

BETCHWORTH PARISH COUNCIL

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

Present: Cllrs Wilson (Acting Chairman), Rogers, Docwra, Edwards, Higgins and Clerk (Marion Hallett). For part of the meeting District Councillor Paul Potter was present and also three members of public.

Prior to the meeting commencing Cllr Wilson advised that agenda item 8.1 (Amenities) would be addressed after item 5 (Open Forum).

1. APOLOGIES FOR ABSENCE.

(586) Apologies were received and accepted from Councillors Hardy and Stow and Footpaths Officer John Foreman.

2. DECLARATIONS OF INTEREST.

(587) Cllr Wilson declared a non-pecuniary interest in item 7. (Planning) MO/2017/0256/CC as neighbour and adjoining land owner.

(588) Cllr Rogers declared a non-pecuniary interest in Item 7. (Planning, Other Matters) as neighbour of Mr Merry (Coach House).

3. MINUTES OF THE PREVIOUS MEETING.

(589) The minutes of the meeting held on 6th February 2017 were approved and signed by Councillor Wilson as a true and correct record.

4. COMMUNITY POLICE REPORT.

(590) A police report for Betchworth was circulated showing crimes and incidents for previous month. Councillors acknowledged that police reports will not contain any detailed information.

5. OPEN FORUM.

(591) A member of public raised concerns over the state of the road edges and damaged verges along Wonham Lane, deemed to be as a result of the increase in traffic due to diversion as a result of Flanchford Bridge closure. The member of public requested support from the Parish Council for a response from Mole Valley. Cllr Wilson confirmed support and suggested that the request to MV should address and rectify ongoing poor-drainage issues in conjunction with re-instating verges.

(592) District Cllr Potter notified the Councillors of a forthcoming consultation to the residents of Atkinson House to seek opinion to remove the height of the hedge in order to achieve line of sight from the drive to the Old Road.

(593) District Cllr Potter notified the Councillors of a sighting of a man in camouflage gear with silencer rifle along pathway near burial ground on Wednesday 22 February (not reported to police).

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Clerk to write letter of support to MV and request response re Wonham Lane verges & drainage	Clerk	Asap
Arrange repair of broken post at Wellhouse La/Snowhill	J Foreman	Asap

6. AMENITIES.

(594) Councillors reviewed D Elliott quote and options for grass cutting and resolved to agree his 2017 schedule will accommodate 16 cuts with 8 collections to include removal as a gesture of goodwill. The Councillors expressed their thanks for Mr Elliott's ongoing services.

(595) Councillors resolved by majority for Clerk to instruct commencement of works for tidying verges of Burial Ground and installing gravel boards at the North and South ends of the Burial Ground based on original quote as originally approved in minute from PC meeting 6/2/17 number (550) as rough sawn oak gravel boards are prohibitively expensive.

(596) 8.40pm Member of public left the meeting.

(597) Councillors discussed how best to dispose of rubbish accumulated from Burial Ground and resolved to put a contract in place with BIFFA for fortnightly collection as per minute from PC meeting 5/12/16 number (446). Clerk confirmed that BIFFA will collect from BG. Councillors to review in 12 months.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Confirm grass cutting schedule requirements to D Elliott and instruct BG tidy-up for path and gravel boards	Clerk	Asap
Set up waste collection contract with BIFFA	Clerk	Asap

7. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(598) Cllr Wilson read report from Footpath Officer John Foreman. In summary: reported loose drain cover on Pebblehill; reported three damaged fingerposts to the Countryside Access Officer and awaiting repair/replacement; ongoing litter-picks whilst putting up flyers for 18th March village litter pick. The swings and slide were checked on 3rd, 18th and 24th February and remain intact and fit for use; Village litter pick on 18 March 2017.

(599) Poor condition of Pebblehill discussed further, noting crumbling tarmac and holes continue to appear, causing danger especially for cyclists. Cllrs to send strong letter to Highways followed up by email to Highways from Cllr Potter.

(600) Correspondence from resident of Wonham Lane duly noted as minuted in Item 6. Open Forum.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Village Litter Pick	All	18 March
Letter to Surrey Highways re Pebblehill	Cllr Docwra	Asap

8. PLANNING.

New Applications & Appeals (5)

CR/2017/0116/FUL

Gatwick Airport, land west of Uniform Taxiway, North West Development Zone, Crawley

Construction of a new hangar and other associated works including aircraft apron, connection to taxiway uniform, vehicle parking and external parts storage area, suppression plant, diversion of Larkins Road and realigned security fencing, drainage and lighting together with associated landscaping and ecological mitigation and enhancements works.

NO COMMENT

MO/2017/0053/PLAH

98 Middle Street (not 96, as previously stated on agenda in error), Strood Green, Betchworth, Surrey RH3 7JF

Erection of single storey rear extension.

NO COMMENT

MO/2017/0064/PLAH

Bondhu, Leigh Road, Betchworth, Surrey RH3 7AW

Erection of single storey rear extension and conversion of garage to habitable accommodation.

NO COMMENT

MO/2017/0065/PLAH

Four Winds, Pebble Hill Road, Betchworth, Surrey RH3 7BP

Enlarge rear dormer and change from hip to gable end roof to increase habitable space.

NO COMMENT

MO/2017/0096/PLAH

Dykemead, Wellhouse Lane, Brockham, Betchworth, Surrey RH3 7JQ

Erection of replacement dwelling with integral garage.

Owner of Dykemead was invited to briefly present his application to the Parish Council.

Clerk requested by Councillors to express objection on grounds of overall height and size being disproportionate to neighbouring properties and proposed materials (white weatherboard) would appear too dominant on the landscape.

Late Planning Applications (1)

(601) Due to Declaration of Interest by Cllr Wilson (acting Chair), Cllr Rogers assumed role of Chair for the next item:

MO/2017/0256/CC

1 More Place Cottages, Wonham Lane, Betchworth, RH3 7AD

Removal of Condition No. 3 of approved MO/00/0246 for erection of a garage, in order to allow conversion to habitable accommodation.

Clerk circulated written representation from owners.
Councillors requested comment stating no objection from Parish Council provided the property remains ancillary to the main dwelling.

Results (2)

The following results were noted.

MO/2016/2019

Wellwood, Wellhouse Lane, Brockham, Betchworth, Surrey RH3 7HH

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

REFUSED

MO/2016/2045

Wellwood, Wellhouse Lane, Brockham, Betchworth, Surrey RH3 7HH

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

APPROVED WITH CONDITIONS

Appeal Decisions (0)

(602) There were no appeal decisions

Other Matters

(603) Cllrs acknowledged request from resident of The Coombe to replace dilapidated concrete anti-parking bollards with wooden posts as a gesture of goodwill as part of the renovation of his property. Cllrs acknowledged formal planning permission is not a requirement.

Action Items	Person Responsible	Deadline
Respond to MV ref MO/2017/0096/PLAH	Clerk	23 March
Respond to MV ref MO/2017/0256/CC	Clerk	30 March

9. COMMUNITY.

(604) Correspondence thanking Betchworth Parish Council for £100 donation towards School Allotment Project duly noted.

(605) Cllr Edwards confirmed two new quotes (Jennings - £3372 inc VAT for sections /Dorking Paving and Landscapes £4300 for entire area inc VAT) now obtained for pathway renovations on Goulburn Green in addition to original B Kear quote. New quotes are for sections (50m2 and 27m2) of path and not entire surface. Cllr Edwards awaiting revised quote from B Kear.

(606) Request received from FABB Committee for approval of Easter Egg Hunt and to use Goulburn Green. Request approved and Risk Assessment provided.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Acquire revised quote from B Kear	Cllr Edwards	asap
Communicate approval of Easter Egg Hunt/use of GG to FABB Committee	Clerk	Asap
Request GG Grass Cut for FABB Activities	Clerk	Asap

10. COMMUNICATIONS, IT.

(607) Cllr Edwards confirmed new website development is progressing and suggested opening ideas 'bank' for residents' input. Clerk and Cllr Edwards to meet and discuss next steps.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Parish mag article for website ideas	Cllr Edwards	Asap
Clerk and Cllr Edwards to meet	Clerk & Cllr Edwards	3 April

12. FINANCE.

(608) Clerk submitted proposal for Business Internet Banking which was approved by Councillors. Councillors nominated Chairperson to be responsible for electronic processing of transactions.

(609) Clerk to prepare VAT return in preparation for YE accounts

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

(611) Councillors approved the following accounts for Payment:

1.	Marion Hallett (Clerk's salary & expenses)	£	650.27
2.	Adria Kinloch (Clerk's phone)	£	14.00
3.	Norbury Park Wood Products	£	872.25
4.	BV War Memorial Hall hire for Rural Parishes	£	28.00
5.	Sutton and East Surrey Water	£	13.30
6.	SSALC	£	90.00

13. CLERK'S REPORT.

(612) William Ransom bench is in place. Bench is sinking so needs hard standing. Cllr Rogers offered to source concrete slabs. IW volunteered to supply bench securing kit.

(613) Clerk confirmed compliance with Automatic Pension Enrolment requirements.

(614) Clerk confirmed attendance at Year End Finance and Meeting Procedures seminar on 23rd February.

<i>Action Items</i>	<i>Person Responsible</i>	<i>Deadline</i>
Source concrete slabs for W Ransom bench	Cllr Rogers	Asap
Supply bench securing kit for W Ransom bench	Cllr Wilson	Asap

14. ANY OTHER BUSINESS.

(615) Noted that Cllr Edwards will be absent from the Parish Council meeting on 3rd April.

14. FUTURE MEETING DATES.

(616) 13th March '17 deadline for Parish Magazine article focusing on website and Annual Parish Meeting notice

(617) 14th March '17 Rural Parishes Meeting

(618) 18th March '17 Village Litter Pick

(619) 28th March '17 Cemeteries – Legal Compliance Training ½ day – Bernard Hawkins to attend

(620) 5 April '17 FABB Easter Activities – Goulburn Green (marked for 6 April in PC Meeting)

(621) 24th April '17 The Annual Parish Meeting

(622) 4th May '17 SSALC Training Event: Health & Safety Training Day & Risk Assessment Workshop, Hailsham, East Sussex – awaiting confirmation of interest

(623) 11th June '17 WI Teas on Goulburn Green Sunday 11 June from 2-5pm

(624) 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 and Cllr Edwards	13/02/17
Request grass cutting to Dave Elliott for 5 April '17	Clerk	Asap

(625) The Chairman closed the meeting at 9.53pm.

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