

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 5th September 2016**, at 8pm in the Hamilton Room.

Present: Councillors Hardy (Chairman), Rogers, Higgins, Docwra, and the Clerk, District Councillor Potter, the Footpaths Officer, the Burial Ground Caretaker, and for part of the meeting County Councillor Clark, PC Michelino Vaccaro and PCSO Sophia Manelfi from Mole Valley Police, and a member of the public.

1. APOLOGIES FOR ABSENCE.

(222) Apologies were received and accepted from Councillor Wilson, Councillor Stow and Councillor Edwards.

2. DECLARATIONS OF INTEREST.

(223) There were no declarations of interest for items to be considered at the meeting.

3. MINUTES OF THE PREVIOUS MEETING.

(224) The minutes of the meeting held on 1st August were approved and will be signed by Councillor Hardy as a true and correct record.

4. MATTERS ARISING

(225) As the property at Parr's Corner is now on the market, councillors agreed to defer any action regarding painting the fingerpost sign at its entrance for now.

5. COMMUNITY POLICE REPORT.

(226) A report for crimes in Betchworth was circulated showing crimes from 1-24 July of abusive behaviour, attempt to break into garden shed, dogs attacking wildlife, flagstones stolen, postal theft, speeding, tools stolen from van.

(227) It was noted that Councillor Stow has completed the online survey for the 'Policing In Your Neighbourhood' project.

(228) Councillors noted with concern the theft of flagstones from Broome Park on 18th August. Councillor Higgins had notified MVDC Conservation Officer. PC Michelino Vaccaro and PCSO Sophia Manelfi from Mole Valley Police joined the meeting.

PC Vaccaro advised that PCSO Sophia Manelfi and PCSO Dave Sadler were dedicated PCSOs for our area. He agreed to send a crime prevention officer to Broome Park to advise on ways of preventing further thefts, and supplied a number of leaflets. Use of DNA was discussed. This has been successful on church roofs. PC Vaccaro and PCSO Manelfi left the meeting.

6. OPEN FORUM.

(229) It was agreed to bring forward planning application MO/2016/1098 to enable applicant to discuss the application with councillors. Councillors reviewed the application and agreed to support it, as an improvement to the village. Clerk to make representation accordingly to MV Planning Officer.

Action Items	Person Responsible	Deadline
Write to support application MO/2016/1098	Clerk	Asap

7. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(230) Footpaths Officer's report: Overhanging vegetation cut down from A25 roundabout, arranged for MVDC to clear this, Alan Taylor arranged this quickly. Fly tipping reported on several occasions and noted that MVDC were very prompt in coming to remove it. Growth on verges has currently stopped and MV contractors have caught up with verge clearance. Play equipment on Goulburn Green was inspected weekly on 5, 12 and 19 August and monthly check undertaken 3 September – no issues.

(231) Footpaths Officer asked if Hannah Gutteridge had made contact regarding work at Chimney pots due in July. Clerk to follow up.

(232) Councillor Hardy raised concern about overhanging trees on The Street from The Firs. Clerk to write to owners.

(233) Councillors noted that Clerk has written again pressing for the inclusion of the pavements on The Street in Project Horizon, and will continue to chase.

(234) Councillors noted that no further response had been received regarding Pebblehill drainage and road calming work. Clerk to request dates for work. Councillors considered use of vehicle activated signs to measure speed and volume of traffic on Pebblehill; this would be expensive for the parish council and may not have an effect on traffic speeds, so a decision was deferred.

(235) Clerk reported regarding traffic calming outside Atkinson House that a traffic engineer at Surrey Highways had advised that the next step would be a speeding survey, which costs in the region of £180 per site. Funding is available but would need the support of County Councillor Clack. Concerning parking too close to Atkinson House entrance and obscuring site lines, this is a separate issue for the Surrey Highways parking team. Councillors noted that any measures should not have a negative impact on the Post Office. Clerk to follow up whether white lines are to be renewed.

(236) Councillor Rogers was nominated to accept the Gatwick Airport tour invitation.

(237) All agreed that the Parish Council should write to the Prime Minister regarding the threat of a second runway at Gatwick. The draft by Councillor Wilson previously circulated was agreed with a couple of minor changes. All councillors were encouraged to write individually as well.

County Councillor Clack joined the meeting

(238) Councillors noted miscommunication of closure of A25 Betchworth roundabout, from 20th September for up to 10 nights.

Action Items	Person Responsible	Deadline
Contact Hannah Gutteridge about footpath	Clerk	Asap
Write re overhanging trees at The Firs	Clerk	Asap
Continue to chase for inclusion of pavement in Project Horizon	Clerk	Ongoing
Pebblehill drainage and traffic calming dates	Clerk	Asap
Request update on white lines at Atkinson House	Clerk	Asap
Write regarding 2 nd runway at Gatwick	Clerk and all Cllrs	Asap

8. PLANNING

New Applications & Appeals (4)

(239) MO/2016/1174/PLAH

Bramleigh Cottage, 1 Elm Cottages, Wonham Lane, Betchworth, RH3 7AD

Erection of single storey rear extension. No comment

(240) MO/20 16/1185/TFC

Land rear of 6, 8 & 10 Oakley Gardens, Betchworth, Surrey, RH3 7AZ
Reduce the height of a group of approximately 12 No. Lawson Cypress trees (marked G1 on submitted plan) to approximately 12 metres and remove one Sycamore tree (marked 13). Planning application has already been commented on.

(241) MO/2016/1098/PLAH

4 Holmes Cottages, Pebble Hill Road, Betchworth, Surrey, RH3 7BP
Erection of two storey side extension See under Open Forum

(242) MO/2016/1279/PLAH

Brockham Park Cottage, Gadbrook Road, Betchworth, Surrey, RH3 7AH
Erection of two storey rear extension, new dormer window to replace external stair boxing on side roof elevation and new front porch enclosure. No comment.

Late Planning Applications (1)

(243) MO/2016/1378

Rear of 11, Lazell Gardens, Betchworth, Surrey, RH3 7BF
Reduce a group of Lawson Cypress tree (G1 on submitted plan) to approximately 12 metres tall; fell one Sycamore tree (13) to a 2 metre tall monolith Appears to be the same as 1185 - to make same observations

Results (5)

The following results were noted.

(245) MO/2016/0999 & 1000

Dykemead & Oakmead, Wellhouse Lane, Brockham, Betchworth, RH3 7JQ
Certificate of lawfulness for a proposed development in respect of the erection of a single storey side extension APPROVED

(246) MO/2016/1006

Bumblebee Cottage, Old Reigate Road, Betchworth, Surrey, RH3 7DE
Erection of open sided pitched roof porch to front elevation and single storey extension at rear. APPROVED WITH CONDITIONS (Time Limit, plan numbers, external materials to match)

(247) MO/2016/1193/SCC

Reigate Road Quarry, Reigate Road, Betchworth, Surrey, RH3 7HB
Siting and use of a mobile caravan as a staff welfare facility for a temporary period of six years NO OBJECTION

(248) MO/2016/1107

Brookfield, Snowershill 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. APPROVED WITH CONDITIONS (Time limit, plan numbers, external materials to match existing)

Appeal Decisions (0)

(249) There were no appeal decisions

Other Matters

(250) Councillors had noted the consultation on the Reigate & Banstead Development Management Plan and had no comment to make

(251) Clerk reported that there would be no information regarding an update on the breach of planning permission at Karcher Service Centre regarding external use of racking from Buckland PC until their meeting later this month. Clerk to follow up.

(252) Council approved draft of response letter previously circulated regarding the control of road side advertising on A25/Station Road being the responsibility of MVDC as the planning authority.

Action Items	Person Responsible	Deadline
Make representation regarding application MO/2016/1378	Clerk	Asap
Contact Buckland Clerk regarding Karcher outcome	Clerk	Asap
Send response regarding advertising	Clerk	Asap

9. AMENITIES

(253) Following concern that some allotment plots had become overgrown, District Councillor Potter observed that several plots had now been cleared.

(254) The Burial Ground Caretaker reported that he has started investigating options for an Ashes area. Clive Cappleman at Sherlocks had advised that one option would be a brick wall with plaques. He will visit examples at Mickleham and Walton. One merit of this would be to provide a barrier to nettles.

(255) Councillors noted that one bench had been repaired temporarily. However both this and another bench require replacing. Burial Ground Caretaker will approach the Clatsworthys regarding a possible donation.

(256) Councillors reviewed the inscription and memorial stone for the Gordon Hill memorial. There was some discussion over the proposed emblem. While wishing to be sympathetic to the request, councillors were concerned not to set a precedent for less appropriate material, and it was agreed that the Burial Ground Caretaker research other burial grounds' policies before a final decision is made.

(257) Councillors agreed to repurchase Grave 298 from Derek and Jacquie Wright of Sidlow for original purchase price of £500, and Chairman and Clerk signed the agreement form.

(258) The Clerk advised that the new water supply at the Burial Ground and the Allotments was now connected, and taps fitted in line with instructions agreed at the last meeting. It was reported that one tap was leaking slightly, Clerk to ask Roger Archer to mend it.

(259) Councillor Hardy reported that the lectern for the play equipment is nearly complete. Wording to be routed onto it was agreed as (top) "Goulburn Green Play Area" (bottom) "Installed June 2106". Text of message was also approved with the following amendments - 1st line to be removed and final sentence to be centred. It was agreed to be printed on plastic at a cost of c£7.20.

(260) Councillor Hardy reported meeting with Clerk with Tony Wynn from MVDC at Goulburn Green. He had liked the play equipment, the use of mesh on the fence, and was satisfied with the staggered entrance to the Green.

(261) Councillors agreed that the dead tree on Goulburn Green be removed and not replaced as better for staging events if that side of the green is clear. Adequate shade is provided by trees on the other side of the Green. The addition of a tree nearer the swings will be considered at the October meeting.

(262) Councillors considered projects to use PIC environmental improvement fund of up to £3,000. Rod Shaw at MVDC had advised that pavement on The Street came under Highways and was not eligible. County Councillor Clack advised that this project had been added to the resurfacing list for Project Pavement Horizon and this money would help. Councillors agreed to respond to MVDC making case for environmental value of improving the pavement.

Action Items	Person Responsible	Deadline
Continue to look into Ashes area	BG Caretaker	Asap
Contact Clatsworthys regarding donation for replacement bench	BG Caretaker	Asap
Research policy on emblems on memorials	BG Caretaker	Asap
Arrange repair of leaky allotment tap	Clerk	Asap
Advise Tim Painter of wording for lectern	Clerk	Asap
Arrange printing of sign	Clerk	Asap
Request quotes for removing dead tree	Clerk	Asap
Reply to MVDC on use of PIC fund for pavement	Clerk	Asap

10. COMMUNITY

(262) Councillors considered the current MV consultation on the Statement of Community Involvement and wished to review their previous response to the Community Involvement initiative, Clerk to circulate.

(263) Councillors considered participation in NALC Community Lead Housing survey, Clerk to recirculate.

(264) Councillor Hardy proposed to carry over item on ideas for an alternative Christmas tree for the Church to the October meeting. Councillor Higgins advised that the size of "tree" was quite small.

(265) It was agreed to carry over item on community action plan

(266) Clerk reported that defibrillator, cabinet and accessories had all arrived. She is awaiting confirmation from Jean Hurman regarding installation. Footpaths Officer advised that the Village Hall Committee had not yet agreed whether to cover the cost of the electrician for installation, they will reach agreement by email and advise Clerk.

(267) Clerk reported that 17 people had signed up for next Heartstart course on 22 September so far.

Action Items	Person Responsible	Deadline
Circulate C.I. response	Clerk	Asap
Recirculate NALC Community Lead Housing survey	Clerk	Asap
Carry over alternative Christmas tree ideas, community action plan	Clerk	Asap
Advise on cost of installation of PAD	Footpaths Officer	August

11. COMMUNICATIONS, IT

(267) Clerk advised wire frame and site map is now with the web developer, and she is starting to request updated copy from village organisations.

(268) Councillor Hardy suggested in future that Betchworth could have a single person from the community who looked after the website and email communication. This could also include liaison with the Church and the parish magazine as well as BERT in future. Councillors will consider this idea. District Councillor Potter left the meeting.

12. FINANCE

(269) Councillors noted VAT refund for Apr-July 2016 received for £2,037.72

(270) Councillors noted refund from SESW for £138.08 overpayment of Goulburn Green water supply

(271) Councillors noted receipt of Burial Ground income - £1200 (M.W. Denton burial), £130 (G. Hill memorial), £200 donation from Pam Hersey

(272) Councillors noted receipt of external auditor certificate and report of issues arising for 2015/16, which have been posted on the website.

(273) Monthly Financial Summary – councillors noted the current financial position.

(274) Councillors approved the following accounts for Payment:

1.	Adria Kinloch (Clerk's salary & expenses)	£	664.27
2.	Surrey Estate Management Ltd.	£	889.20
3.	The Hamilton Room	£	35.00
4.	Sutton & East Surrey Water	£	23.91
5.	Braidwood & Company (internal audit)	£	204.00
6.	Betchworth Village War Memorial Hall (Heartstart course)	£	51.00
7.	Roger Archer (taps at Burial Ground)	£	115.00
8.	Ken Webb (repair to bench)	£	20.00
9.	BDO (external audit)	£	120.00
10.	Derek and Jacquie Wright	£	500.00

13. ANY OTHER BUSINESS

(275) County Councillor Clack provided an update on Gatwick second runway threat, advising that a government announcement is expected on 10th October. There are many West London MPs in the Cabinet now which may affect decision. A Gatwick Diamond Infrastructure Study has been undertaken to provide an overview of potential future development with and without a second runway and the infrastructure needed to support that growth. GACC is expected to comment.

Since the new trial started in May the worst of Route 4 noise has now moved south of Leigh. A group of local county councillors and MPs are banding together to demand a return to 2012 conditions with noise dispersal.

County Councillor Clack left the meeting.

(276) Keys for the Goulburn Green water supply have now been given to Footpaths Officer and Councillor Hardy as well as Councillor Wilson. Councillor Hardy will ask Councillor Edwards to take one and a long stopcock kerb keys as she lives next to the Green. Footpaths Officer also has long stopcock kerb key. Clerk to put information on the website.

(277) Councillors agreed to advertise the Clerk's vacancy in the parish magazine and via the village email, as well as the Dorking Advertiser if needed. Clerk also to approach other Mole Valley clerks.

(278) The bins in the Burial Ground require emptying. Footpaths Officer to wheel them over to Walled Garden entrance.

(277a) The Clerk has had a response from MV regarding lids for the bins on Goulburn Green. They are to be replaced with hooded bins.

Action Items	Person Responsible	Deadline
Pass on stopcock key	Cllr Hardy	Asap
Info about keys on website	Clerk	Asap
Advertise vacancy	Clerk	Asap
Move bins for emptying	Footpaths Officer	Asap

14. FUTURE MEETING DATES

(279) Next Parish Council Meetings – Mondays 3rd October 2016 & 7th November

(280) 7th September – Mole Valley Rural Strategy workshop – no-one is available to attend.

(281) 21st September – Beyond Tomorrow Conference Surrey Community Action, Leatherhead Leisure Centre – no-one is available to attend.

(282) 27th September Community Resilience Conference, Leatherhead Leisure Centre – Councillor Stow will attend, Clerk to reserve her a place.

(283) 9th November Planning Update Event from SSALC, Dorking Halls – Councillor Rogers to attend Clerk to reserve him a place.

(284) 12th November - Autumn litter pick date confirmed, starting at 10am.

(285) Date for budget review meeting to be arranged to prepare budget for 2017/18

(286) Parish Magazine Article for October, deadline 12/09/2016, to include clerk's vacancy & litter pick, defibrillator.

Action Items	Person Responsible	Deadline
Submit magazine article	Clerk	12/09/2016
Reserve Cllr Stow place at Community Resilience conference	Clerk	Asap
Reserve Cllr Rogers place at Planning Update Event	Clerk	Asap
Arrange date for budget review meeting	Clerk	Asap

(287) The Chairman closed the meeting at 10.05pm.

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