

# SARRATT PARISH COUNCIL

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## **DRAFT Minutes of the Sarratt Parish Council Meeting held on Tuesday 12 November 2024 in the Rear Hall, Sarratt Village Hall**

Present: Councillor Coakley, Vice Chair  
Councillor Lowry, Policy & Resources  
Councillor Farman, Planning  
Councillor Alder, Deputy Planning  
Councillor Diggins, Highways  
Councillor Zerny, Deputy Highways

In attendance: 2 members of the public  
District Councillor Ciaran Reed

### **24/513 APOLOGIES AND ANNOUNCEMENTS**

Standing apologies from Cllr Garvey due to her Masters course.  
Apologies in advance from Cllr Dobson, as Chair, for her absence. The meeting was therefore led by the Vice Chair, Angela Coakley

### **24/514 DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr Lowry brought to the notice of the Council that he has now taken on supporting the Alms Houses Charity and Sarratt Care, in an advisory capacity only.

### **24/515 PUBLIC QUESTION TIME**

There were no questions forthcoming,

### **24/516 MINUTES OF THE LAST FULL COUNCIL MEETING ON 8 OCTOBER 2024**

It was proposed to accept these as a true and accurate record of the meeting.  
Proposed: Cllr Diggins; Seconded; Cllr Farman

### **24/517 MATTERS ARISING FROM THOSE MINUTES**

None.

### **24/518 TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE SPC**

Cllr Dobson and the Clerk attended the second of the recently instigated quarterly meeting between TRDC and the Parish Councils on the 17 October 2024. The purpose of the meetings is to improve the connectivity between TRDC and the Parish Councils and to exchange information / raise issues.

The main topic of the meeting was the TRDC draft new Local Plan. The presentation delivered by the Lead Councillor for TRDC, Cllr Stephen Giles-Medhurst, was shared with the Parish Councils after the meeting and Cllr Dobson has sent this to Cllrs Farman, Alder, Zerny and former Cllr Ant Soothill who is still supporting SPC on the Neighbourhood Plan.

In summary at the last Reg 18 consultation in 2023, TRDC opted for a Green Belt constrained (lower growth) option of 4,852 new homes / 270 per annum over 18 years. This was in response to the target set for TRDC by central government under the previous (and still current) NPPF of 12,600 new homes over 20 years or 11,520 over 18 years, on the basis the current NPPF was an 'advisory starting point'.

The consultation process on the new NPPF closed in September 2024 and a decision on the output of the consultation is expected to be made by December by the Inspectorate. Under the new NPPF the TRDC housing target is now 13,302 homes over 18 years, and is mandatory, not advisory. Given TRDC said they couldn't support/deliver 12,600 homes, they don't believe they can support 13,302. But whatever target the government imposes, if TRDC doesn't deliver, the Inspectorate can step in and decide where the houses will go. If the 13,302 gets approved, ca. 12,000 will be on Green Belt. Grey Belt has not yet been defined.

TRDC had been about to move to a Reg 19 consultation on the 4,852 homes. However, once they move to Reg 19 the housing numbers included at that stage cannot be changed before the plan goes to the Inspectorate. TRDC are therefore minded not to move to Reg 19 with their current housing number of 4,852 as it would more than likely be rejected. They are therefore proposing to stop the current process and go back to a further Reg 18 to get to a new housing number for the District that is higher than the 4,852. This would mean previously considered sites that were withdrawn will likely need to be included in the next iteration, and there would probably need to be a new call for new sites. Ultimately this would mean a new Local Plan would not be ready to go to Reg 19 till Feb/Mar 2026, submission for examination in Jun/Jul 2026 and adoption in Nov/Dec 2026, assuming no delays.

Further topics covered at the meeting included:

- Policing Issues – reduced PCSO numbers and their deployment in the District was discussed. TRDC will arrange a meeting before Christmas with the Chief Inspector. To include the link between Policing and Community Partnership. Date of 11 December subsequently notified to the Parish Clerks.
- The next Joint Parish Meeting will be hosted by SPC on 28 November 2024.
- Highways – issues with road condition, road use, speed etc across the District were raised.
- 80th Anniversary of Second World War in 2025 - TRDC would like information on what each Parish is planning.
- Next meeting to be held on 20 January 2025.

Referring to Cllr Dobson's update on TRDC's new Local Plan proposals above, District Cllr Reed commented that this report was an accurate statement of the direction that the Administration at Three Rivers District Council is intending to take. However, he and his fellow District Cllrs for Sarratt (Cllrs Cooper and Hearn) are opposed to this approach. District Cllr Reed stated that many other local authorities, including Dacorum, Harrow and St Albans, have all taken the exact opposite approach. They have sped up their new Local Plan process in an attempt to have it assessed by the Inspector under the current or transition rules that will be more favourable to the preservation of the Green Belt than the expected regulations that will be in place by 2026 when TRDC is now intending to submit their plan. District Cllr Reed noted that TRDC has either the smallest or joint smallest planning department in Hertfordshire and that he, along with the other District Councillors for Sarratt, have proposed expanding the size of it to try and speed up the new Local Plan so that more of the Green Belt can be protected. However, these proposals have so far been rejected by the TRDC Administration.

|                                                |                                                                   |                                                                                                                                        |                                                                                                            |
|------------------------------------------------|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <b>Tree works</b>                              | Cricketers Pond                                                   |                                                                                                                                        | Work completed very satisfactorily                                                                         |
| <b>Tree Felling – Woodland Management Plan</b> | Map and details of trees to be felled sent to three contractors   |                                                                                                                                        | Awaiting quotations for consideration                                                                      |
| <b>Laurels at the Harolds</b>                  |                                                                   | Wildlife Volunteers                                                                                                                    | To be undertaken in November                                                                               |
| <b>Grants 2025</b>                             |                                                                   |                                                                                                                                        | All grant applications received ready for consideration                                                    |
| <b>Dead Tree on the Green</b>                  |                                                                   | Visit by UK Power 30/09/24.                                                                                                            | Head of tree works visited the Green – awaiting her final decision                                         |
|                                                |                                                                   | In contact with Tree Monkey for a quotation once parameters of the job finalised.                                                      |                                                                                                            |
| <b>Parish Warden</b>                           | Replacement for services provided                                 |                                                                                                                                        | TBS commenced work collecting both dog and domestic rubbish – all working smoothly – first invoice £578.88 |
|                                                | Cleaning and clearing signage                                     |                                                                                                                                        | First clearing and cleaning completed                                                                      |
| <b>Cricketers Pond</b>                         | Filling forms for the Rural Payments Agency for a one-off payment | Speaking to Chilterns National Landscape For a one-off grant<br>Site meeting with Clear Water and contact made with recommended farmer | This work is ongoing, encompassing drainage issues.<br>Awaiting contact from Clearwater re pond work       |
|                                                |                                                                   | Two site meetings with pond contractors                                                                                                | Already received one quotation £5,120 + VAT                                                                |
| <b>Village Email</b>                           |                                                                   |                                                                                                                                        | First email sent re bogus roofing contractors – successful                                                 |
| <b>Fibre Broadband System in the office</b>    |                                                                   | System suggested with a small saving each month                                                                                        | Details sent on to Lee for consideration                                                                   |
| <b>Environment deputy</b>                      | Emma Dickins                                                      | She is helping with the Woodland Management Plan and will attend some of our meetings                                                  | Ongoing                                                                                                    |

|                                                           |                                                                                                                 |                                                                                    |                                                                                                  |
|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Drainage Maps</b>                                      | Contacted Affinity who sent me to Thames Water                                                                  | They have given me a narrative conclusion about the drainage at the school/pond    | Continuing to follow this up with Herts Highways.                                                |
| <b>Highways Dossier</b>                                   |                                                                                                                 |                                                                                    | Commenced Highways dossier detailing highways issues in Sarratt                                  |
| <b>Christmas Tree on the Green</b>                        |                                                                                                                 | Tree 'ordered'. Suggested the Church become involved in decorating.                | Contacted School for suggested dates – contacted AW                                              |
| <b>Boxing Day on the Green</b>                            |                                                                                                                 | Tanya Howard and Joe Brownsell                                                     | Received a request for permission to hold the Vintage Car Show on Boxing Day upon the Green.     |
| <b>Three Rivers, Parish Councils and Police meeting</b>   | <b>Time:</b> 1:30pm<br><b>Date:</b> Wednesday 11 December<br><b>Location:</b> Penn Chamber, Three Rivers House, | Will someone attend?                                                               | Need to understand what's on the agenda and whether relevant to Sarratt – Clerk to find out more |
| <b>Hunters Wood and permanent surfaces on common land</b> | Complaint by neighbour about the driveway works                                                                 | Made site visit to see if there were permanent surfaces on Common Land as reported | Issues in Commonwood are being addressed and we await developments                               |
| <b>Allotments</b>                                         |                                                                                                                 |                                                                                    | New occupant plot 24                                                                             |

## PLANNING

24/520

### LEAD COUNCILLOR'S REPORT

A development of 600 houses has been proposed for the land north of Little Green Lane within Sarratt Parish. The developers, Richborough, have submitted an Environmental Impact Assessment application to TRDC (Ref. No: 24/1220/EIA) and launched their own public consultation, which SPC will not comment on, and will instead wait for a planning application to be submitted to TRDC. Representatives for Richborough are seeking a meeting with SPC which SPC are considering.

24/521

### PLANNING APPLICATIONS

- Conversion of garage wing to habitable accommodation to form storage room, staff welfare accommodation and flexible accommodation to provide guest suite or accommodation for live-in carer including alterations to fenestration.  
Great Westwood Bucks Hill Kings Langley Hertfordshire Ref. No: 24/1730/FUL  
SPC: No objection. If officers are minded to approve, please can they include a restriction that this building must remain ancillary to the main dwelling.
- Installation of flood lighting and external lighting of menage and stable area  
The Old Gate Bucks Hill Kings Langley Hertfordshire WD4 9BR Ref. No: 24/1527/FUL  
SPC: We object to this application on the basis of the information provided and other inputs that it will provide an unacceptable level of light pollution to the neighbouring properties. There are alternative lighting solutions for this type of application that can

be installed closer to the ground that will achieve the desired usage without impacting the neighbouring properties.

- **Construction of a single storey outbuilding.**

Paddock Cottage Old House Lane Kings Langley Hertfordshire WD4 9AA Ref. No: 24/1684/FUL

SPC: (Neutral) Although plans appear to be appropriate to the location, we have general concerns about any new building in a Green Belt area. If officers are minded to approve, we ask that restrictions are added to ensure the building remains ancillary to the main dwelling and permitted development rights are removed.

24/522

## **PLANNING DECISIONS**

Cllr Farman noted that the decisions made by TRDC on recent planning applications were aligned with the comments made by SPC.

- **Removal of existing external oil storage tank and installation of 2 new floor mounted air source heat pumps on existing concrete oil tank base.**

Church of Holy Cross Church Lane Sarratt Hertfordshire Ref. No: 24/1387/LBC

SPC: We support the move to a more sustainable source of energy for the heating system and overall, this will reduce carbon emissions. We note that this building, due to its age and size, is very hard to heat efficiently, so we encourage them to continue to improve the building insulation wherever possible.

TRDC: Approved

- **Removal of existing oil tank and installation of two air source heat pumps.**

Church of Holy Cross Church Lane Sarratt Hertfordshire Ref. No: 24/1338/FUL

SPC: We support the move to a more sustainable source of energy for the heating system and overall, this will reduce carbon emissions. We note that this building, due to its age and size, is very hard to heat efficiently, so we encourage them to continue to improve the building insulation wherever possible.

TRDC: Approved

- **Certificate of Lawfulness Proposed Development: Demolition of existing garage and conservatory; construction of front porch and single storey side and rear extensions**

1 Downer Drive Sarratt Rickmansworth Hertfordshire WD3 6BD Ref. No: 24/1364/CLPD

SPC: Noted

TRDC: Approved

- **Prior approval: Enlargement of the dwelling house by the construction of one additional storey (3.18m in height) and raising of ridge to result in an overall height of 7.95m (Class AA).**

The Laurels White Shack Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4ND Ref. No: 24/1347/PDT

SPC: Noted. We assume checks will be made to ensure that neighbouring properties will not be unduly impacted by this application.

TRDC: Refused

- **Listed Building Consent: Installation of four rooflights to side and rear, removal of existing clay and slate roof tiles and replacement with new clay tiles and natural slate tiles.**

Whitedell Farm Flaunden Lane Belsize Rickmansworth Hertfordshire WD3 4NX Ref. No: 24/1302/LBC

SPC: Noted - we support the careful maintenance and improvement to listed buildings to make them sustainable for the future.

TRDC: Approved

- **Listed Building Consent: Internal stud wall; replacement of fireplace tiles and replacement of glass above internal door**

Little Callipers Bucks Hill Kings Langley Hertfordshire WD4 9BW Ref. No: 24/1225/LBC

SPC: Noted - we support the careful maintenance and improvement to listed

buildings to make them sustainable for the future.

TRDC: Approved

- **Installation of lighting columns and LED floodlights to the front multi-use game area**

York House School Sarratt Road Rickmansworth Hertfordshire WD3 4LW Ref. No: 24/1061/FUL

SPC: Whilst SPC are generally supportive of improvements to the facilities at YHS, we kindly request TRDC assess the impact of the light pollution from LED lighting columns on neighbouring properties and also their impact on nocturnal wildlife, notably bats and their prey that are prevalent in the area. Both these concerns should be addressed before approval of this application. Otherwise, we have no objections.

TRDC: Approved (some minor changes applied and restrictions of 4-9pm set on time limits on use of the lights)

- **Change of use of existing building and land used for car sales into single storey residential dwelling, with associated alterations**

Oakwood House Olleberrie Lane Belsize Rickmansworth Hertfordshire WD3 4NU Ref. No: 24/0847/FUL

SPC: We have significant concerns on the route this site has taken to enable a new dwelling on a Greenbelt site. We recognise that there is no change to existing built footprint and that this a 3 bedroom dwelling which is a category underrepresented in the current local housing stock. If the officers are minded to approve, then we request that permitted development rights are removed.

TRDC: Approved (permitted development rights have been removed)

24/523

## PLANNING APPEALS

**APP/P1940/W/24/3346997 & APP/P1940/W/24/3349084** - land to the rear of 47, Sarratt WD3 6HN - Jon and Chris Adams - **Demolition of existing structures and construction of five detached dwellings with associated parking, bin and cycle storage, landscaping and access improvements**. Ref. No: 24/0023/REF. No further update.

## POLICY AND RESOURCES

24/524

### OCTOBER BANK RECONCILIATION AND PAYMENTS £7,213.07

October was a quiet payments month, notwithstanding the payment to HMRC for the quarter 2 combined salaries. There were no ordinary receipts, the half yearly precept payment from TRDC having been received on time on 30 September.

The closing balances at 30<sup>th</sup> October:

|                                |             |
|--------------------------------|-------------|
| Co-Op Current Account          | £106,754.10 |
| Co-Op Instant Savings Account  | £ 20,849.20 |
| Co-Op 90 days interest bearing | £ 10,267.06 |
| Santander KGV Account          | £ 36,633.69 |

Payments since the last meeting were presented for approval.

Proposed: Cllr Diggins; Seconded: Cllr Farman

The bank statements and reconciliation were not available for signature and will be signed at the December meeting along with the statements and reconciliations from October.

The current account is significantly in credit at present due to receipt of the half yearly precept. Cllr Lowry has therefore transferred £20,000 into the savings account in order that it earns interest.

Cllr Lowry is close to finally closing the Santander Account – confirmation is awaited following requested evidence verifying signatures.

**24/525                   QUARTER 2 – YEAR’S PERFORMANCE TO DATE**

In presenting his report, Cllr Lowry excluded the large sums received from TRDC as CIL funding and paid to Caloo for the new KGV Playground, as these distorted the true picture of the half year budget performance. On this basis Cllr Lowry was able to report SPC is on target for this point in the financial year with 54.22% of the annual precept remaining.

**24/526                   DRAFT BUDGET 2025/26 FOR REVIEW AND COMMENT**

The draft budget for the next financial year was presented for initial approval.

Proposed: Cllr Farman; Seconded: Cllr Alder

**24/527                   GRANT REQUESTS**

Grant funds are calculated each year through a legislated equation. This year, SPC has more requests for funding than funds available. Details were presented in the confidential section of the meeting.

**24/528                   APPROVAL OF UPDATED POLICY REVIEW SCHEDULE (NOW ON A TWO-YEAR CYCLE)**

This was approved.

Proposed: Cllr Zerny; Seconded: Cllr Diggins

**ENVIRONMENT AND SUSTAINABILITY**

**24/529                   TO RECEIVE THE LEAD COUNCILLORS REPORT**

Cllr Garvey provided the following update in advance of the meeting:

1. New allotment tenants still wanted
2. Community allotment - no planning needed for deer fencing of community garden plots. The Community Garden has probably got the money if SPC are happy for the work to go ahead. This was approved.  
Proposed: Cllr Diggins; Seconded Cllr Farman
3. Cllr Garvey will undertake the low-level tree survey requested near the Wheatsheaf. Most likely no action needed.
4. A request has been received for a memorial tree to be planted on the Green. Whilst we have a policy for memorial trees and benches, there is not a strategy for determining the number and type of trees on The Green, which Cllr Garvey felt would be helpful. TRDC would also like SPC to have more continuity regarding trees on the Green. It was agreed further discussion was needed on the siting and species of a new memorial tree before SPC could reconsider the request. The Clerk will contact the Tree Officer at TRDC for guidance.

**24/530                   SMARTWATER RESEARCH PROJECT RIVER CRESS**

The question was raised as to whether SPC want to participate in this. Cllr Diggins has previously had dealings with this organisation and felt there was no benefit in engaging with them again.

**HIGHWAYS**

**24/531                   TO RECEIVE THE LEAD COUNCILLORS REPORT**

- Buses: Is the new government going to put more money into local transport? SPC will seek information about the Red Eagle bus service. Cllr Diggins to speak to them.
- Personal Safety: Cllr Diggins raised a concern around how safe do people feel in the more remote, and dark at night parts of the Parish, and whether SPC should investigate this further. One suggestion was it might be worth SPC highlighting to parishioners basic personal safety advice. How best to do this needs further thought. Cllr Diggins also reiterated the suggestion he made at the previous meeting to widen footpaths through wooded areas where they are not impeded by fences on either side of the path. This approach has already been adopted in Chipperfield. It would also have the added benefit of opening up the tree cover to allow more light through to the under canopy. Harrock's Wood in Chandlers Cross would be an ideal candidate for this but needs the support of the Woodland Trust that manage the woods located there.

**24/532**

### **LETTER TO GO TO HERTS HIGHWAYS**

Cllr Diggins has composed a letter to accompany and introduced a 'Highways Report' being finalised by himself, Cllr Dobson, the Clerk, and Cllr Zerny. This seeks to give a comprehensive overview of the highway's issues being faced in the Parish with specific examples of where works are most urgently needed, and a call for action by the Highways Authority. It was noted in the discussion that followed there is resistance from some Sarratt residents on certain road safety improvements that they perceive as 'urbanisation' of the area, such as pedestrian crossings. Cllr Diggins argued that the roads in Sarratt don't have the level of vehicles that you would expect on rural roads, due to the proximity of the parish to the M25, A41 etc. As a result, Sarratt's roads are a rat-run for heavy traffic (particularly at peak times) which can be classified as urban-levels of traffic. In addition, a number of the vehicles also exceed the speed limits and although crossings may not be welcomed by all, some 'give and take' may be necessary for the safety of the Parish children and elderly. It was agreed further discussion was required on the report before it could be finalised. In the meantime, Cllr Diggins would progress the accompanying letter for distribution, independently of the report, to various bodies including, Herts County Council, our County & District Councillors and our local MP. The letter will call for a more strategic approach to the highways issues in Sarratt Parish and request a meeting(s) with those that can drive forward a more holistic plan. At this point the 'Highways Report' once finalised and agreed by Council, can be used to give specific examples of the problems.

## **OTHER BUSINESS**

**24/533**

### **PLAYGROUND UPDATE**

Cllr Alder has been working through the 'snagging list' on the new playground with Caloo, the playground installers. He was able to confirm the iron rod protruding from the ground has been removed and the loose timbers on the toddler slide have been fixed. He has also received confirmation from Caloo for a complete change of the surface of the basketball court which has been shedding small beads. Caloo will replace this with an alternative material at no cost to SPC. It was noted the spinning see-saw has been the subject of some concerns on local social media about the speed at which it spins round. Cllr Alder will discuss this further with Caloo.

**24/534**

### **PAVILION UPDATE**

In the absence of Cllr Dobson, District Cllr Reed gave an update. At the meeting of the TRDC Policy & Resources Committee on 11 November, it was recommended a sum of £200K be provided to SPC for the KGV Pavilion extension and refurbishment from TRDC CIL funds. This will be ratified by a meeting of the full TRDC Council on 10 December. This will be in addition to the £30K already pledged from SPC's own

CIL funds, the KGV Charity and a local benefactor, plus £7,750 from the National Lottery. However, the total cost of the project is ca. £395K, leaving a shortfall of around £160K. The TRDC P&R Committee have assumed this will be funded by the Football Foundation. However, whilst positive noises have been made from the Football Foundation this is not yet guaranteed. Cllr Dobson will be following up with TRDC and the KGV Football Club on her return.

**24/535 VE80 CELEBRATIONS – CLLR DIGGINS**

At the moment, the only indication from TRDC on what they would like included in a celebration is the lighting of beacon. Cllr Diggins suggested that the formation of a sub-committee may be useful, to include all community groups, Sarratt School and Carol Chorley.

**DISTRICT COUNCILLORS UPDATE**

**24/536 TO RECEIVE DISTRICT COUNCILLORS REPORT**

District Cllr Reed explained that following the District Council now being in 'No Overall Control' (meaning no party has a majority) business has been slower at the District Council.

District Cllr Reed also provided an update on the recently announced local government reorganisation that has been proposed by the new Government. He explained that the new Government is going to require every part of England have a mayor, with Sarratt likely to be either included in a new Mayor of Hertfordshire or Mayor of Hertfordshire and another county. He explained his own reservations about these proposed changes and that there will be a consultation by the Government on the matter either towards the end of this year or at the start of next year.

District Cllr Reed also informed us of Hertfordshire County Council's proposals to make the 60 mph parts of Grove Mill Lane, 40 mph. SPC is in favour of this as it is seeking to reduce the speed of roads in Sarratt.

**24/537 CORRESPONDENCE**

Letters and emails relating to highway matters have been received and are being included in the Highways Report being compiled at the moment.

**24/538 COUNCILLORS QUESTIONS AND COMMENTS**

There were none

**24/539 DATE OF NEXT MEETING 10 DECEMBER 2024**

**The meeting ended at 22:35**