

SARRATT PARISH COUNCIL

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MINUTES of the Sarratt Parish Council Meeting held on Tuesday 14th January 2025 in the Rear Upstairs Hall, Sarratt Village Hall

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

In attendance: 1 member of the public
Mrs Mortimer, Parish Clerk

24/565 APOLOGIES AND ANNOUNCEMENTS

There is a standing apology for absence for Cllr Garvey until the conclusion of her studies. District Cllr Ciaran Reed did not attend.

24/566 DECLARATIONS OF INTEREST AND DISPENSATIONS

None

24/567 PUBLIC QUESTION TIME

There were no questions

24/568 2024 MINUTES OF THE LAST FULL COUNCIL MEETING ON DECEMBER 10TH

It was resolved to adopt the minutes of the previous meeting as a true and accurate reflection of the meeting.

Proposed: Cllr Diggins; Seconded: Cllr Zerny

24/569 MATTERS ARISING FROM THOSE MINUTES

None

24/570 TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE COUNCIL

Minutes of the TRDC Policing meeting attended by the Clerk were circulated to all Councillors prior to the meeting. The Clerk reported that the meeting had been very worthwhile, and that she had been able to communicate the individual demands of Sarratt Parish in Policing terms.

Actions: Cllr Dobson to speak to the Chair of Croxley on the possibility of a PCSO share. She will enquire as to what percentage of a PCSO Sarratt might be able to secure, and for how much.

Tree works	Ash tree at the corner of the Cricketers Pond and Sarratt School	Quotation received from Tree Monkey for the removal of limbs and overhanging growth	Permission has now been granted by TRDC. This work will be carried out on 24 th April
Sycamore on The Green			UK Power estimate 16 th /17 th January for the work, as long as TRDC has granted permission
Tree Felling as part of the Woodland Management Plan	Map and details of trees to be felled sent to three contractors		Cllr Garvey to discuss the work with John Jones in the light of Cllr Lowry's budgeting comments
Cricketers Pond Clearance	Two site meetings with pond contractors	Speaking to Chilterns National Landscape For a one-off grant	Already received one quotation. Awaiting others from Clearwater and Justin Linnell
Fibre Broadband System in the office		System suggested with a small saving each month	Details sent on to Lee for consideration
Drainage Maps	Contacted Affinity who sent me to Thames Water	They have provided a narrative conclusion about the drainage at the school/pond	Continuing to follow this up with Herts Highways, Now with the help of Premises Secretary at Sarratt School
Highways Dossier			Awaiting meeting date
Historic artifacts found on the Green	SPC agreed Greg Edmund could metal detect on the Green after the Boxing Day Fair	Sarratt Village Hall Committee have agreed to a display cabinet being erected in the Rear Hall	2024 findings very successful. Greg will be issuing a report
Three Rivers, Parish Councils and Police meeting	Time: 1:30pm Date: Wednesday 11 December		Clerk attended – Minutes appended to associated papers
Allotment request		New tenant secured	Has all the paperwork and is planning to visit
Contacted Julian Thornton			Trying to confirm continuation of the strimming subsidy and any other available grants

Defibrillator	Defib at The Old Forge used and not returned to the box. Mr Dix thought it had been stolen	Returned to the parish office and picked up by Catapult Services Purchased 2 sets of pads at £59 plus VAT for the used defib and for the Office. The KGV pads expire in April / May and will need replacing.	Have asked Mike Edmund to design a small weatherproof sign directing what to do with the machine after use. Clerk to order these. Council approved the renewal of the servicing contract.
Report of blocked sewer in Dimmocks Lane	Correspondence and intervention by Cllr Diggins.	Problem fixed	Clerk to see if garden clean-up has taken place satisfactorily
Definite maps	Compiling definitive maps for the Paish	Correspondence with TRDC Andrew Blake	Cllr Farman noted these are accessible through links already provided
Jean's report	Bus detours due to road closures Numberplate thefts	Clerk has been unable to get Red Eagle to agree to notify us of route changes	Clerk to contact Herts Highways to ask for a mechanism for knowing about road closures over the phone so that she can communicate this to the Parish.
Emergency Response Centre training	The Village Hall Committee have agreed the hall can be used as an evacuation centre in the event of a major disaster in the district which results in people having to evacuate their homes	Training dates: Two half day sessions at TRDC Offices. Session 1: Tuesday 28 January 10am – 1pm (Penn Chamber) Session 2: Wednesday 5 February 1pm – 4pm (Penn Chamber)	Clerk to attend and alerted Larry from Village Hall
Travel Link	Shopper Bus Service Tuesday and Thursday with home pick-up to Rickmansworth £3. Also available for group trips on Wednesdays		Clerk to look for flyers advertising the Shopper Bus Service. With Jackie Creeds help, we're getting the bus link working for parishioners to use.

24/571a

ADDITIONAL MATTER – KGV PLAYGROUND UPDATE

Cllr Alder was able to report that Caloo had applied a new surface to the basketball area of the playground. Cllr Alder will confirm that the work is satisfactory and that the job can be closed. SPC thanked him for his persistence in this matter.

PLANNING

24/572

TO RECEIVE THE LEAD COUNCILLORS REPORT

Neighbourhood Plan:

There has been another delay in this process as TRDC issued an old version of the plan for the District Consultation over Summer 2024. It appears TRDC also passed the old version to the Examiner for her latest review of the plan. It is more than likely the District Consultation will therefore have to be re-run with the correct version. TRDC have assured us the latest version will go out for consultation as soon as possible. The Examiner has requested a couple of rewrites and has sent exemplars to help us do this quickly. It is hoped it will still be possible to present the plan for a Parish Referendum at the same time as the local elections in May.

Royal British Legion Planning Application:

Cllr Farman has drafted SPC's comments on the planning application based on the points raised at last month's meeting. Cllr Farman has also been in touch with Suzanne O'Brien who is the Planning Officer assigned to the application.

Penmans Green – alterations to verges:

Cllr Farman has drafted a letter to go to Penman's Green residents advising permission is required for alterations to Penman's Green, particularly the grass verges which are owned by SPC.

Action: Clerk to issue letter to residents of Penmans Green.

24/573

PLANNING APPLICATIONS

- [Prior Approval: Single storey rear extension \(depth 8.00 metres, maximum height 3.85 metres, maximum eaves height 3.35 metres\)](#)
Doggetts Penmans Hill Chipperfield Kings Langley Hertfordshire WD4 9DJ
Ref. No: 24/2069/PDE & 24/2070/PDE & 24/2071/PDE
{Same response for each of these 3 applications}
SPC: Noted. We understand this property is locally listed so we request that checks are made that these proposals do not impact that status.
- [Erection of a part single, part two storey rear extension; raising of ridge height; front and rear dormers and front roof lights; alterations to fenestration and internal alterations.](#)
Tarn Dunny Lane Belsize Kings Langley Hertfordshire WD4 9DQ Ref. No: 24/2047/FUL
SPC: No objection on the basis this extension is less footprint than permitted development options and due to the existing plot size there is no impact on the neighbouring properties.
- [Variation of Condition 2 \(Plans\) pursuant to planning permission 23/1192/FUL to allow the raising of ridge height, addition of two rear dormers; installation of rooflights to flat roof and side elevation, alterations to fenestration detail.](#)
Corner House Redhall Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4LX Ref. No: 24/2008/FUL
SPC: No objection to this variation on the basis that it will have very minimal external effect and will increase the use of insulation.

- Prior approval: Enlargement of the dwellinghouse by the construction of one additional storey (4.77m 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: 24/1919/PDT
SPC: Noted. We assume checks will be made to ensure that neighbouring properties are not unduly impacted by this application.
- Demolition of existing conservatory, erection of a two storey side extension including accommodation in the roofspace served by rooflights and internal alterations
 Dellfield House Plough Lane Sarratt Rickmansworth Hertfordshire WD3 4NL Ref. No: 24/1981/FUL
SPC: No objection on the basis this application will result in minimal footprint change, not impact any neighbouring properties and will significantly improve energy efficiency.
- Erection of a single storey side and rear extension; erection of a single storey front extension; internal alterations.
 Langdale Bucks Hill Kings Langley Hertfordshire WD4 9AT Ref. No: 24/1975/FUL
SPC: No objection on the basis that this application appears to be smaller and will have less impact to neighbouring properties than the previously approved application.
- Certificate of Lawfulness Proposed Development: Demolition of existing conservatory and side projection; construction of a single storey side and rear extension; and alterations to fenestration.
 Sandfield Dawes Lane Sarratt Rickmansworth Hertfordshire WD3 6BQ Ref. No: 24/1964/CLPD
SPC: No objection
- Demolition of existing buildings and construction of four dwellings including terraces with associated landscaping and parking provision.
 Cottage Farm Redhall Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4LT Ref. No: 24/1950/FUL
SPC: We welcome the intention to redevelop the underutilised and deteriorating existing buildings and the aim to bring biodiversity net gain to this site. As the site is in Green Belt, exceptional circumstances are needed to override policies to allow building of new dwellings. Unfortunately we do not believe that 4 bedroom houses match the local needs and as such do not qualify as exceptional circumstances. We would like to also note that it is understood that most of the current vehicle traffic enters the neighbouring site, so the result of this application may lead to an increase in vehicle traffic on the application site.
- Prior Notification: Change of use of 3no. agricultural building to flexible commercial use Class C1 (hotels)
 The Mulberry Bush Moor Lane Sarratt Hertfordshire Ref. No: 24/1995/PDF
SPC: Noted. We also note that the Herts Highways response incorrectly includes the Dawes Lane entrance as access. The Dawes Lane entrance by

formal agreement is for agricultural use only, so will not apply for the leisure use referenced in this application.

24/574

PLANNING DECISIONS

This month, all the decisions made by TRDC were aligned with SPC's comments.

- [Prior Approval: Single storey rear extension \(depth 5.40 metres, maximum height 2.59 metres, maximum eaves height 2.59 metres\)](#)
The Laurels White Shack Lane Chandlers Cross Rickmansworth Hertfordshire WD3 4ND Ref. No: 24/1918/PDE
SPC: Noted
TRDC: No objection
- [Certificate of Lawfulness Proposed Development: Stationing of caravan/mobile home for ancillary residential use.](#)
Penmans Penmans Green Sarratt Kings Langley Hertfordshire WD4 9AZ Ref. No: 24/1801/CLPD
SPC: Noted
TRDC: Approved
- [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.
TRDC: Approved (ancillary restriction added)
- [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 information provided and other inputs that it will provide 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.
TRDC: Refused
- [Neighbouring Authority Consultation: Buckinghamshire County Council PL/24/2859/FA: Reconfiguration of existing 9-hole golf course and construction of a golf driving range; construction of green plateau for use as football playing pitches, including 1no. permanent 11v11 football pitch with floodlights; erection of temporary changing facilities; erection of permanent clubhouse; and associated access, landscaping and parking.](#)
Chiltern Hills Golf Course, Green Street, Chorleywood, Hertfordshire Ref. No: 24/1946/NAC
SPC: Noted
TRDC: No objection

24/575

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

24/576 DECEMBER BANK RECONCILIATION AND PAYMENTS £2,023.13

The balance in the Co-Operative current account was £77,039.65 at the end of December. This includes the receipt of SPC funds hitherto unavailable in a Santander Account – which is now closed. Funds of £29,764.15 have been transferred to the instant saver account. The balance on the 95 day account is £10,267.05

Bank transactions of £2,023.13 since the last meeting were presented for Council's approval.

Proposed: Cllr Diggins; Seconded Cllr Farman

Cllr Lowry is looking into the CCCL organisation which exists to serve Local Government and charities, with the intention of depositing a large sum there, so SPC money can earn a good level of interest. The current account should happily continue with a balance of approximately £30,000

24/577 RESULTS FOR THE THIRD QUARTER

SPC results for the third quarter, nine months to December 24, in terms of cash flows received to-date, are total receipts of £351,993 which includes the grant from TRDC for the KGV playground. Subsequent cash flows out and payments for the playground equipment, are £315,885, giving a remaining budget allowance for the final quarter to March 2025 of £36,108.

The above figures have also been adjusted and shown to Council excluding the TRDC grant and KGV playground equipment, to give a more representative comparison against previous years. The income received to date is £119,824, representing 97.76% of expected receipts for the year. This reflects the current situation as SPC has received all the precept for the year and bulk of its other income sources for the year. Adjusted expenditure for the 3rd quarter is £83,715, again giving a remaining budget allowance of £36,108. Expenditure to date represents 69.65% of available budget which is slightly below the expected 75% level of spend for this quarter indicating that the Council is on course, albeit for any exceptional circumstances, to meet its planned budget for the year.

24/578 TREE EXPENDITURE AND QUOTATIONS

SPC has £6,200 in Earmarked Reserves for tree work this financial year, so Cllr Garvy can progress with removing the infected Ash before end March. There is just over £11K in the budget for tree work in 2025/26, but we are likely to be able to top this up from a general underspend in 24/25, to have

the £20K needed to clear the Ash triangle at the bottom of Red Lion Lane. It was agreed that splitting the work into 3 lots necessitating 3 road closures, and at a cost of £2-3K per closure meant it would therefore be much more cost effective for the work to be done in one go. SPC will confirm in March that there is sufficient surplus from the 24/25 budget to allocate 'top-up' funds to the tree work to enable this to proceed. It was agreed that for subsequent years, SPC needs to understand the approximate cost each year of executing the work proposed in the 10-year Woodland Plan so for the next 3-4 years we can budget accordingly. It was agreed that the overseeing the Woodland Plan execution, was too much for the Environment Councillor to undertake. We therefore need someone, and/or a body, who can project manage this for SPC. SPC suggested asking Andrew Taylor at CMS for his recommendations. Also, Will Hobhouse who may know someone who has experience in project managing woodlands work.

Actions: Clerk to ask Chorleywood Parish about their Rangers and how they project manage their woodlands. Cllr Dobson to contact Will Hobhouse.

Cllr Lowry to assess whether reserves could be used for the work on the Cricketers Pond.

Clerk to continue to investigate Grants for both tranches of work.

24/579

PRECEPT SUBMISSION UPDATED BANK D AMOUNT

Following submission of the Precept request for 2025/26 TRDC has advised the number of households in Sarratt Paish has fallen by 8 houses. This has resulted in the amount of Council Tax payable by each Band D equivalent household in the Parish for SPC's services increasing by 68p from £100.39 to £101.08.

24/580

SPC POLICIES FOR REVIEW

The following policies were reviewed:

- Code of Conduct (Dec 23)
- Complaints Procedure (Dec 23)
- Grievance Procedure (Nov 23)
- Unreasonable and Vexatious Complaints (Dec 23)

It was agreed no alterations were necessary and it was resolved to re-adopt them.

Proposed: Cllr Diggins; Seconded: Cllr Farman

The policies will be amended to reflect the new adoption date and be displayed on the SPC website.

ENVIRONMENT AND SUSTAINABILITY

24/581

TO RECEIVE LEAD COUNCILLORS REPORT – CLL GARVEY

Cllr Garvey's report this month focused on execution of the tree work required by the Woodland Management Plan – see comments under Agenda item 24/578

HIGHWAYS

24/582

TO RECEIVE THE LEAD COUNCILLORS REPORT

I – Roads

Severe weather has exposed the poor condition of our roads; a diversion, following the sewage leakage in Dimmocks Lane, was via Bottom Lane, which was completely flooded!

Our letter to HCC Highways and our County and District Councillors, has received an acknowledgement from County Councillors' Roberts and Williams and from the office of Gagan Mohindra MP. Cllr Williams has been chased to help organise the meeting with Herts Highways' officials.

Action: Cllr Diggins to pursue Herts Highways for a face-to-face meeting date.

Reporting: Parishioners are requested to continue to report faults to: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/report-a-problem/report-a-highway-fault/what-type-of-fault-are-you-reporting.aspx> or via the Parish Office.

II - Sewage Leak Dimmocks Lane.

A severe sewage leak, affecting many properties, occurred just after the New Year. Thames Water were very slow to respond but eventually resolved the blockage. Outstanding immediate issues include the clean-up and compensation for householders affected. Longer-term, it would be good to know if this a bigger problem within the village and, looking ahead, how the system will cope with up to an extra 100 houses going forward. It is understood there is not a specific record of sewage leaks, but residents may be able to advise. Cllr Diggins' understanding on the planning applications, from his experience is that Thames Water will only comment once the detailed plans are submitted and commentary tends to be minimalist. Although not unhelpful it will tend to be of "...the system can/can't cope", or, "...the following additions are required."

Action: Clerk to investigate how well Thames Water cleaned up after the sewage spill.

III - VE Day Celebrations

It is unclear when we are going to commemorate this event: on Thurs 8 May; or at the weekend? If on 8 May, is it a Bank Holiday? If the weekend, which day? Cllr Diggins is presuming Sun 10. If he could see anything that has been produced or originated from government that would be helpful. Cllr Diggins has contacted the Battle of Britain Memorial Flight (BBMF) and asked whether, as they are doing a 'fly-past' at Croxley, they could include us. It is too late to request a 'bespoke' fly-past but he has been advised they may be able to do a 'display on the way'. Details are important: what date/time is the Croxley fly-past?

Finally, the Royal British Legion has reached out. It is looking for any surviving veterans, or those with strong memories of either VE Day (8 May) or VJ Day (15 Aug). Their contact form is here: <https://www.britishlegion.org.uk/get-involved/remembrance/remembrance-events/remembering-the-end-of-the-second-world-war#:~:text=2025%20marks%2080%20years%20since,War%20generation%20is%20always%20remembered>. If residents know anyone would be willing and able to support the RBL events but who are uncomfortable with the electronic forms, please contact the Parish Office.

Action: Cllr Diggins to contact key organisations in the parish about a VE Day event and write an article for Spotlight.

24/584 TO RECEIVE DISTRICT COUNCILLORS REPORT

The District Councillor did not attend the meeting.

24/585 CORRESPONDENCE

The organisers of the Sarratt Fair have advised they would like to book a date in July for the Fair. The date last year, was unsatisfactory as it came after the schools had broken up for summer, with many families were already away. SPC would very much like the Fair to be reinstated in May. It had previously been moved to July due to COVID, and last year due to a clash with the Coronation Day celebrations.

Action: Investigate whether the Fair would be willing to return to coming to Sarratt on the May Bank Holiday. Find out whether this would coincide with the VE D80 Day celebrations.

24/586 COUNCILLORS QUESTIONS AND COMMENTS

There were none

24/587 DATE OF THE NEXT MEETING FEBRUARY 11TH 2025

The meeting ended at 10:30 pm