

# SARRATT PARISH COUNCIL

Parish Office, Village Hall,  
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## **To all Members of the Parish Council**

**Cllrs:** David Turner, Anthony M. Soothill, Sarah Dobson, John E. Gell, Michael Groom, Nick Mortimer, Mike Musk, Dave B.Rees, Peter Thorp.

Copy To:- County Cllr. C Hayward.  
District Councillors Butler, Hayward & Kenison,

**Note:- Public and Press are welcome.**

**Parishioners and other interested individuals are invited to attend and take part in the proceedings.**

Dear Councillor,

You are hereby summoned to attend the meeting of the SARRATT PARISH COUNCIL to be held in THE BACK ROOM, THE VILLAGE HALL, THE GREEN, SARRATT, on Tuesday 17<sup>th</sup> April 2018 at 7.30pm, when it is proposed to transact the business specified in the following Agenda.

## **AGENDA**

### **277/17 APOLOGIES AND ANNOUNCEMENTS**

To receive and accept apologies for absence and make announcements.

### **278/17 DECLARATIONS OF INTEREST**

### **279/17 MINUTES**

To confirm and sign the Minutes of the Council Meeting held on 20<sup>th</sup> March 2018

### **280/17 MATTERS ARISING AND ACTION PLAN**

To Note Matters arising from the previous Minutes

### **281/17 TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE COUNCIL**

### **282/17 TO RECEIVE AND NOTE THE CLERK'S REPORT**

**PLANNING**

**283/17 LEAD COUNCILLOR'S REPORT**

**284/17 TO COMMENT ON PLANNING APPLICATIONS**

To discuss and agree comments on the planning applications on the attached sheet

**285/17 TO NOTE PLANNING DECISIONS**

To note the planning decisions that have been made since the last meeting.

**POLICY & RESOURCES**

**286/17 LEAD COUNCILLOR'S REPORT**

**287/17 PARISH PLAN**

To update on the Parish Plan and approve sending questionnaire to print

**288/17 GENERAL DATA PROTECTION REGULATION**

To discuss the implementation of the GPDR. Report to follow

**289/17 APPROVAL OF CHEQUES**

To note the cheques paid out in March

**ENVIRONMENT**

**290/17 LEAD COUNCILLOR'S REPORT**

**291/17 FOOTPATHS**

To receive any news on The Greens or Footpath

**292/17 CRIME AND ANTISOCIAL BEHAVIOUR**

To receive the latest newsletter from the police.

**HIGHWAYS**

**293/17 LEAD COUNCILLORS REPORT**

To receive a report on Highways matters

**294/17 CORRESPONDENCE**

**295/17 PUBLIC QUESTION TIME**

**296/17 COUNCILLORS QUESTIONS & COMMENTS**

To receive questions and comments from Councillors

**297/17 DATE OF NEXT MEETING**

The date of the next meeting will be Annual Parish Council meeting on Tuesday 15<sup>th</sup> May 2018, to be held in the back room, the Village Hall, The Green, Sarratt. **The Annual Parish Meeting will be held on Tuesday 24<sup>th</sup> April 2018**

**298/17 PART II**

To pass resolution that the Press and Public may be excluded due to the confidential nature of the business under Section 1 Sub Section (2) of the Public Bodies (Admission to Meeting) Act 1960 from any items on the Agenda which are deemed to relate to exempt information

**299/17 DAWES COMMON**

To discuss access issues

*J Dawes*

Mrs J Dawes  
Clerk to the Council

**Date: 11<sup>th</sup> April 2018**



**Minutes of the Sarratt Parish Council held on Tuesday 20<sup>th</sup> March 2018 in The Village Hall, The Green, Sarratt.**

**Present:**

**Councillor D Turner  
Councillor S Dobson.  
Councillor J E Gell  
Councillor N Mortimer  
Councillor M Musk  
Councillor Rees**

**In Attendance:**

**Mrs J Dawes, Clerk to the Council  
District Councillor Marilyn Butler  
District Councillor Alex Hayward  
4 Members of the public**

**Action**

**253/17 APOLOGIES AND ANNOUNCEMENTS**

Apologies were received from Councillors Groom, Soothill & Thorp

The Office would be closed on Thursday 29<sup>th</sup> March until Monday 9<sup>th</sup> April.

**254/17 DECLARATIONS OF INTEREST**

There were none.

**255/17 MINUTES**

It was proposed by Councillor Musk seconded by Councillor Gell and **RESOLVED** that the minutes of the meeting of the Parish Council held on Tuesday 20<sup>th</sup> February 2018 be signed as a true record.

**256/17 MATTERS ARISING AND ACTION TRACKER**

The Clerk updated the Council on the outstanding Actions. She had not managed to get the information regarding the panic alarms. It was agreed that an approach should be made to Sarratt Care to establish if they know the number of people affected and to seek a private supplier.

**257/17 REPORTS FROM REPRESENTATIVES TO OTHER BODIES**

Councillors Rees & Soothill had attended the TRDC Planning Committee meeting to make the Parish Councils objection to the application for the British Legion Site. The application had been withdrawn at short notice.

Councillor Mortimer had attended a KGV meeting. A quote of £6,000 had been submitted for pitch maintenance. This would take most of the allocated grant and the football club had been asked to obtain further quotes.

Councillor Dobson had attended a meeting of the SCCF to carry out planning for the village day on 10<sup>th</sup> June. The Clerk had obtained the TENS application form and passed it on to Councillor Dobson. The Clerk was asked to pass on the details of the insurance company used for the Boxing Day car show.

Clerk

**258/17 CLERKS REPORT**

The Clerks report is attached to these minutes.

**259/17 LEAD COUNCILLORS REPORT – PLANNING**

The main planning concerns in the parish at present was the future of the of the RBL and the affordable housing application for Dawes Lane that had been lost on appeal.

**260/17 PLANNING APPLICATIONS**

It was **RESOLVED** that the following observations be made on the planning applications as shown on the attached sheet.

**261/17 DECISIONS**

The decisions made by Three Rivers District Council on the attached sheet were noted.

**262/17 LEAD COUNCILLORS REPORT - POLICY & RESOURCES**

The internal auditor would be coming to carry out the final audit on 22<sup>nd</sup> May. The Clerk warned that it may be necessary to call an extraordinary meeting in early June in order to sign off the accounts and annual return.

The website was having more content added to it on a weekly basis.

**263/17 PARISH PLAN**

A draft of the questionnaire for the Parish Plan had been circulated All Councillors were invited to submit their comments to Councillors Turner and Groom who would consider these and present a final draft for approval at the Council meeting in April for distribution in May

**264/17 APPROVAL OF CHEQUES**

It was proposed by Councillor Mortimer seconded by Councillor Dobson and **RESOLVED** that the cheques for February be approved.

**265/17 LEAD COUNCILLORS REPORT – ENVIRONMENT**

The easy access footpath route map had now been completed and would be put on the website. The boomerang posts have been put in today and it was agreed that more should be purchased to keep in stock for use in other areas.

**266/17 FOOTPATH AT THE CHURCHYARD**

The map supplied was discussed it was agreed that it wasn't clear from the map the position of the new gates. It was not intended that the footpath be diverted. Permission would still need to be obtained from HCC Rights of Way Officer. The farmer in the adjoining field had requested that the gate be a stockproof kissing gate. It was agreed that further clarification was required on

the location of gates and full costings obtained before a final decision was made.

**267/17 FOOTPATHS**

3 Kissing gates had been added to the P3 grant application.

**268/17 CRIME AND ANTISOCIAL BEHAVIOUR**

There had been 1 burglary in Church Lane. TRDC were going to consult on a PSPO order for dogs to be kept on leads on the footpaths in The Grove.

**269/17 LEAD COUNCILLORS REPORT – HIGHWAYS**

Councillor Gell updated the Council on the current position. He had reduced the spreadsheet to just current works.

Sarratt Road works appear to be completed. The Clerk was asked to enquire if this was the case.

Church Lane will be closed at various points over the course of the month. It will be open over the Easter period. Dawes Lane road closure order had been applied for in order to repair the blocked drains.

**270/17 CORRESPONDENCE**

Affordable Housing Survey The Clerk had received an emailed copy of the questionnaire from Arc4 after the office had closed on Friday. She had received a number of complaints on Monday morning about the intrusive nature of the questions.

The Council were very disappointed that they had not been consulted in any way about this questionnaire and that by the way it had been done was very misleading and looked like it had come from the parish council.

It was agreed that a note should be put in Spotlight and on the website to ensure that parishioners were informed that it had not been commissioned by the Council and letters of complaint should be sent to Arc 4 and Thrive Homes. District Councillors Butler and Haywood would bring it to the attention of TRDC.

A letter had been received from a resident about the logs opposite Red Lion Lane. The contents had been noted and points taken on board.

**271/17 PUBLIC QUESTION TIME**

District Councillor Haywood informed the Council that there were a number of vacant garages in the Parish and that TRDC were looking at sites to place homeless units.

**272/17 COUNCILLORS QUESTION & COMMENTS**

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The Youth Club had started and was having a good attendance. The next priority would be to reach out for volunteers to help.

Councillor Musk had seen some sculptures on the news for the WW1 Centenary showing the outline of soldiers. The Clerk would investigate and report back the costs for the next meeting.

Clerk

**273/17 DATE OF NEXT MEETING**

The next meeting will be held on Tuesday 17<sup>th</sup> April 2018 at 7.30 pm in the back room of the Village Hall.

**274/17 PART II**

It was proposed by Councillor Turner, seconded by Councillor Mortimer and **RESOLVED** that the Press and Public may be excluded due to the confidential nature of the business under Section 1 Sub Section (2) of the Public Bodies (Admission to Meeting) Act 1960 from any items on the Agenda which are deemed to relate to exempt information

**275/17 SARRATT VILLAGE HALL**

It was agreed that the Parish Council would support the proposal by the Village Hall

**276/17 THE MULBERRY BUSH**

The letter sent regarding access was noted

The meeting closed at 9.30 pm

Clerks Report March 2018.

I attended the second part of a planning seminar with Councillor Soothill last month. I found it quite informative and it has given me some ideas on ways that I can improve the way that we respond to planning applications and I will be starting to work on it to bring it into use for the start of the municipal year.

The company that gave the presentation regarding GDPR has come back to us with a figure for becoming DPO for all 6 Parishes in the district. It will be done on a sliding scale and at present is looking to be about £350 for Sarratts contribution. A full paper will be brought to the April meeting. Reports will be needed for the APM by 6<sup>th</sup> April so that I can produce the annual report. I will be on leave from 29<sup>th</sup> March until 9<sup>th</sup> April.

Jan



**New Applications Received Between 01/03/2018 and 26/03/2018**

Item No :

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
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**New Application**

**18/0403/FUL**

12/03/2018	Melissa Turney	Mr & Mrs Garvey	Ashfield Red Lion Lane Sarratt WD3 6BN
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**Proposal :** Extension to roof to provide an additional bedroom and installation of dormer windows to front and rear elevations

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

**18/0429/PDA**

12/03/2018	Tom Norris	Mr M Dietz	Callipers Hall Farm Quickmoor Lane WD4 9AX
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**Proposal :** Change of use of former stables and farm office into a self contained dwelling with associated works

**Observations :** The Parish Council feel that as this is former stabling it does not meet the criteria for permitted development and that a full application should be submitted

**Applications Received :- 2**

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

**Minute Ref**

**Mon 12 March 2108**

**District Ref**

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

Page No : 1

E 18/0087/FUL

Approved

The Woodlands Penmans Green

List of Payments made between 01/02/2018 and 28/02/2018

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/02/2018	D Butler	100932	23.98		WEBSITE HOSTING
01/02/2018	SARRATT VILLAGE HALL	100933	2,500.00		grant
01/02/2018	cancelled	100934	0.00		cancelled
01/02/2018	SCG Projects	100935	1,400.00		websire
01/02/2018	LOCAL AUTHORITIES ADVISORY	100936	40.00		training
01/02/2018	VIKING DIRECT	100937	149.59		new shredder
01/02/2018	TBS Hygiene	100938	132.00		dog waste
01/02/2018	SARRATT VILLAGE HALL	100939	40.99		room hire
12/02/2018	ST JOHN AMBULANCE	100940	243.00		training
12/02/2018	B WHITEWOOD LTD	100941	3,099.60		groundwork
12/02/2018	EARTH ANCHORS	100942	2,023.14		new benches
28/02/2018	J Dawes	100943	1,570.22		wages
28/02/2018	Dacorum Borough Council	100944	319.61		attachment order
<b>Total Payments</b>			<b>11,542.13</b>		

\*\*\*\*\*End of Minutes\*\*\*\*\*

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## Clerks Report April

It has been a fairly short month with the Easter holidays and I therefore do not have much to report. If I haven't had your annual report can you please ensure that I have it by Wednesday 18<sup>th</sup> at the latest. Trudie has confirmed that she is able to do the refreshments for the evening.

I have now been informed that our Annual return needs to be signed off by Tuesday 12<sup>th</sup> June. As our internal auditor is not available until the 22<sup>nd</sup> May this means we will fall between meeting dates. We will therefore need to hold an Extraordinary meeting of the Parish Council on Tuesday 29<sup>th</sup> May to sign the accounts off.

Year end Payroll has been completed and the year end accounts should be done within the next few days.

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**New Applications Received Between 10/04/2018 and 30/04/2018**

Item No : 284/17

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
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**New Application****18/0454/FUL**

10/04/2018	Suzanne O'Brien	Mr & Mrs C	Potten Farm Chandlers Lane Chandlers Cross WD3 4NQ
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**Proposal :** Change of use of part of site from equestrian including demolition of existing stables and bar, construction of replacement buildings and conversion of stables to be used as craft / artisan workshop units with associated parking

**Observations :****18/0484/FUL**

10/04/2018	Melissa Turney	Mr & Mrs F	Mahogany The Common Chipperfield WD4 9BX
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**Proposal :** Single storey rear extension

**Observations :****18/0532/FUL**

10/04/2018	Jake Shiels	Ms D R	Sarum Templepan Lane Chandlers Cross WD3 4NH
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**Proposal :** Demolition of existing dwelling and outbuildings and construction of replacement two storey dwelling with alterations to drive and installation of gates to front

**Observations :****18/0595/RSP**

10/04/2018	Matthew Roberts	Mr L C	Green End Business Centre 93A Church Lane WD3 6HH
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**Proposal :** Part retrospective: Change of use of agricultural land to overflow car park and erection of hardstanding and earth bund including proposed landscape scheme.

**Observations :****18/0674/FUL**

10/04/2018	Tom Norris	Mrs I B	Grasmere Bucks Hill Kings Langley WD4 9AT
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**Proposal :** Demolition of carport, conversion of garage and store to habitable accommodation and erection of a single storey side extension linking garage to dwelling

**Observations :****18/0700/PDNA**

10/04/2018	Lauren Edwards	Mr D S	Woodland adj Great Westwood Equestrian Park Old House Lane
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Signed..... Date..... Page 13

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**New Applications Received Between 10/04/2018 and 30/04/2018**

Item No : 284/17

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
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**Observations :**

**Applications Received :- 6**

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

**Minute Ref**

**Tue 10 April 2018**

**District Ref**

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

Page No : 1

E 18/0087/FUL	Approved	The Woodlands
E 18/0173/LBC	Approved	Goldingtons
E 18/0279/FUL	Approved	Goldingtons
E 18/0280/LBC	Approved	Goldingtons
E 18/0308/FUL	Approved	Maybury
E 18/0312/FUL	Approved	Long Roofs

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**List of Payments made between 01/03/2018 and 31/03/2018**

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
05/03/2018	SCG Projects	100945	1,500.00		Website
06/03/2018	Croxley Alarm Systems Ltd	100946	114.00		Alarm service
06/03/2018	B WHITEWOOD LTD	100947	2,086.80		Groundwork
06/03/2018	AUDITING SOLUTIONS	100948	367.20		interim audit
06/03/2018	VIKING DIRECT	100950	35.68		STATIONERY
06/03/2018	Peter Thorp	100951	696.09		YOUTH CLUB EQUIPMENT
06/03/2018	W Kent	100952	86.40		wages
06/03/2018	Barriers Direct	100949	215.72		Barriers Direct
12/03/2018	J Dawes	100953	88.63		Youth club equipment
12/03/2018	A Soothill	100954	24.00		Youth Club equipment
12/03/2018	JRB TREEWORK	100755	2,000.00		Tree work
12/03/2018	Hertfordshire County Council	100756	276.84		Youth Club equipment
12/03/2018	Peter Thorp	100957	39.98		Youth Club equipment
12/03/2018	A Soothill	100958	406.99		Expenses
12/03/2018	cancelled	100961	0.00		cancelled
12/03/2018	TBS Hygiene	100960	132.00		Dog bins
12/03/2018	Leone Ashby	100962	227.46		Youth club equipment
12/03/2018	W Kent	100963	54.10		wages
27/03/2018	J Dawes	100964	1,683.80		Wages & expenses
27/03/2018	B WHITEWOOD LTD	100965	78.00		repair to The Green
27/03/2018	HM REVENUE & CUSTOMS	100966	3,981.64		TAX & NI
27/03/2018	TBS Hygiene	100967	165.00		Dog waste bins
		<b>Total Payments</b>	<b>14,260.33</b>		

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**SARRATT PARISH COUNCIL**  
**HIGHWAYS REPORT APRIL 2018**

On this month's spreadsheet we have included the Integrated Works Programme (IWP) for this financial year. The 2019/20 items are subject to alteration, amendment or possible cancellation; the exact position will be made later this year or early 2019.

Work recently completed on the Moor Road to Poles Hill section of Sarratt Road appear to many residents to be far from satisfactory. County had estimated that the cost would be £16,000; this we find difficult to justify since the bare minimum work seems to have been undertaken. Janice is to speak to Ian Brownell at County for his comments which we hope to report on at the Council meeting.

Whilst many residents may wonder at its very existence the state of the unclassified Rousebarn Lane is at last to be given a complete overhaul this year. Originally this lane was a through route to its other half in Croxley Green but was blocked up about 35 years ago half way along due to its dangerous condition with speeding vehicles.

The only addition to the spreadsheet is the possible closure of Dawes Lane up to Downer Drive starting on approx 26th April due to utility workings.

## SARRATT PARISH COUNCIL HIGHWAYS HAZARDS APRIL 2018

1	Dawes Lane	Flooding problems	Major drainage plans announced	Commencing 23	
2	Downer Drive	Road in poor state	Thin surfacing	2019/20 Subject to confirmation	
3	Church Lane	Utilities service works		Work now in progress	
4	Bucks Hill	provision of VA signs	HCC investigation and speed audit	Ongoing	
5	Sarratt Road	Green to top of poles hill	major refurbishment major kerbing and haunching works	Work completed but not satisfactory	See oral report
6	Sarratt Road(Solesbridge Lane to Sarratt 30 signs		Major patching and resurfacing	Programmed 2018/9 or 2019/20	
7	Solesbridge Lane		Local resurfacing	2019/20. To be confirmed	
8	Bucks Hill (top end)		Surface Dressing	Programmed 2018/19	
9	Bucks Hill ( Bottom Lane to Newhall Farm Access		Surface Dressing	Programmed 2018/9 or 2019/20	
10	Bucks Hill (Bottom Lane to Bucks Hill 30mph signs		Surface Dressing	Programmed 2018/19 or 2019/20	
11	Moor Lane(Down to County Boundary)		Patching	Programmed 2018/19	
12	Toms Hill (Templepan Lane to Newhall Farm Access		Local resurfacing	Programmed 2018/19	
13	Bragmans Lane	Surface Dressing	Surface Dressing	Programmed 2018/19	
14	Church Lane complete		Patching	2019/20 To be confirmed	
15	New Road (Parish Boundary to Church Lane)		Patching	2019/20 To be confirmed	
16	Alexandra Road		Thin surfacing	2019/20 To be confirmed	
17	Grove Mill Lane(Dist Boundary Watford to jnc Fir Tree Hill)		Pre Patching and Surface Dressing	2019/20 To be confirmed	
18	Redhall Lane(Jct Sarratt Road to Chandlers Lane)		Pre Patching and surface dressing	2019/20 To be confirmed	
19	Rousebarn Lane(Fir Tree Hill to Nurseries		Complete overhaul	[Programmed 2018/19	

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Signed..... Date.....