

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 2ND JULY 2018**, at 8pm in the Hamilton Room.

Present: Cllrs Hardy (Chair), Wilson, Rogers, Savill, and Clerk (Marion Hallett). The Footpaths Officer (FO) also attended the meeting as well as the Burial Ground Caretaker. District Councillor Budd attended part of the meeting as did three members of public.

1. APOLOGIES FOR ABSENCE.

(85) Councillors Winter, Edwards and Higgins sent their apologies.

2. DECLARATIONS OF INTEREST.

(86) Two declarations of interest were received; from Cllr Hardy for planning application MO/2018/1001 (neighbours) and from Cllr Wilson for planning application MO/2018/1040 (neighbours).

3. MINUTES OF THE PREVIOUS MEETING.

(87) The minutes of the meeting held on 4th June 2018 were approved and signed by Councillor Hardy as a true and correct record.

(88) 8.02pm member of public arrived

4. COMMUNITY POLICE REPORT.

(89) No report was received from Mole Valley Community Police.

5. OPEN FORUM.

(90) A trustee of the Poland House charity presented draft plans (yet to be submitted to MV Planners) for an affordable housing project consisting of 14no. one and two bed properties on the corner of Middle Street and Wellhouse Lane and acknowledged with Councillors that this land lies within the Betchworth Parish. Aimed at prioritising those who are most vulnerable and in need of a home, most would be rented, although some could be self built and help-to-buy schemes. The trustees have been in dialogue with MV Planners and are aware that the site is on Greenbelt land however advised it is possible the land could be classified as a rural exception site. The member of public confirmed that a utility survey had been requested. Councillors expressed gratitude and thanked the trustee for the insight and did not pass further comment.

(91) 8.04pm member of public arrived

(92) Draft plans for the conversion of a garage to habitable space were presented to the Parish Council by the owner of Christmas Cottage, Sandy Lane. Application for change of use yet to be submitted however given that there will be no meeting in August to discuss newly submitted applications, subsequent to the member of public departing, Councillors agreed to respond to a potential application to request a condition that any development remains ancillary to the existing property.

(93) Following the recent Charity Fundraising event at Hartsfield Manor it was noted that noise levels were disruptive to residents and music was too loud. Clerk to write to MV and Hartsfield Manor to complain.

(94) It is apparent that the bus shelter opposite the Post Office has suffered some damage. Cllr Hardy has asked FO to assess.

(95) Reported litter in layby near Betchworth Bridge – Clerk/FO to report as fly-tipping.

6. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(96) Prior to the FO delivering his report a brief discussion took place regarding the increased workload and labour that the FO is currently undertaking and the need to outsource some of the more labour intensive duties. Councillors agreed that FO should

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outline tasks for outsourcing and Clerk to ask Dave Elliott if he can take on more footpath maintenance.

(97) FO gave a brief report. In summary he has cleared overgrowth from Wonham Lane, Brockham footpath and notice board at The Coombe. Noted that Betchworth Bridge has still not been repaired and further report raised; start date requested. ACTION: Clerk to assess low hanging branches and get quotes for professional arboricultural pruning on a number of trees and bushes. Following the disappearance of the security manifold on the mains supply, FO has purchased a new tap for Goulburn Green water supply and requested fitting by volunteer. Councillor Wilson to assist. November litterpick is confirmed for 17th November, after last verge cut for the year which is scheduled for October 2018.

Play equipment was inspected on 9/6, 22/6 and 28/6 and remains fit for use. Clerk to tender for quotes for replacing rotten fence-posts in Goulburn Green near play area from local contractors.

(98) Clerk notified Councillors that the second (and last) 2018 verge cut will take place in October, and that vegetation in the meantime had grown to a height which could be hazardous to road-users if not addressed. A member of public (local farmer) confirmed that Betchworth Estate verges and essential sight-lines would be cut w/c 2 July 2018. Councillors agreed to assess requirement after this had taken place and agreed a sum of £270.00 be earmarked for urgent verge maintenance if required between now and the next scheduled verge cut and/or Parish Council meeting, whichever is sooner. Clerk to ascertain priority verges and discuss any requirements with local farmer prior to any cuts taking place.

(99) A quote has been received from Jennings Surfacing Ltd of £1495.00 +VAT for the remainder of Path 53m² to complete the 'legs' of the Goulburn Green footpath, which would enable the completion of the entire path area. Councillors agreed to go ahead and instruct work based on this quote.

(100) 8.55pm A member of public left and FO left the meeting.

7. PLANNING.

New Applications & Appeals (7)

MO/2018/0961

Gospel Hall, Station Road, Betchworth, Surrey, RH3 7DF

Removal of the existing building (Class D1 (Non-residential institutions); place of worship) and erection of a replacement building (Class D1; most likely uses clinic/health centre/crèche/day nursery/day centre/art gallery) and provision of six car parking spaces at front.

6 July 2018

ACTION: Respond as per previous application

MO/2018/0839

The Old Laundrie, Gadbrook Rd, RH3 7AH

Variation of Condition 2 of approved Planning permission MO/2010/0914 for the erection of single storey rear extension with room in roof space, to allow changes to internal layout.

29 June 2018

NO COMMENT

MO/2018/0896

Dorking Rugby Football Club, Kiln Lane, Brockham, Betchworth, RH3 7LZ

Erect single storey extension to existing single storey structures alongside main pavilion to house new gym and rehabilitation facility, and new medical centre.

29 June 2018

NO COMMENT

MO/2018/0900

Wonham Manor, Wonham Lane, Betchworth, Surrey, RH3 7AD
Listed Building consent to replace areas of slate to roof with clay tiles

12 July 2018
NO COMMENT

MO/2018/0973

Crossways Farm, Station Road, Betchworth, Surrey, RH3 7DF
Erect single storey rear extension, and new side dormer and hip to gable conversion to existing rear roof to enlarge existing habitable space.

13 July 2018
NO COMMENT

(101) 9.20pm District Councillor Budd arrived.

MO/2018/1001

Bovey Cottage, Station Road, Betchworth, Surrey, RH3 7DF
Erect 1 No. dwelling in rear garden of Bovey Cottage. Create new access and erect a single garage for April Cottage adjacent.

13 July 2018

ACTION: Object; outside village envelope and lies within Metropolitan Green Belt.

MO/20018/1040

The Hay Barn, Wonham Lane, Betchworth, Surrey RH3 7AD
Erection of 1 No. dwelling following removal of existing outbuildings.

20 July 2018
NO COMMENT

Late Applications (0)

Results (2)

MO/2018/0707

29, Tweed Lane, Strood Green, Betchworth, Surrey, RH3 7JA
Erect single storey rear extension.

APPROVED WITH CONDITIONS

MO/2018/0790

1 Oakley Gardens, Betchworth, RH3 7AZ
Insertion of one first floor rooflight on west elevation.

APPROVED WITH CONDITIONS

Appeal Decisions (0)

Other Matters

8. AMENITIES.

(102) The grave inscription for Eileen Brown was approved by Councillors

(103) The approval of memorial stone for Ellis/Denton was approved

(104) Clerk confirmed vacant allotment will be taken on by a resident of The Walled Garden. ACTION: Clerk to exchange contact details with current and future allotment holders.

9. COMMUNITY.

(105) Councillor Responsibilities were reviewed and approved as follows (positions filled from vacant in **bold**):

Airports

Councillor Wilson, Councillor **Winter**

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Allotments	Councillor Wilson
Betchworth United Charities	Councillor Higgins
Burial Ground & Pavilion	Councillor Wilson
Church	Councillor Higgins
Country watch	Councillor Savill
Community Resilience	Councillor Edwards, Councillor Rogers
Data Protection	Councillor Winter
Estate	Councillor Hardy
FABB (Family Activities)	Councillor Hardy, Councillor Higgins
Finance Group	Councillors Hardy, Rogers, Wilson, Clerk, B Hawkins
Footpaths Officer	John Foreman
Goulburn Green	Councillor Edwards
Health	Councillor Hardy
Highways & Transport	Councillor Wilson, Councillor Savill
JJ Franks	Councillor Hardy
Planning	Councillor Higgins, Councillor Savill
Police	Councillor Rogers
School & Education	Councillor Hardy
Walled Garden	Councillor Edwards
Website	Councillor Edwards, Clerk
Village Memorial Hall Committee	Councillor Wilson, Councillor Savill

(106) It was agreed that a representative was no longer necessary for Barleymow Court or the

(107) Councillors agreed Betchworth Parish Council would not be represented at the 'Tackling Air Pollution and Improving Air Quality' forum on 27 September.

(108) Burial ground Caretaker will check if the red ensign can be flown on Merchant Navy Day (3rd September).

10. COMMUNICATIONS, IT.

(109) Councillors noted that the Privacy Policy was approved at the previous meeting in accordance with GDPR regulations.

(110) Clerk confirmed that website is almost complete and will be liaising with web developers regarding outstanding queries. Clerk highlighted to Councillors that 'larger' photos/headshots of Councillors are required for the website.

11. CLERK'S REPORT.

(111) The Action List was reviewed and outstanding items were noted, in particular Clerk to write to JJ Franks as discussed at the May Parish Council meeting. Clerk to continue to work through action list during July/August.

(112) Councillors acknowledged that the Clerk's office will be closed from Friday 3rd August until Monday 20th August 2018 and that Bernard Hawkins will be the main point of contact during this time.

12. FINANCE.

(113) It was noted that the Clerk had submitted the Annual Return for y/e/31 March 2018 to PFK Littlejohn by post of 5th June and email on 8th June and public notices displayed in accordance with Audit Financial Regulations.

(114) Receipts of £2420 (Barnard) and £1320 (Garrod) were acknowledged.

(115) Councillors unanimously agreed to adopt the amended Standing Orders which shall be Issue 1.5 which now correspond with the wording relating to Contracts stated in the Financial Regulations, in accordance with advice from the Internal Auditor earlier in the year.

(116) The Financial Summary was reviewed and a significant rise in income was noted, being a direct reflection of income generated from the Burial Ground.

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(117) A maximum amount of £270.00 was agreed for any necessary verge cutting before the next scheduled Parish Council meeting. Councillors agreed to earmark any expense incurred in this respect as S137 allocation.

(118) Councillors Savill and Wilson approved the following accounts for payment:

IB00120	Marion Hallett (June '18)	£	824.69
IB00121	HMRC Cumbernauld	£	26.16
IB00122	Hamilton Room (June '18 mtg)	£	20.00
IB00123	Surrey Estate Management	£	1224.75
IB00124	Shires Pay Services	£	24.00
IB00125	Marion Hallett (July '18)	£	798.73
IB00126	HMRC Cumbernauld	£	26.16
IB00127	Hamilton Room (July '18 mtg)	£	£20.00
IB00128	FABB	£	200.00
IB00129	Bernard Hawkins	£	127.54

13. ANY OTHER BUSINESS.

(119) Councillors confirmed there will be no Parish Council meeting in August 2018 and that the next meeting will be on Monday 3rd September 2018.

(120) District Councillor Budd reported on BERT's plans to form a working party to reinstate Wiermead Pond in the near future. Cllr Budd to confirm date for working party to Betchworth Parish Council; Betchworth Parish Council to supply tea and cakes for the workers.

(121) Councillors and attendees discussed a recent event at Hartsfield Manor when traffic management was unmanaged and total gridlock between cars arriving and departing caused undue problems and long delays for residents needing access during the time of the event. Councillor Hardy reiterated that residents must continue to voice their opinion directly to the hotel management and MV Council.

(122) A discussion relating to the ongoing planning issues at Dykemead took place and Councillor Budd confirmed that Steve Thorpe is now on board (MV Enforcement Manager).

14. FUTURE MEETING DATES.

(123) Next Parish Council Meetings – 3rd September & 1st October

(124) 30th-31st October – NALC Annual Conference (Milton Keynes)

(125) 17th Nov - Litterpick

Parish Magazine Article for August, deadline Monday 16 July 2018

(126) Councillor Hardy closed the meeting at 10.06pm.

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