

## BETCHWORTH PARISH COUNCIL

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

Present: Councillors Hardy (Chairman), Edwards, Rogers, Stow, Higgins and the Clerk, District Councillor Potter.

### 1. APOLOGIES FOR ABSENCE.

(165) Apologies were received and accepted from Councillor Wilson, Councillor Docwra, and Footpaths Officer.

### 2. DECLARATIONS OF INTEREST.

(166) There were no declarations of interest for items to be considered at the meeting. Councillor Rogers has just started a new job and will send the Clerk an updated Declaration of Interest.

Action Items	Person Responsible	Deadline
Send new declaration of interest	Cllr Rogers	Asap

### 3. MINUTES OF THE PREVIOUS MEETING.

(167) The minutes of the meeting held on 4<sup>th</sup> July, incorporating a correction advised by Councillor Wilson, were approved and signed by Councillor Higgins as a true and correct record.

### 4. MATTERS ARISING

(168) Councillors agreed to adopt draft complaints procedure circulated previously. Clerk to add to website.

(169) There was no update received on Parr's Corner fingerpost so this item to be carried over to next meeting.

Action Items	Person Responsible	Deadline
Publish adopted complaints procedure on website	Clerk	Asap
Carry over fingerpost to next meeting	Cllr Wilson/ Clerk	September

### 5. COMMUNITY POLICE REPORT.

(170) The Clerk reported on a Mole Valley Clerks' meeting on 27<sup>th</sup> July, at which Inspector Richard Hamlin had attended. Operating under a directive, parish councils had been directed to the Police website for parish crime statistics as PCSOs would no longer prepare them. Cmdr Hamlin accepted that these were not as current as those available to local PCSOs, and advised that as a local arrangement parish clerks could request a report before parish council meeting if required. Police would also attend meetings if there was a serious local crime issue to discuss, and he intends to visit all parishes annually.

Action Items	Person Responsible	Deadline
Request previous month's crime details	Clerk	10 days before each meeting

### 6. OPEN FORUM.

(171) No members of the public were present.

## 7. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(172) Footpaths Officer's report: Written report read out to say that Footpaths Officer cleared vegetation from several footpaths and removed "gate" from Station Road, as well litter picking in Wonham Lane. Autumn litter pick was agreed for 12 November.

(173) Councillor Hardy mentioned that the footpath on Station Road past 'Evergreens' was overgrown with brambles and dangerous at night. Clerk to request Footpaths Officer to do some clearing there.

(174) Fly tipping of rubbish at carpark opposite Post Office was discussed, Councillor Hardy to ask Alan at the Post Office to clear or to report to Mole Valley.

(175) Clerk reported that Graeme Kane had attended Mole Valley Clerks' meeting where issues with verge cutting this year were discussed at length. Clerk asked councillors to let her know of any areas which had been missed, or done poorly (for example not strimming around street furniture) for her to report back to Mole Valley. She also advised that MV would collect brush and debris where local volunteer groups had cleared paths – to advise Footpaths Office

(176) Councillor Hardy advised that despite concerted attempt, the latest schedule for Pavement Horizon did not include The Street. Councillors agreed to continue to campaign for this work to be done. Clerk to respond to Anita Guy at SCC by 22 August proposing this pavement once again. Clerk also to request idea of cost for work so Parish Council can explore matched funding options.

(177) Councillor Hardy reported from the Dorking Rural Highways Forum on 27<sup>th</sup> July, that Surrey Highways had advised that they would be dealing with the drainage issues both at the bottom of Pebblehill and higher up, and had agreed access with Surrey Wildlife at Dawcombe Wood. Because of delays to resurfacing, lines would now be painted on the road, and redone following the resurfacing work, once drainage issues resolved. Clerk also to thank local resident who had raised drainage issue with Surrey Highways.

(178) Clerk advised that she is continuing to chase Surrey Highways for a response regarding traffic concerns outside Atkinson House, and has copied County Councillor Clack on the request.

(179) Councillors raised concern over cycling on the School Path, noting that there are signs at either end of the path but these are ignored by some. Clerk to include a plea for considerate behaviour in the next Parish Magazine.

Action Items	Person Responsible	Deadline
Request FO to clear footpath on Station Rd	Clerk	Asap
Fly tipping in carpark opposite Post Office	Cllr Hardy	Asap
Advise of any missed/ badly cut verges	All Cllrs	Ongoing
Advise FO that brush cuttings can be collected by MV	Clerk	Asap
Propose The Street Pavement for Project Horizon/ request costs	Clerk	22 Aug
Thank Pebblehill Resident	Clerk	Asap

## 8. PLANNING

### New Applications & Appeals (1)

(180) MO/2016/1107/CC

Brookfield, Snowerhill Road, Betchworth, Surrey, RH3 7AQ

Application to remove Condition No. 4 of approved MO/93/0671/PLA for erection of double garage and mower store, in order to allow conversion of garage to habitable accommodation No Comment

**Late Planning Applications (0)**

(181) There were no late planning applications.

**Results (2)**

The following results were noted.

(182) MO/2016/0634 The Old Studio, The Coombe, Betchworth  
Erection of single storey extension following demolition of existing garage with roof lights to roof elevations. Insertion of 1 No. dormer window to Southern gable end.

APPROVED WITH CONDITIONS - External materials to match existing, Restrictions on additional windows, Time Limit – Detailed, Ecological Condition, No Departure from Approved Plans, Surrey Wildlife Trust Letter re Biodiversity

(183) MO/2016/0737 4, Jubilee Terrace, Strood Green, Betchworth, Surrey, RH3 7JG (within 20m of Betchworth)

Erection of pitched roof to existing front dormer window and new pitched roof dormer window to rear roof elevation.

APPROVED WITH CONDITIONS – Time Limit, materials to match, No Departure from Approved Plans, report from Surrey Wildlife

**Appeal Decisions (0)**

(184) There were no appeal decisions

**Other Matters**

(185) Councillors noted that no reply has been received from manager of Atlantico Car wash to the letter from the Parish Council. Clerk questioned if ‘Community Trigger’ powers could be used by residents. District Councillor Potter had raised this already, without success. It was agreed that the Clerk could advise residents of these powers.

(186) Councillors discussed the breach of planning regarding external use of racking identified in the minutes of Buckland Parish Council’s July meeting, and noted that Karcher Service Centre was given 28 days in June to comply or put in a new application. As this period has elapsed, the Clerk was asked to contact Buckland Clerk to ascertain the outcome.

(187) Councillors discussed and agreed to make an objection to MVDC concerning what appears to be unauthorised advertising on the fence at Station Road and the roundabout on the A25. While the roundabout verge is County land, permission to put up advertising is the responsibility of MVDC. Clerk to draft a letter for councillors to review.

(188) Councillors noted the email received from owner of 4 Holmes Cottages regarding a planning application for an extension, and agreed to invite the owner to the meeting at which the application would be reviewed.

(189) Councillors reviewed details of the consultation on siting of a mobile caravan as a staff facility at Reigate Road quarry (SCC Ref 2016/0138/MO/) and had no comment to make.

Action Items	Person Responsible	Deadline
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Write to car wash neighbours regarding Community Trigger powers	Clerk	Asap
Contact Buckland Clerk regarding Karcher	Clerk	Asap
Draft letter of objection to advertising & circulate to councillors	Clerk	Asap
Invite owner of 4 Holmes Cotts to meeting	Clerk	When application received for review

## 9. AMENITIES

(190) Councillors agreed to adopt new allotment rules including extension of trial for permitted bonfires in winter months for another winter.

(191) One of the allotment holders had commented to the Clerk that compost bins provided are underused, and that she had been keeping the area strimmed as it was getting overgrown. Clerk to write to allotment holders to suggest that they can agree whether they wish to use the bins where they are sited or move them to their own plots.

(192) Councillors considered whether to add some new grave spaces in the Burial Ground in the strip adjoining the pavilion, and considered that there was no urgency in making a decision as there was still plenty of space.

(193) The idea of creating an 'Ashes garden' area rather than putting ashes plots around the edge of the Burial Ground was considered. The Clerk to discuss with Burial Ground caretaker and request him to talk to Clive at Sherlocks, and present plans to councillors.

(194) Councillors approved £115 estimate for connecting taps to Allotments/ Burial Ground new water supply from Roger Archer, Clerk to ask him to proceed.

(195) Councillors noted and approved final choice for Hayes memorial

Action Items	Person Responsible	Deadline
Write to allotment holders about the bins	Clerk	Asap
Brief BG caretaker on plans for 'Ashes garden'	Clerk	Asap
Confirm connection of taps with Roger Archer	Clerk	Asap

## 10. COMMUNITY

(196) Clerk reported that the PAD grant application had been successful. Position at the village hall had been agreed with Jean Hurman and cabinet model circulated for approval. Councillors confirmed approval of £400 towards defibrillator and £549.60 (inc VAT) for cabinet, poster and sign. Cost of electrician to install cabinet is being considered by Village Hall Committee.

(197) Councillor Hardy advised that she had received a quote from Tim Painter for £460 for a lectern style sign, including installation, for the play area on Goulburn Green. Councillor Edwards had received a similar estimate for an upright playground sign. Councillors agreed to accept Mr Painter's estimate; Councillor Hardy to check the proposed height of the sign. Councillor Hardy and Clerk to meet at the play area to consider siting of the sign.

(198) District councillor Potter observed that the play area is very popular and busy – all agreed.

(199) Clerk informed councillors that Tony Wynn at Mole Valley had looked at the risk assessment and playground checklists and considered them more than

adequate. He plans to visit the play area – Clerk to arrange visit with Councillor Stow or Hardy depending on their availability.

(200) Following concern over brightness of the paint on the slide unit, Clerk advised that Eibe didn't recommend overpainting the unit at this stage. No further complaints had been received so it was decided to leave for now. Planting of a tree to shield view of play equipment from houses in the Walled Garden was considered, and also to hide the green SGN box. Councillor Edwards will raise with Walled Garden committee at their next meeting. The Clerk will also contact Dave Elliot about the stump of an old tree by the path.

(201) Councillor Edwards observed that rubbish was often taken out of the bins on Goulburn Green, possibly by foxes. Clerk to ask MV about lids for the bins.

Action Items	Person Responsible	Deadline
Place order for PAD cabinet, sign & poster	Clerk	Asap
Confirm order for sign and check height	Cllr Hardy	Asap
Agree siting of sign	Cllr Hardy and Clerk	Asap
Arrange visit of Tony Wynn to play area	Clerk	August
Consider tree on Goulburn Green	Cllr Edwards	Asap
Arrange removal of tree stump	Clerk	Asap
Contact MV about bin lids	Clerk	Asap

District Councillor Potter left the meeting

## 11. COMMUNICATIONS, IT

(202) Clerk advised the web developer had visited to take photos of the village to use on the new website.

## 12. FINANCE

(203) Councillors noted VAT refund for Apr-July 2016 submitted for £2,037.72

(204) Councillors noted receipt of £10 in new allotment rents

(205) Councillors noted resolution of query from BDO on 2015/16 accounts

(206) Councillors noted receipt of £360 in burial ground income - D Hill for ERB

(207) Monthly Financial Summary – Councillors noted the current financial position

(208) The following accounts were approved for payment:

1.	Adria Kinloch (Clerk's salary & expenses)	£	673.72
2.	Surrey Estate Management Ltd.	£	866.70
3.	British Heart Foundation	£	400.00
4.	SSALC Limited (New Cllr Course)	£	66.00
5.	Bernard Hawkins BG caretaker	£	65.00
6.	imperative training limited (PAD cabinet & signage)	£	549.60

## 13. ANY OTHER BUSINESS

(209) The front rail of the seat in Burial Ground needs replacing. Clerk to ask for a quote from Ken Webb.

(210) Minutes for previous years' meeting have been placed by the Clerk with FG Marshall to be bound

(211) A complaint has been received about the overgrown footpath at Betchworth Station, Clerk has reported it to Surrey Rights of Way and passed to Footpaths Officer.

(212) Council has received a request from Pam Armitage to contribute an alternative Christmas Tree for the Church 3rd/4th Dec. Councillors to think about ideas, and Clerk to keep on the agenda.

(213) Councillor Hardy advised councillors that Clerk will be leaving, as she has taken a job with Mole Valley. She can continue until December if needed.

(214) Councillors Edwards and Rogers advised that they will be working together on a Community Action Plan.

Action Items	Person Responsible	Deadline
Quote for bench in Burial Ground	Clerk	Asap

#### **14. FUTURE MEETING DATES**

(215) Next Parish Council Meetings – Mondays 5<sup>th</sup> September and 3<sup>rd</sup> October. Councillor Edwards gave apologies for next meeting.

(216) 7th September MV Rural Strategy Workshop, details not yet received.

(217) 27th September Community Resilience Conference, Leatherhead Leisure Centre – Councillor Stow may attend – to confirm.

(218) 9th November Planning Update Event from SSALC, Dorking Halls – Councillor Higgins may attend – to confirm.

(219) Autumn Litter pick – date agreed for 12 November

(220) Parish Magazine article, September deadline 15/08/2016. Clerk to write about verges, Pebblehill, cycling on school path.

Action Items	Person Responsible	Deadline
Submit magazine article	Clerk	15/08/2016

(221) The Chairman closed the meeting at 9.39pm.

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