the contingency until final costs are confirmed, and reconcile the £49,000 Football Foundation award in Table A with the £50,000 cash-flow forecast.

Currently TRDC have refused to re-imburse 10k of site set up costs as disputing these are not covered within the CIL agreement. Have responded fully to them on this point, however received no reply.

Consensus of the strategy on this point, is to continue submitting invoices for the main project costs and once recovered, to re-engage with the Snr Cil Co-ordinator on this disputed amount.

Our new district Councillor, Matthew Hunt, (please check surname) offered to help with later negotiations and is a member of TRDC finance committee.

Council was reminded as part of the agreement, that SPC would donate 10k towards the project, so it may cover these disputed funding.

26/1043 TO RECEIVE A REPORT FROM A DISTRICT COUNCILLOR

Matthew attended for information purposes, as Ciaran (absent) is handling day to day matters.

26/1044 TO CONSIDER CORRESPONDENCE

This considered under Clerk's Report

26/1045 IDENTIFY AND SELECT ITEMS FROM THE MEETING AND OTHER RECENT ACTIVITY TO PUBLISH ON OUR PUBLIC CHANNELS

This devolves to the Clerk this month

26/1046 TO CONSIDER COUNCILLORS QUESTIONS AND COMMENTS

Question raised on the agreed crowd funding, how much, where it is coming from and what it would have been spent on otherwise. See poster and information in forthcoming Spotlight.

Cllr Lowry explained that the maximum amount as £25k, it will come from reserves and not impact day to day spending or services as SPC will receive the second half of its precept of £56,183 in October of this year.

26/1047 TO CONFIRM THE DATE OF THE NEXT MEETING AS SEPTEMBER 8TH 2026

Apology for absence taken in advance from Cllr Sparks.

Meeting concluded 20:30pm