

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 6 FEBRUARY 2017**, at 8pm in the Hamilton Room.

Present: Cllrs Hardy (Chairman), Wilson, Rogers, Docwra, Edwards, Higgins and Clerk (Marion Hallett). Bernard Hawkins, Burial Ground Officer was present, and for part of the meeting John Foreman the Footpaths Officer was present.

1. APOLOGIES FOR ABSENCE.

(527) Apologies were received and accepted from Councillors Stow and District Councillor Paul Potter.

2. DECLARATIONS OF INTEREST.

(528) There were no declarations of interest.

3. MINUTES OF THE PREVIOUS MEETING.

(529) The minutes of the meeting held on 9th January 2017 were approved and signed by Councillor Hardy as a true and correct record.

4. MATTERS ARISING.

(530) Cllr Hardy confirmed that the Gadbrook Road defibrillator is installed and that MVDC had kindly provided this at no extra cost to Betchworth Parish Council. Councillors agreed Clerk to write letter of thanks to David Fanthorpe of MVDC and to the Winters of Woodstock Farm for facilitating. Clerk confirmed defibrillator is insured.

(531) In response to parishioners' request for the installation of a defibrillator at The Dolphin Pub the Clerk reported a positive response from Young's Brewery and a meeting to discuss location would take place in due course.

(532) Cllr Docwra informed Councillors that it was expected that Moores Yard would apply for planning permission for out of hours use following investigations by MVDC Planning Enforcement Officer Cindy Blythe. Cllr Docwra expressed his dissatisfaction regarding responses to date and currently awaiting response from Case Officer Blythe as to why no action has been taken against the yard. Cllr Docwra agreed to pursue the problems experienced with lighting and out of hours use with Brockham Parish Council.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Express thanks to MVDC and Winters	Clerk	asap
Follow up with Young's date re defibrillator	Clerk	asap
Obtain plan of units of Moore's Yard and pursue dialogue with Brockham Parish Council	Cllr Docwra	asap

5. COMMUNITY POLICE REPORT.

(533) A police report for Betchworth was circulated showing crimes for previous month. It was noted that the report contained a number of errors relating to dates of crimes and concerns which were raised regarding monthly reporting structure and wrong dates to be addressed with local Police.

6. OPEN FORUM.

(534) There were no additional members of public present at this meeting and no topics were raised.

7. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(535) Footpath Officer John Foreman submitted a report. In summary: awaiting opportunity to paint Parrs Corner fingerpost; Burial Ground black wheelie bins will be emptied at Litter Pick & will dispose of litter appropriately; springtime growth of hedgerows should be monitored and controlled, minor litter picks ongoing, gates at back of churchyard have been planed to enable use of latch to close gate; Goulburn Green play equipment checked on 06/01, 14/01, 20/01 and thorough check on 27/01. The swings and slide remain intact and fit for use; Village litter pick on 18 March 2017.

(536) Footpaths Officer confirmed that he had checked the Goulburn Green lecturn for any water ingress and will continue to monitor.

(537) Cllr Wilson reported a broken fingerpost at Wellhouse Lane/Snowershill.

(538) Footpaths Officer confirmed he had 'adopted' the bridge on footpath 455 and noted its need for repair but that it is likely that any repair would be managed by contractors.

(539) It was agreed that no further action to be taken regarding correspondence from Ben Morgan.

(540) Cllr Wilson suggested installation near Atkinson House of a single one-width restrictor traffic calming bollard.

(541) Response noted from Matthew Jezzard regarding proposed A25 signage.

(542) Surrey CC Streetlight turn-off noted; acknowledged that this will not affect Betchworth.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Monitor play equipment and GG lecturn	J Foreman	Ongoing
Arrange repair of broken post at Wellhouse La/Snowershill	J Foreman	Asap

8. PLANNING.

New Applications & Appeals (0)

Late Planning Applications (1)

ONE WASTE CLEARANCE LTD

Director(s): NIKI HUNTLEY, SOPHIE LUCKHURST

62 OAKDENE DRIVE, SURBITON, KT5 9NH

New operating centre: COMPOUND 31, THE OLD BARLEY MOW, OLD REIGATE ROAD, BETCHWORTH, RH3 7LW

New authorisation at this operating centre will be: 6 vehicle(s)

Removed operating centre: COMPOUND 11, THE OLD BARLEY MOW SITE, OLD REIGATE ROAD, BETCHWORTH, RH3 7LW

Clerk to write noting objection on grounds of poor management, no existing monitoring enforcement in place and lack of control of existing compound.

Results (2)

The following results were noted.

MO/2016/1773

2, Barleymow Court, Betchworth, Surrey RH3 7HF

Erection of single storey side and rear extension.

APPROVED WITH CONDITIONS

MO/2016/1926

The Old Yard, Leigh Road, Betchworth, Surrey RH3 7AW

Insertion of new and replacement roof lights following removal of old, insertion of 1 No. window on first floor rear elevation and 2 No. windows on first floor front elevation to replace existing window. New front porch and front gates and fencing.

APPROVED WITH CONDITIONS

Appeal Decisions (0)

(543) There were no appeal decisions

Other Matters

(544) Question regarding timing of removal of mobile home at Holly Cottage still remains; Clerk to investigate with MVDC as it is currently an occupied independent property on this site.

(545) No evidence of planning application for Karcher pallets to date.

(546) Councillors are unhappy with amount of untidy signage around the Karcher/Something Special (trade only) units on the Betchworth roundabout and request removal of any signage from lamp-posts.

(547) Councillors discussed the preliminary planning request from Darren Shaw (Architect) relating to proposed residential development of remaining land on The Old Barley Mow site. Councillors recognised a need for smaller, one or two bed starter home units and approved the principle of development but requested Clerk to communicate any plans are sympathetic to the current environment. The Parish Council asked that any development should be subject to conditions being met and be sympathetic to the rural surroundings and in keeping with the character of the village.

Action Items	Person Responsible	Deadline
Object to One Waste Clearance application	Clerk	23 rd Feb
Contact MVDC regarding Holly Cottage mobile home	Clerk	Asap
Request removal of lamp-post signs from Karcher & general tidy	Clerk	Asap
Request general tidy from Something Special	Clerk	Asap
Respond to Darren Shaw	Clerk	Asap

9. AMENITIES.

(548) Burial ground Keeper report acknowledged with no further comments.

(549) The D'Souza memorial was approved on the condition that a honed finish be used (not polished).

(550) Quote from Dave Elliott for Burial Ground moss removal and gravel boards was approved in principle however request made from Cllr Wilson for further quote for aforementioned gravel boards to be cut from rough sawn oak .

(551) Quote from Dave Elliott for grass cutting and removal for 2017 was reviewed however Clerk to request clarity as quote breakdown unclear.

(552) Councillors agreed quote for resurfacing Goulburn Green footpaths received from Bill Kear is high and agreed competitive quotes to be obtained.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Request further quote from Dave Elliott for Sawn Oak	Clerk	Asap
Request clarification of quote for 2017 grass cutting from Dave Elliott	Clerk	Asap
Request at least 2 additional quotes for resurfacing of GG paths	Cllr Edwards	Asap

10. COMMUNITY.

(553) Cllr Wilson agreed to respond to GACC/Department of Transport regarding Night Flight and noise management consultation.

(554) Councillors agreed notice of the 'Just Giving' page for the repatriation of the Nunes family to be made on village email distribution and in Parish Magazine.

(555) Councillors agreed any 'Community Grant' applications would be discussed and agreed as a whole, and no separate committee for this would be formed.

(556) Councillors discussed preferred locations for bulb planting project and agreed appropriate places would be i) grass opposite Dolphin by phone box, ii) bank opposite salt bin at the start of the Walled Garden end of the school path iii) Goulburn Green orchard (wild anemones and bluebells). Requests made for native bulbs such as bluebells, snowdrops, anemones and daffodils.

(557) Rural Parishes meeting scheduled for 8.00pm on the 14th March. Clerk to review 2015 agenda and endeavour to obtain minutes of previous meeting.

(558) WI Teas on Goulburn Green Sunday 11 June from 2-5pm noted.

(559) Councillors acknowledged and noted BERT now has charitable status.

(560) Clerk to make contact with owner/manager of Home Farm (for sale) following request from parishioner to trim overhanging trees which were causing high-sided vehicles to drive in the middle of The Street.

(561) 9.25pm Footpaths Officer John Foreman left the meeting.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Village email regarding 'Just Giving' page for Nunes family	Clerk	asap
Communicate bulb location & preferences to BGHS	Cllr Hardy	Asap
Obtain 2015 Rural Parishes Agenda and minutes	Clerk	asap
Contact Home Farm ref. hedge trimming	Clerk	Asap
Request grass cutting for Sunday 11 June for WI Teas	Clerk	Asap

11. COMMUNICATIONS, IT.

(562) Cllr Edwards to review the current website development.

(563) Councillors approved sale of old printer to Adria Kinloch for £25.00.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Review website	Cllr Edwards	Asap
Confirm sale of printer to A Kinloch	Clerk	Asap

12. FINANCE.

(564) Clerk requested consideration be made to change payment procedures from issuing cheques to Business Internet Banking. Councillors discussed best practice, transparency and legal parish requirements in order to continue ease of monitoring and control. Clerk to discuss policy with accountant and revert with clear proposal.

(565) Business Internet Banking daily approval limit of £2000.00 agreed and signed by Cllrs Wilson and Hardy.

(566) HSBC Change of address letter for Clerk signed.

(567) Burial Ground receipts of 1,000 from S Laslett and £250 from P Kimber noted.

(568) Monthly Financial Summary document was reviewed and councillors noted the current financial position. Bernard Hawkins commented that the bank balance needs to be controlled more closely.

(569) Councillors approved the following accounts for Payment:

1.	Marion Hallett (Clerk's salary & expenses)	£	691.10
2.	Adria Kinloch (Clerk's phone)	£	14.00
3.	Bernard Hawkins	£	52.50
4.	SSALC	£	90.00
5.	SPS (Payroll set-up charge and quarterly fee)	£	39.00
6.	Brockham Green Horticultural Society	£	100.00
7.	Ken Webb (BG Gatepost)	£	192.00
8.	Marion Hallett (Outstanding VAT on cheque 200367)	£	4.15

13. ANY OTHER BUSINESS.

(570) It was noted that the Clerks office will be closed from Friday 11th February until Monday 20th February.

(571) It was noted that Cllr Hardy will be absent from meeting on 6th March and Cllr Wilson will chair the meeting in her absence.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Discuss Business Internet Banking with accountant	Clerk	Asap

14. FUTURE MEETING DATES.

(572) 16th January '17 deadline for Parish Magazine article focusing on community grant and litter pick incentive

(573) 25th January '17 New Clerks Training – Marion Hallett to attend

(574) 1st February '17 Mole Valley Parish Clerk's meeting – Marion Hallett to attend

(575) 6th February '17 and 6th March 2017 (Cllr Wilson to chair)

(576) 14th March '17 Rural Parishes Meeting

(577) 23rd February '17 'Year end Finance and Meeting Procedures' Marion Hallett to attend

(578) 2nd March SALC Surrey Spring Conference – no attendees

(579) 18th March '17 Village Litter Pick

(580) 28th March '17 Cemeteries – Legal Compliance Training ½ day – Bernard Hawkins to attend

(581) 24th April '17 The Annual Parish Meeting

(582) 4th May '17 SSALC Training Event: Health & Safety Training Day & Risk Assessment Workshop, Hailsham, East Sussex – awaiting confirmation of interest

(583) 11th June '17 WI Teas on Goulburn Green Sunday 11 June from 2-5pm

(584) 2nd July '17 Betchworth and Buckland Society BBQ, Goulburn Green

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Submit magazine article	Clerk	13/02/17
Notify Dave Elliott for grass cutting for 11 June '17	Clerk	Asap

(585) The Chairman closed the meeting at 9.55pm.

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