

## BETCHWORTH PARISH COUNCIL

**MINUTES** of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 4<sup>th</sup> July 2016**, at 8pm in the Hamilton Room.

Present: Councillors Wilson (Acting Chairman), Edwards, Docwra, Rogers, Stow, Higgins and the Clerk.

### 1. APOLOGIES FOR ABSENCE.

(113) Apologies were received and accepted from Councillor Hardy, District Councillor Potter, County Councillor Clack, and Footpaths Officer.

### 2. MINUTES OF THE PREVIOUS MEETING.

(114) The minutes of the meeting held on 6<sup>th</sup> June were approved and signed by the Chairman as a true and correct record.

### 3. MATTERS ARISING

(115) Draft complaints procedure had been circulated the previous week. Councillors requested more time to review it, and it was agreed to take forward to next meeting.

(116) Councillors discussed covenant on land at Old Reigate Road, and agreed that it was outside the remit of the Parish Council to pursue enforcement action. Clerk advised related planning application was not yet determined by MV.

(117) Councillors noted that parishioners had received an updated Housing Needs Survey, related to assessing additional housing need in neighbouring parishes for potential affordable housing development in Leigh.

(118) Councillor Wilson advised that the parishioner whose sight lines were potentially affected by the fingerpost at Parr's Corner had not accepted the proposed paint colour for the sign. Councillor Wilson agreed to make a further attempt to agree a colour, after which other options would to be considered.

Action Items	Person Responsible	Deadline
Carry forward complaints procedure	Clerk	Asap
Agree paint colour for Parr's Corner fingerpost with parishioner	Cllr Wilson	Asap

### 4. DECLARATIONS OF INTEREST.

(119) There were no declarations of interest for items to be considered at the meeting. Councillors resolved to move this item to follow (1) Apologies for Absence for future agendas.

Action Items	Person Responsible	Deadline
Amend order of future agendas	Clerk	August

### 5. COMMUNITY POLICE REPORT.

(120) Following email from Richard Hamlin advising that no police report would be provided for future meetings, Clerk distributed a report she had produced from the Surrey Police website. The data on the website does not include the previous month's data, it is not possible to search by parish, and descriptions of crimes are not shown. Clerk to respond directly making these points and when Cmdr. Hamlin attends the next Mole Valley Clerks' Meeting (27<sup>th</sup> July).

Action Items	Person Responsible	Deadline
Request improvement of crime data available on website	Clerk	Asap

## 6. OPEN FORUM.

(121) No members of the public were present.

## 7. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(122) Footpaths Officer's report: Written report had been sent to say Footpaths Officer had run charity dinner events in June so limited time spent on footpaths.

(123) Clerk reported that Paul Anderson at Mole Valley had responded to request to cut verges urgently where sight lines were obscured at junctions. According to schedule all of Betchworth should have now been completed, however some roads, including Wonham and Sandy Lane, had not been. Clerk to write to Mr Anderson to highlight this, and also with the observation that the first cut of the year was done too early.

(124) Clerk reported that Paul Mainwaring had advised that The Street, Betchworth, was not included in the Project Horizon pavement improvement list. Clerk to write to County Councillor Clack expressing disappointment and asking for her support.

(125) There had been no reply to the email sent to Surrey Highways regarding the delays in resurfacing work on Pebblehill. Councillors observed that the surface is now breaking up very badly, and resurfacing work would be pointless until the drainage problems are resolved. Clerk to follow up previous email to press for a start date for works, noting how dangerous the road is for cyclists and other road users.

(126) Clerk advised that a response from Surrey Highways about traffic calming suggestions at the entrance to Atkinson House were still outstanding.

(127) Councillors noted launch of Surrey Fly tipping Prevention Strategy and observed that was unlikely to be effective, given the increased difficulty and cost of using regulated recycling centres.

(128) Councillors discussed complaints by a parishioner regarding Route 4 flights taking place outside the NPR. Councillor Wilson observed that it appeared that planes were climbing too high at take-off and airlines appeared more concerned with efficiency than consideration for people being overflown.

Action Items	Person Responsible	Deadline
Write to MV re verge cutting	Clerk	Asap
Write to Cllr Clack re The Street pavements	Clerk	Asap
Write to Surrey Highways re Pebblehill resurfacing	Clerk	Asap

## 8. PLANNING

### New Applications & Appeals (0)

(129) There were no new planning applications.

### Late Planning Applications (3)

(130) MO/2016/0999/PCL, MO/2016/1000/PCL

Dykemead & Oakmead, Wellhouse Lane, Brockham, Betchworth

Certificate of lawfulness for a proposed development in respect of the erection of a single storey side extension.

No opportunity to comment as under permitted development

(131) MO/2016/1006/PLAH

Bumblebee Cottage, Old Reigate Road, Betchworth

Erection of open sided pitched roof porch to front elevation and single storey extension at rear.

No comment

### Results (0)

(132) There were no results for the previous month.

### Appeal Decisions (0)

(133) There were no appeal decisions

### Other Matters

(134) Situation at Atlantico carwash. Councillor Rogers reported that he and Councillor Hardy had visited the site and delivered a letter from the council appealing to the operators of the car wash to act considerately as good neighbours. The supervisor on site expressed surprise at noise complaints. Clerk to let neighbours know that council has written.

(135) Councillor Docwra raised concern that businesses at Moore's Storage Yard had been in breach of time constraints, and that he would be writing to MV enforcement officer in a private capacity.

Action Items	Person Responsible	Deadline
Write to neighbours re council action over Atlantico	Clerk	Asap

## 9. AMENITIES

(136) Councillor Wilson reported that he had met with SESW and identified and read the meter for the new connection. Taps for Burial Ground and Allotment now need to be connected to new supply. Clerk to arrange for a qualified plumber to do this, using the existing suppression tap for the Burial Ground and a new tap with a non-returnable valve for the Allotment, with a non-returnable valve also installed on the pipe itself. Roger Archer and Peter Baker were suggested as reliable local plumbers. The old supply then to be discontinued.

(137) Council noted that holder of Allotment plot 58A wished to give it up, so it will be leased to the next person on the waiting list. Clerk to arrange.

(138) Chairman and Clerk signed agreement to repurchase the Exclusive Rights of Burial in Grave Spaces 125 and 126 from executors of Mr A P Lee.

(139) Councillors reviewed design of Hayes memorial and considered that the granite was too dark. To avoid further delays, Councillor Wilson agreed to visit the Burial Ground coordinator and see if a more appropriate memorial could be agreed, and to advise the Clerk.

(140) Councillors reviewed estimate for removal of grass cuttings from Goulburn Green. It was agreed that grass cuttings would no longer be collected and dumped in the orchard. They would be left to lie on the grass except before an event on the green, when they would be removed altogether.

Action Items	Person Responsible	Deadline
Arrange for connection of taps to new supply/ discontinue old supply	Clerk	Asap
Cllr Wilson to contact BG caretaker re Hayes memorial	Cllr Wilson	Asap

Advise Dave Elliot of new grass cutting arrangement and update 2016 schedule	Clerk	Asap
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## 10. COMMUNITY

(141) Councillors approved the risk assessment and inspection schedules circulated. Clerk will also contact Tony Wynn at Mole Valley for his feedback.

(142) Councillors discussed that quotations for wooden lectern style sign were too expensive and may not be best option in terms of durability. All councillors to consider options. Councillor Hardy had also approached a local carpenter for a quotation.

(143) Councillor Edwards reported that she had received complaints that the slide unit on Goulburn Green was very brightly coloured and not appropriate for a rural village. Councillor Stow explained that unpainted solid oak equipment was beyond the budget available and that the products chosen were the closest to this that could be sourced. It was agreed to review this concern early next year. Meanwhile Clerk to look into options and colours for repainting the roof.

(144) Clerk reported that eibe contractor has reset the base of the swing unit and it is now acceptably level.

(145) Councillor Stow said that the Betchworth and Buckland Society were disappointed that a picnic table had not been purchased with their promised donation. Councillors debated whether it had been agreed in council that a picnic table would be purchased. It was agreed that the issue would be deferred until the dust had settled over the installation of the play equipment.

(146) Clerk reported that the application for a defibrillator was still being considered, and that she was also attempting to arrange another Heartstart course, but that the team giving the courses had recently changed.

Action Items	Person Responsible	Deadline
Contact Tony Wynn re risk assessment	Clerk	Asap
Look into options for playground sign	All councillors	August mtg
Look into paint colours for slide unit	Clerk	Asap

## 11. COMMUNICATIONS, IT

(147) Clerk advised that the number of subscribers to the village email had risen from 133 to 157 this year. Councillor Edwards suggested contacting Pam Armitage as she has a large list of village email addresses who could be sent the link to register.

(148) Clerk advised that the developer of the new website has been attempting to take some photos around the village but this has been hampered by bad weather. Initial designs are expected shortly.

(149) Councillors agreed to the binding of council minutes 2011-2014 for approx. £90-100, and deposit at the Surrey History Centre

Action Items	Person Responsible	Deadline
Contact Pam Armitage re village emails	Clerk	Asap
Arrange binding of minutes	Clerk	Asap

## 12. FINANCE

(150) Councillors approved addition of Councillor Rogers to the bank mandate, and he, the Clerk, and the Chairman signed the new form. Councillor Rogers will also visit HSBC in Reigate with ID documents.

(151) Councillors notes submission of annual return 2015/16 to BDO, and exercise of public rights to view the documents from 20<sup>th</sup> June.

(152) Councillors noted inclusion of £4 for monthly phone insurance on Clerk's telephone costs

(153) Councillors noted the current financial position from the Monthly Financial Summary

(154) The Clerk proposed making a VAT refund claim shortly as there was a large amount to reclaim for the play equipment installation, councillors agreed.

(155) The following accounts were approved for payment:

1.	Adria Kinloch (Clerk's salary & expenses)	£	694.78
2.	Surrey Estate Management Ltd.	£	619.20
3.	Hamilton Room	£	35.00
4.	Eibe Play Ltd	£	4529.71
5.	Adrian Charles Lee	£	420.00
6.	Bernard Hawkins (caretaker costs)	£	45.00

Action Items	Person Responsible	Deadline
Send new mandate to HSBC/ take in docs	Clerk/ Cllr Rogers	Asap
VAT refund application	Clerk	Asap

### 13. ANY OTHER BUSINESS

(156) Councillors noted that the Betchworth and Buckland BBQ on 15<sup>th</sup> July is now at Buckland Green because of the clash with the tennis tournament.

(157) Councillors considered the Carbon Smart funding offer and agreed this was not suitable for Betchworth because the roof of the village hall is not suitable for solar panels.

(158) Councillor Edwards advised that the Crazy Crowns Tea Party on June 11<sup>th</sup> had been a great success. As a village event it was not intended to make a profit, and in fact it just broke even. Councillors gave a vote of thanks to Councillor Edwards for arranging the event. Clerk to confirm if event accounts need to be incorporated into parish council accounts.

Action Items	Person Responsible	Deadline
Check re tea party accounts with auditor	Clerk	Asap

### 14. FUTURE MEETING DATES

(159) Next Parish Council Meetings – Mondays 1<sup>st</sup> August 2016 and 5<sup>th</sup> September. Councillor Wilson gave apologies for next two meetings.

(160) 11<sup>th</sup> July – New councillor training event, Councillor Rogers to attend

(161) 27-29<sup>th</sup> July (tbc) – Dorking Rural Highways Forum, Councillor Hardy and Clerk to attend.

(162) Autumn Litter pick – date to be proposed by Footpaths Officer

(163) Parish Magazine article, August deadline 18/06/2016. Clerk to write about tea party, website/ village emails.

Action Items	Person Responsible	Deadline
Set date for Autumn Litter pick	Footpaths Officer	Asap
Submit magazine article	Clerk	18/07/2016

(164) The Chairman closed the meeting at 9.35pm.

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