

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 1st February 2016**, at 8pm in the Hamilton Room.

Present: Councillors Hardy, Savill, Wilson, Stow, Docwra, the Footpaths Officer, the Clerk, and District Councillor Potter. County Councillor Helyn Clack was present for part of the meeting.

1. APOLOGIES FOR ABSENCE.

(396) Apologies were received and accepted from Councillor Edwards.

2. MINUTES OF THE PREVIOUS MEETING.

(397) The minutes of the meeting held on 4th January were approved and signed by the Chairman as a true and correct record.

3. MATTERS ARISING

(398) The Footpaths Officer confirmed that the replacement glass had all been fitted and cleaned. Councillor Hardy thanked him for his hard work in coordinating with BT and sorting out the matter so promptly.

(399) Councillors reviewed the quote for cutting back the laurels on Goulburn Green. The Footpaths Officer offered to do the work himself, and this was accepted. Councillor Stow offered to take the cuttings for burning.

(400) Councillors discussed response from Department of Transport regarding flight paths. Councillor Wilson advised that GATCOM has now produced a timetable for implementation of changes to Route 4. No further action.

(401) 'Respect and Remember' Volunteers – Clerk advised that Community Payback teams can be used for many activities, with the proviso that they do not replace work which would otherwise be paid for. Councillors to consider their use for future activities.

Action Items	Person Responsible	Deadline
Cut back laurel on Goulburn Green and remove cuttings	Footpaths Officer/ Councillor Stow	Asap
Respond to Community Payback coordinator	Clerk	Asap

4. DECLARATIONS OF INTEREST.

(402) There were no declarations of interest by councillors.

5. COMMUNITY POLICE REPORT.

(403) No police report was received for January.

(404) Councillors Hardy and Stow provided update from meeting 'Policing in your Neighbourhood' on 11th January, and circulation of presentation from meeting was noted. While overall police numbers in Mole Valley were technically increased, there are no longer dedicated officers for rural areas, and there will no longer be a regular police presence at council meetings.

(405) The request for a Mole Valley neighbourhood watch co-ordinator was reviewed, no volunteer was proposed.

Action Items	Person Responsible	Deadline
none		

6. OPEN FORUM.

(406) No members of the public attended the meeting

7. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(407) Footpaths Officer's report: Replacement of broken glass in telephone kiosk was co-ordinated. Reporting of fallen tree in Sandy Lane. Clearing of drains in Sandy Lane and Wonham Lane. Meeting with others regarding hedge beside school path (see below). Clearing litter accumulated over Christmas. Cutting back along path by David Hill's home and Old Wall Nursing Home. Potholes reported in Wonham Lane.

(408) Footpaths officer, District Councillor Potter and Clerk had met with Leila Jordan and Tracy Hinton from Circle Housing Association, and with representatives of Burleys, their contractor, at the hedge by the school footpath on 15 January, regarding the overgrowth of the hedge across the footpath. District Councillor Potter advised that Circle Housing had now confirmed that they would cut back the hedge by at least one foot before the spring, no date as yet confirmed.

(409) Councillors again raised concern over the build-up of mud and leaves on the footpath from the Coombe to the station, and at the entrance to the Coombe. Clerk advised that this had been referred to Mole Valley and agreed to chase urgently.

(410) Councillors discussed blocked drains on Station Road below Betchworth Station, which had caused dangerous ice to form on road and footpath in freezing conditions. It was believed that the drains had now been jetted by Surrey Highways, however because of amount of silt the problem could reoccur. Situation to be monitored.

(411) Councillors discussed Local Transport Review, Year 2 consultation. No Betchworth bus services were affected, no response to be made.

(412) GACC had requested support from members with specific skills, e.g. pilots. Councillors were unable to provide these skills – no response to be made.

Action Items	Person Responsible	Deadline
Contact Mole Valley regarding footpath from The Coombe to Betchworth Station	Clerk	Asap
Follow up with SCC regarding footpath at Chimney pots	Clerk	Asap

8. PLANNING

New Applications & Appeals (4)

(413) MO/2016/0004

4, Devonshire Avenue, Boxhill, Tadworth, Surrey, KT20 7JA

Erection of two storey rear and single storey side extensions.

No objection

(414) MO/2016/0038/PLAH

20, Rykens Lane, Betchworth, Surrey, RH3 7AB

Erection of 2 No. single storey side extensions and alterations to fenestration.

No objection

(415) MO/2016/0046
 11, Lazell Gardens, Betchworth, Surrey, RH3 7BF
 Erection of gazebo. No objection

(416) MO/2016/0077/DET
 Aerial Mast Vodafone, Betchworth Clump, Boxhill Road, Boxhill, Surrey
 Replacement of 2 No. existing antennas with 2 No. new antennas onto existing
 30m high lattice mast and installation of 2 No. additional ground based
 equipment cabinets within existing telecommunications compound.
 No objection

Late Planning Applications (1)

(417) MO/2016/0117/CAT
 2, The Walled Garden, Betchworth, Surrey, RH3 7DH (Actually Goulburn
 Green), Reduce canopy of one Holly tree (marked T1 on submitted plan) by up
 to 1.5 metres. Decision already made, no objections

Results (1)

(418) MO/2015/1904
 3 Elm Cottages, Wonham Lane, Betchworth
 Prior notification for the erection of a single storey rear extension of 6 metres
 deep and 3.7 metres high, with an eaves height of 2.45 metres. Approved with
 conditions: within 3 years, no variations to submitted plans, external materials
 to match existing building, no extensions permitted.

Appeal Decisions (0)

Other Matters

(419) Councillors unanimously agreed to approve the Deed of Variation for
 Goulburn Green allowing play provision. Councillors Hardy and Savill will sign
 the Deed. Councillor Savill will look at the wall and advise the council at the
 next meeting if he considers a professional survey should be commissioned.
 Once the laurel is cut back, some work on the fence and addition of mesh will
 be needed. Councillor Stow to contact Eibe to prepare them to go ahead with
 the installation of the equipment. Clerk to contact Rod Shaw at MVDC to
 confirm funding.

(County Councillor Helyn Clack joined the meeting)

(420) Councillors noted that the business of Atlantico Car Wash, Leigh Road
 was currently advertised as for sale. An alternative use of this land for a small
 development of affordable housing was discussed. Clerk to find out if this would
 be seen as a suitable site, and opinion of this option by immediate neighbours.

(421) Application for a 1 day premises license for a 'Sleepover' event at Henfold
 House, Beare Green was discussed. Councillor Stow advised that this is a
 charity event for children with Downs Syndrome for 60 families. Council had
 no objection.

Action Items	Person Responsible	Deadline
Request MVDC to send Deed of Variation hard copy for signature	Clerk	Asap
Inspect wall at Goulburn Green	Councillor Savill	7 th March
Contact Eibe	Councillor Stow	Asap

Contact MVDC regarding section 106 funding	Clerk	Asap
Contact MVDC re suitability of car wash location for small affordable housing.	Clerk	Asap

9. AMENITIES

(422) Burial Ground and Allotments new water supply – an estimate from the Betchworth Estate had been received for £4680 plus VAT, to be split 50/50 between the parish council & the estate, plus the charge from the water company for connection, and possibly a ballcock/trough arrangement. Councillors expressed concern at level of expenditure. Footpaths Officer reminded council that the current supply route was very impractical and pipework needed to be replaced. It was agreed that Clerk should make an application costing £100 to SESW for a connection to identify costs. Also to query with Estate whether proposed supply can be taken from corner of Walled Garden rather than further around the path, as current location of taps should be retained. Clerk also to look into potential grant applications, and ask SESW if they could also contribute. Clerk also to confirm what provision was made in 2016/17 budget.

(423) Councillors agreed that procedure to approve headstones should be for councillors to see the original letter, and picture where provided, at the council meeting before approval is given. All undertakers also to be written to in order to ensure that they understand and can filter unsuitable types of headstone before application is made.

Action Items	Person Responsible	Deadline
Make connection application to SESW	Clerk	Asap
Contact Graeme Manton re proposed route for supply	Clerk	Asap
Investigate grants/SESW donation	Clerk	Asap
Contact Burial Grounds Coordinator regarding approval procedure	Councillor Wilson	Asap
Write to Undertakers regarding unsuitable headstones	Burial Grounds Coordinator	Asap

10. COMMUNITY

(424) Councillor Hardy gave an update on Queen's Tea plans for 12 June in Councillor Edward's absence. It would be useful to have an idea of numbers – clerk to look up from Diamond Jubilee.

(425) There will be other events (beacons) countrywide on the Queen's actual birthday on 21st April, councillors agreed not to hold an event in Betchworth.

(426) Councillors Hardy and Stow reported back from their meeting with Mrs Douglass, new head of North Downs Primary School. The issue of parking was discussed, and Mrs Douglass will be raising this with SCC schools. Councillors agreed they would support an initiative to resolve the issue.

(427) Parish Council had been invited to comment on the Dorking Community Governance Review. As the village is not directly affected, councillors decided not to comment.

(428) Clerk advised that BHF funding for defibrillators and cabinets had run out for this financial year, before our application was put in. It was agreed to apply for funding for 2016/17 as soon as this opens. Clerk advised that

funding offer to include cabinet may not be repeated, but MVDC would still offer £300 towards it.

(429) Councillors approved request from FABB for an Easter Egg hunt on Goulburn Green on 31st March. Councillor Hardy had sent Clerk the risk assessment, details of the event, and minutes of the meeting to forward to parish council's insurers, and requested that the grass is cut ahead of the event.

Action Items	Person Responsible	Deadline
Look up attendance for Diamond Jubilee	Clerk	Asap
Apply for funding for defibrillator/cabinet	Clerk	When funding reopens
Confirm Easter Egg Hunt with insurers	Clerk	Asap
Confirm grass cut with Dave Elliot	Clerk	29 Feb

11. COMMUNICATIONS, IT

(430) Clerk advised that no progress with sourcing replacement website was made last month

(431) Clerk advised that village emails were now being circulated using Mail chimp programme

Action Items	Person Responsible	Deadline
Continue sourcing new website	Clerk	ongoing

12. FINANCE

(432) Receipt of £200 burial ground fees was noted (Parkes memorial)

(433) Clerk advised that when new councillors are added to bank mandate, all councillors are now required to sign the new form. Councillors signed bank mandate. The bank had also advised that they required further ID from some councillors – councillors to take these to a branch of HSBC.

(434) The current financial position was noted.

(435) The following accounts were approved for payment and cheques duly signed:

1.	Adria Kinloch (Tax refund Dec/Jan)	£	160.40
2.	Adria Kinloch (Clerk's salary & expenses)	£	558.96
3.	D G Tree Services LLP (Apple trees on Goulburn Green)	£	570.00
4.	Sutton & East Surrey Water Co (Application fee)	£	100.00

13. ANY OTHER BUSINESS

(436) The Footpaths Officer offered to paint the new fingerpost sign on Old Reigate Road white now that it has been in place for a year. This was accepted.

(437) The Clerk advised that there had been no response to the request to residents at Bovey Cottage to dim the lights onto Station Road. To carry over to next meeting.

(438) Clerk had contacted Hannah Gutteridge, Countryside Access Officer at SCC regarding state of the footpath at Chimney pots, Clerk to follow up.

(439) Councillor Wilson raised concern over very muddy patch of footpath from the church towards Brockham, where the new surface had become eroded. No further action agreed at this time.

(440) Councillor Wilson raised issue of rotting of post on gate at the Burial Ground, Clerk to request quotes.

(441) Councillor Docwra had raised concern over further advertising signs appearing at the quarry. Clerk had requested a policy update from MVDC – to follow up.

(442) Councillor Hardy requested that councillors avoid too much email 'chitchat', and refrain from selecting 'reply to all' where this is not necessary.

(443) Footpaths Officer reminded councillors of litter pick in March. (19th March not 12th March.) Clerk to send reminder on village email.

(444) District Councillor Potter asked when the white lines were being put back on the Street. Councillors discussed whether white lines were effective in reducing speeding.

Action Items	Person Responsible	Deadline
Paint fingerpost sign	Footpaths Officer	Asap
Carry over lighting at Bovey Cottage to next meeting	Clerk	Asap
Follow up with SCC regarding footpath at Chimney pots	Clerk	Asap
Request quotes for repair to gate in Burial Ground	Clerk	Asap
Chase MVDC regarding policy on roadside advertising	Clerk	Asap
Litter pick reminder on village email	Clerk	February

13. FUTURE MEETING DATES

(445) Next Parish Council Meetings – Mondays March 7th (Councillor Docwra cannot attend) and 4th April (Councillor Hardy cannot attend).

(446) 23rd February New Clerk training – Clerk to attend

(447) 10th March New Councillor training – Councillor Edwards to attend

(448) 10th March Community Resilience meeting at MV (Dorking Halls) – Councillor Hardy to attend

(449) Litter pick 19th March

(450) APM April 18th 2016. Speaker - Alex Bagnall, 'Hope Springs Eternal' Project. Councillor Hardy and Clerk have agreed the attendee list.

(451) Parish Magazine article, January deadline 15/02/2016. Clerk to write about March litter pick and APM.

Action Items	Person Responsible	Deadline
Confirm attendance at Community Resilience meeting	Clerk	Asap
Submit magazine article	Clerk	15/2/2016

(452) The Chairman closed the meeting at 9.45pm.

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