

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 5th October 2015**, at 8pm in the Hamilton Room.

Present: Councillors Hardy, Savill, Wilson, Stow, Higgins, and the Clerk. An observer was present for the duration of the meeting. District Councillor Potter, PCSO Dave Sadler and 4 residents were present for part of the meeting.

1. APOLOGIES FOR ABSENCE.

(195) Apologies were received and accepted from Councillor Docwra, the Footpaths Officer, County Councillor Clack and PC Lee Munday. Councillor Hardy informed that Councillor Taylor had resigned from the Council with immediate effect.

| Action Items | Person Responsible | Deadline |
|---|--------------------|----------|
| Advertise Casual vacancy, update MVDC Democratic Services | Clerk | Asap |

2. MINUTES OF THE PREVIOUS MEETING.

(196) The minutes of the meeting held on 7th September were approved and signed by the Chairman as a true and correct record.

3. MATTERS ARISING

(197) It was noted that the remaining hedging close to the school had been cut.

(198) It was noted that there is a strong candidate for the Clerk vacancy.

4. DECLARATIONS OF INTEREST.

(199) None

5. COMMUNITY POLICE REPORT.

(200) PCSO Dave Sadler reported a single Public Order Offense in the previous month. This involved verbal abuse over a parking issue.

(201) Councillor Wilson reported that a car/van had damaged his neighbour's wall. PCSO Dave Sadler explained that a motoring offence where no exchange of details had taken place would need to be personally reported to the Police desk at Pippbrook.

PCSO Dave Sadler left the meeting.

6. OPEN FORUM.

(202) 3 residents from Barley Mow Court were present to request a 'Danger Concealed Entrance' sign on Old Reigate Road to the east of their entrance. Visibility is poor and there is much more traffic avoiding the queues on the A25 resulting from the water replacement works. Councillor Hardy explained that the Council has a policy of decreasing the number of signs in the village. It was agreed that a temporary sign would be requested.

The 3 residents left the meeting.

| Action Items | Person Responsible | Deadline |
|------------------------|--------------------|----------|
| Request temporary sign | Clerk | Asap |

7. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(203) No Footpaths Officer's report

(204) District Councillor Potter requested that Council seek to have the central white lines in The Street re-instated, similar request had been received from several residents. It was also noted that since the resurfacing the road is at the same level as the pavement in several places and with the lack of white lining large vehicles are mounting the pavement. There has been a long-standing problem with sloping pavements in The Street.

(205) It was noted that the Church Path resurface phase II was complete. Clerk to complete the grant project completion forms. The Church gates, already in need of attention, no longer close. Councillor Higgins to contact the Church.

(206) The Clerk reported that she had not yet received a new start date for the Pebble Hill resurfacing from SCC Highways following reports of delays.

(207) Council was reminded that there had been an intention to put a Village Gateway on Pebble Hill. It was agreed that if SCC Highways cannot fulfil this a funding request be made to the MVDC Environmental Improvements grant.

(208) Councillor Wilson reported that Wonham Lane continues to flood from rainwater runoff. The new drainage solution has been delayed. It was agreed to contact Highways.

| Action Items | Person Responsible | Deadline |
|--|--------------------|----------|
| Contact SCC Highways, County Councillor Clack regarding The Street | Clerk | Asap |
| Church Path resurface project completion report | Clerk | asap |
| Contact Church re: gates | Councillor Higgins | Asap |
| Contact SCC re: Village Gateway | Clerk | Asap |
| Contact SCC re: Wonham Lane | Clerk | Asap |

8. PLANNING

New Applications and Appeals (1)

(209) MO/2015/1464

White Gates, Old Reigate Road, Betchworth, Surrey, RH3 7DR

Certificate of Lawfulness for the proposed development in respect of the erection of a two storey front extension with basement that was granted under certificate reference MO/2011/0714 dated 27 July 2011 and the material start of works commenced on 27 March 2015. No Comment.

Results

(210) MO/2014/1765/PLA

The Coach House, Betchworth Lodge, Pebble Hill Road, Betchworth, Surrey
Conversion of Coach House to provide 1 No. new dwelling

APPROVED WITH CONDITIONS:

1. restrictions on extensions of dwellings, 2. restriction of garden buildings, 3. ecological condition, 4. external materials to be submitted for approval, 5. hard surfacing details to be submitted for approval, 6. sustainable drainage scheme is required, 7. sustainable development - renewables, 8. BREEAM, 9.

restrictions on extensions of dwellings - windows, roof lights and dormer windows

Other Matters

(211) the MVDC response to the SCC consultation on Community Recycling Centres was noted.

9. AMENITIES

(212) Goulburn Green Play Provision. The Clerk reported that 85% of the valid votes cast were in favour of a small rustic play provision on the green. It was accepted that Council has a mandate to progress this project and an application will be made to MVDC planning to vary the planning conditions that prevent the erection of anything on the green. It was agreed to request a formal confirmation of approval for the play provision from the Estate. It was agreed to thank Kate Scurfield for her artwork with 2 bottles of wine.

(213) Burial Ground. New guidelines previously distributed by Councillor Wilson were adopted but with the maximum headstone width being 1' 9" rather than the existing 1' 6".

(214) Burial Ground Bins. It was noted that John Foreman had volunteered to put out the bins for collection on a regular basis.

(215) Grounds Maintenance. The contract states that collected clippings are to be removed from the burial ground and from Goulburn Green but this has not been the case. It was agreed to insist on grass clipping removal when negotiating 2016 rates.

(216) The re-enamelling of the Maitland headstone in dark blue was approved. Council reasoned that as the enamelling was originally blue an exception would be made in this instance, however, it was requested that the shade of blue would be as dark as possible.

(217) The following memorial was approved: Light Grey Granite, honed 2' 3" x 1' 9" x 3" on base 3" x 2' x 12". Inscription to read: Jack Cooper (*year of birth*) 1998 Charity Cooper (*year of birth*) 2007.

| Action Items | Person Responsible | Deadline |
|--|--------------------|----------|
| Contact MVDC Planners | Clerk | Asap |
| Reward Kate Scurfield | Cllr Stow | Asap |
| Finalise new Burial Ground Guidelines & distribute | Clerk | Asap |
| Contact Dave Elliot | Clerk | Asap |
| Re-enamelling Memorial mail | Clerk | 8/9/15 |
| Memorial approval letter | Clerk | Asap |

10. COMMUNITY

(218) Village defibrillator – it was agreed that the PAD should be located at the Village Hall. Clerk to seek written approval from Village Hall Committee.

(219) The purchase of a PAD and its housing was approved.

(220) Council confirmed that FABB may use the annual £100 subsidy in any way that FABB deemed appropriate.

(221) Council agreed to reimburse the Hamilton Room for 50% of the cost of binding Parish Magazines as previously.

(222) Remembrance Day Wreath. Councillors made PERSONAL contributions to cover the cost of the wreath. Councillor Wilson agreed to collect the wreath. The Church had already been advised of the intention to lay a wreath at the Remembrance Day service.

| Action Items | Person Responsible | Deadline |
|---------------------------------|--------------------|----------|
| Order PAD and Housing | Clerk | asap |
| Contact Village Hall Committee | Clerk | asap |
| Update FABB | Cllr Hardy | Asap |
| Collect wreath & lay at service | Cllr Wilson | asap |

11. COMMUNICATIONS, IT

(223) Councillor Savill was thanked for his paper on a replacement website. Councillor Hardy reported that there were NALC grants available for new websites, Clerk to get details.

| Action Items | Person Responsible | Deadline |
|---------------------------------|--------------------|----------|
| Contact SSALC re website grants | Clerk | asap |

12. FINANCE

(224) The receipt of the 2nd half-year precept was noted.

(225) It was agreed to include the cost of a wall survey for the wall bordering Goulburn Green in the next budget.

(226) Councillor Docwra was voted a suitable replacement for Councillor Taylor on the Finance Group.

(227) The successful conclusion of the external audit was note. The Annual Return was accepted and approved.

(228) The current financial position was noted.

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

| | | | |
|----|--|---|--------|
| 1. | Jacque Sims (Clerks salary & expenses) | £ | 546.00 |
| 2. | Surrey Estate Management | £ | 567.50 |
| 3. | BDO – annual audit | £ | 240.00 |
| 4. | Hamilton Room | £ | 72.00 |

13. ANY OTHER BUSINESS

(230) It was noted that the Walled Garden Residents Group had agreed to consider organising a tea party on Goulburn Green to celebrate the Queen's birthday.

(231) Councillor Stow reported that the Betchworth & Buckland Society had agreed to donate a picnic table for the play provision.

(232) Allotment Contracts. District Councillor Potter requested that bonfires be allowed on the allotments. Council agreed that bonfires should be allowed but with strict rules – weekdays, from beginning October to end April on personal allotments, incinerators to be encouraged. Bonfires to be attended at all times. Councillor Wilson to draw up new guidelines.

| Action Items | Person Responsible | Deadline |
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| Create new allotment contracts | Cllr Wilson | asap |
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13. FUTURE MEETING DATES

(233) Next Parish Council Meetings – **Mondays November 2nd and December 7th**

(234) Finance Group budget meeting Monday November 9th 8pm.

(235) Litter pick November 21st.

(236) Gatwick Airport meeting November 4th

(237) APM confirmed for April 18th 2016, Geoffrey Browne room booked.

Councillors to find a speaker.

(238) Parish Magazine Article November, deadline 19/10/2015. Clerk to write about the play provision voting results, the Casual Vacancy, the litter pick and setting up of a volunteer group.

| Action Items | Person Responsible | Deadline |
|-------------------------|--------------------|----------|
| Submit magazine article | Clerk | Asap |

(239) The Chairman closed the meeting at 9:56pm.

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