

## BETCHWORTH PARISH COUNCIL

**MINUTES** of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 9 JANUARY 2017**, at 8pm in the Hamilton Room.

Present: Cllrs Hardy (Chairman), Wilson, Rogers, Stow, Edwards and Clerk (Marion Hallett). For part of the meeting three members of the public (Ed Winter and two representatives from Moore's Yard).

### 1. APOLOGIES FOR ABSENCE.

(470) Apologies were received and accepted from Councillors Docwra and Higgins and District Councillor Paul Potter, Bernard Hawkins and John Foreman the Footpaths Officer.

### 2. DECLARATIONS OF INTEREST.

(471) There were no declarations of interest.

### 3. MINUTES OF THE PREVIOUS MEETING.

(472) The minutes of the meeting held on 5<sup>th</sup> December 2016 were approved and signed by Councillor Hardy as a true and correct record.

### 4. MATTERS ARISING.

(473) Ed Winter confirmed planned location of Gadbrook Road defibrillator will be on his land, on the right hand side of the entrance to his property and that he would be responsible for its maintenance. Mr Winter confirmed the electricity provided to the defibrillator will be from his private source and will be payable by him personally. Clerk to announce installation on village website and add to parish magazine article once installed.

8.06pm Ed Winter left the meeting.

(474) Cllr Hardy advised that the Goulburn Green Lectern is not sealed sufficiently; John Foreman has offered to repair with Mastick.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Clerk to announce Gabrook Road defibrillator on website and include in March magazine article	Clerk	asap
Repair seal of Goulburn Green lectern	John Foreman	asap

### 5. COMMUNITY POLICE REPORT.

(475) A police report for Betchworth was circulated showing crimes for previous month.

### 6. OPEN FORUM.

(476) Moore's Yard representatives reported that the offensive out of hours lighting had previously been installed by an office unit on the premises which had managed its own security. Moore's confirmed that this has now stopped, and also reported that lower wattage amber bulbs and down-lighters for main lights were on order and will be installed imminently.

(477) Matter of theft of batteries from Moore's Yard was noted although not reported to police. 8.20pm Two representatives from Moore's Yard left the meeting.

(478) Request made to Parish Council to check planning permission provisions for mobile home at Holly Cottage as to whether it can now be removed.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Check planning permission for conditions regarding removal of mobile home at Holly Cottage, Wellhouse Lane	Clerk	asap

## 7. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(479) No report was submitted by the Footpaths Officer this month.

(480) Response noted from Anne Marie Hannam (Senior Officer, Surrey Highways) to Ben Morgan regarding traffic calming suggestions – agreed no further action to be taken at this time to reduce width on rural roads due to ongoing requirements of farm traffic.

(481) Following SCC's acknowledgement of response from County Councillor Clack, response duly noted from SCC that a speed survey will be carried out on Old Reigate Road (near Atkinson House) in Spring 2017.

(482) Following discussions relating to footpath improvements, it was agreed that the poor condition and maintenance of a number of walls in the village was of concern. Clerk to write to property owners expressing concerns raised by the Parish Council and parishioners, in particular the leaning wall restricting use of pavement at the top (North) end of The Street.

(483) Cllr Stow confirmed that she is still awaiting quotes from Bill Kear for Goulburn Green resurfacing and will notify Parish Council of options once obtained.

(484) Response from GWR noted although small eastbound screen at Betchworth is still not working and in need of repair. Clerk to communicate once more to GWR.

(485) Councillors once again expressed their dismay regarding the lack of priority being given to the resurfacing and maintenance of Pebble Hill and its further deterioration, despite its previous priority status under 'Project Horizon'.

(486) Councillors unanimously expressed that the proposed signage for A25 does not help village community in any way and concerns that diversions are unsuitable. Priority must be to resurface roads before any signage installed as roads are currently in an unsuitable condition for increase in volume of traffic.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Write to owners of leaning walls expressing Council's concerns for safety and maintenance	Clerk	asap
Obtain quotes from Bill Kear	Cllr Stow/Clerk	Asap
Notify GWR of faulty screen	Clerk	Asap
Write to Surrey Highways requesting response regarding Pebble Hill	Clerk	Asap
Clerk to express Council's concerns to Matthew Jezzard	Clerk	Asap

## 8. PLANNING.

### New Applications & Appeals (1)

(487) MO/2016/1926/PLAH

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. – No Comment

13-Jan-2017

### Late Planning Applications (3)

(488) MO/2016/2019/PLA

Wellwood, Wellhouse Lane, Betchworth, RH3 7HH

Proposed erection of 1 No. detached dwelling following demolition of existing offices

Clerk to write noting following objections; outside of footprint, inappropriate size, outside envelope of developed area on greenbelt land, change of use of office does not meet local need.

(489) MO/2016/2023/PLA

Wellwood, Wellhouse Lane, Betchworth, RH3 7HH

Erection of a replacement workshop, offices and welfare facilities following demolition of existing workshop and store.

Clerk to write noting no objection but that a condition be specified in order not to allow an increase traffic movement and also needs to meet planning regulations and requirements.

(490) MO/2016/1957/PLA

Garden Cottage, Sandy Lane, Buckland, Betchworth, Surrey RH3 7AA

Erection of 1 No. dwelling and detached garage following removal of existing dwelling.

No comment.

### Results (3)

The following results were noted.

(491) MO/2014/1765/UU

The Coach House, Pebble Hill Road, Betchworth, Surrey

Formal application under Section 106A of the Town and Country Planning Act 1990 to discharge a legal agreement attached to planning permission MO/2014/1765 for conversion of Coach House to provide 1 No. new dwelling.

APPROVED

(492) MO/2016/0370

Land at Old Reigate Road (adjacent Tranquil House), Betchworth, Surrey, RH3 7DR

Erection of 1 No. dwelling house.

REFUSED – LAND PRESERVED AS METROPOLITAN GREEN BELT AND COUNTRYSIDE

(493) MO/2016/1959/CAT

Betchworth House, The Street, Betchworth, Surrey, RH3 7AE

Remove one Sycamore tree (marked T1 on submitted plan) and one Holly tree (T3) and remove largest lowest limb from one Yew tree (T2).

APPROVED WITH CONDITIONS

### Appeal Decisions (0)

(494) There were no appeal decisions

### Other Matters

(495) Question regarding timing of removal of mobile home at Holly Cottage still remains; Clerk to investigate.

(496) Cllr Hardy visited the Karcher site and confirmed she had requested removal of high racking to Simon Cuthbert (Karcher manager). Mr Cuthbert agreed to take off top racking and is in the process of applying for planning permission for storage of pallets (used for fuel).

Action Items	Person Responsible	Deadline
Submit objection to MVDC ref MO/2016/2019/PLA	Clerk	27 Jan 17
Submit response to MVDC ref MO/2016/2023/PLA	Clerk	27 Jan 17
Request action update from Simon Cuthbert	Clerk	Asap

### 9. AMENITIES.

(497) Councillors reviewed a detailed report by Bernard Hawkins, outlining considerations for the future of the Burial Ground. Report highlights: Future ashes capacity is generally adequate for some 50 years; Future provision should be planned along the edge of the extension; New pathway to be provided along the edge of the extension and to the new pavilion; Existing ashes area needs weedkilling (1m in) plus gravel boards; Gravel boards

should be considered for the northern fence line; The use of flat laid tablets (18” x 12”) should continue; Pathways need to be cleared back. Councillors to feed back with any comments at next meeting.

(498) Clerk reported she met with Bernard Hawkins and Dave Elliot to discuss path edging and maintenance in burial ground and Goulburn Green. Dave Elliot to provide breakdown of maintenance costs for both areas and grass cutting and removal.

(499) Councillors agreed that Ken Webb should be instructed to replace the rotten gate post.

(500) Cllr Edwards reported that the residents of the Walled Garden are content with the current arrangement of trees and no further planting necessary at this time.

(501) Cllr Edwards requested that the bin in situ at the North end of Goulburn Green should be replaced for one that is fox-proof.

(502) Cllr Stow confirmed still awaiting quotes from Bill Kear for resurfacing of Goulburn Green paths. Awaiting response.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Review Burial Ground Report from Bernard Hawkins	all	asap
Request breakdown of costs of Burial Ground and GG	Clerk	asap
Clerk to request Ken Webb to replace gate post	Clerk	asap
Request fox-proof bin for Goulburn Green	Clerk	asap

## **10. COMMUNITY.**

(503) Councillors agreed not to apply for an additional defibrillator through BHF Grant Application, but following a request from Parishioner, asked that a request be made to The Dolphin that they provide and install a defibrillator themselves, and requested that Clerk notify parishioner who suggested Dolphin location of Councillors decision.

(504) Councillors agreed to advertise concept of village ‘Community Grant’ as outlined in 2017 budget – villagers and groups to be notified via village email and Parish Magazine.

(505) A contribution of £100.00 was approved by the Councillors towards the North Downs School Allotment Project.

(506) Rural Parishes meeting scheduled for 13<sup>th</sup>/14<sup>th</sup> March (likely 14<sup>th</sup>) – David Munro and Helyn Clack confirmed, ‘Consequence of Interactive Signs on A25’ to be added. Clerk to notify parish clerks, invite Adam Bunce (2020 Consultancy) to deliver a short presentation and book Geoffrey Browne Room (BVH).

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Write to Youngs requesting installation of defibrillator at Dolphin	Clerk	asap
Note to Parishioner in response to Councillors decision of defibrillator responsibility	Clerk	Asap
Communicate donation approval to North Downs School Allotment Project	Clerk	asap

## **11. COMMUNICATIONS, IT.**

(507) Cllr Edwards offered to review the current website development .

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Review website	Cllr Edwards	Asap

## **12. FINANCE.**

(508) The 2017/2018 precept was approved and duly signed by Cllrs Wilson and Hardy

(509) Burial Ground receipts of £200 for Hayes Memorial and £240 for Mitchell VC Memorial noted.

(510) Monthly Financial Summary document was reviewed and councillors noted the current financial position.

(511) Councillors approved the following accounts for Payment:

1.	Adria Kinloch (Clerk's salary & expenses)	£ 481.97
2.	Marion Hallett (Clerk's salary & expenses)	£ 669.67
3.	GACC (yearly membership)	£ 10.00
4.	Hamilton Room Hire (5Dec '16/Jan '17)	£ 35.00
5.	FABB (Christmas Party)	£ 100.00

### 13. ANY OTHER BUSINESS.

(512) Correspondence acknowledged from Mr P Teague, resident, regarding condition of The Fingerpost at Parrs corner. Clerk to send note of acknowledgement.

(513) Councillors advised of forthcoming Betchworth and Buckland Society BBQ scheduled for 2<sup>nd</sup> July. Cllr Stow to advise Society to carry out an adequate Risk Assessment in advance. Clerk to request to Dave Elliot that grass is cut and picked up in preparation for this event and Insurance co. informed.

(514) Cllr Hardy has made advance apologies and requested Cllr Wilson to chair the meeting on 6<sup>th</sup> March 2017.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Send note to P Teague	Clerk	Asap
Send note to B&B Society confirming date available & request Risk Assessment	Clerk	Asap
Ask D Elliot to note 2 July date of BBQ & prepare grass accordingly	Clerk	Asap

### 14. FUTURE MEETING DATES.

(515) 16<sup>th</sup> January '17 deadline for Parish Magazine article focusing on community grant and litter pick incentive

(516) 25<sup>th</sup> January '17 New Clerks Training – Marion Hallett to attend

(517) 1<sup>st</sup> February '17 Mole Valley Parish Clerk's meeting – Marion Hallett to attend

(518) 6<sup>th</sup> February '17 and 6<sup>th</sup> March 2017 (Cllr Wilson to chair)

(519) 14<sup>th</sup> March 2017 Rural Parishes Meeting

(520) 23<sup>rd</sup> February '17 'Year end Finance and Meeting Procedures' Marion Hallett to attend

(521) 2<sup>nd</sup> March SALC Surrey Spring Conference – no attendees

(522) 18<sup>th</sup> March '17 Village Litter Pick

(523) 28<sup>th</sup> March '17 Cemeteries – Legal Compliance Training ½ day – Bernard Hawkins to attend

(524) 24<sup>th</sup> April '17 The Annual Parish Meeting

(525) 4<sup>th</sup> May 2017 SSALC Training Event: Health & Safety Training Day & Risk Assessment Workshop, Hailsham, East Sussex – awaiting confirmation of interest

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Submit magazine article	Clerk	16/01/17
Confirm Rural Parishes date and notify all Clerks, confirm to Helyn Clack and David Munro.	Clerk	Asap
Check availability for Bob Thomas/BERT at Annual Parish Meeting	Clerk	Asap

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

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