

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 3RD APRIL 2018**, at 8pm in the Hamilton Room.

Present: Cllrs Hardy (Chair), Winter, Rogers, Savill, and Clerk (Marion Hallett). One member of public attended part of the meeting

1. APOLOGIES FOR ABSENCE.

(1) Apologies were received and accepted from Councillors Wilson, Higgins and Edwards, County Councillor Helyn Clack and District Councillor Paul Potter. Burial Groundkeeper Bernard Hawkins and Footpaths Officer John Foreman (FO) also sent their apologies.

2. DECLARATIONS OF INTEREST.

(2) No declarations of interest were received.

3. MINUTES OF THE PREVIOUS MEETING.

(3) The minutes of the meeting held on 5th March 2018 were approved and signed by Councillor Hardy as a true and correct record.

4. COMMUNITY POLICE REPORT.

(4) A brief police report was received and noted by Councillors.

5. OPEN FORUM.

(5) No items were raised.

6. TRANSPORT, HIGHWAYS AND FOOTPATHS.

(6) In his absence, Footpath's Officer (FO) sent a written report. In summary he reported a localised litterpick on the A25 roundabout, Wonham Lane, Sandy Lane and from the Dolphin to Betchworth Bridge. Damage to retaining wall on south side of wall acknowledged and awaiting repair. SCC Training Session was postponed - FO to attend next available date. Location of fallen tree and damaged style is TQ203511 – FO required to follow up and report repair. Play equipment was checked on the 5th, 14th and 29th March and remains in good working order.

(7) Councillors suggested FO contact resident directly in order to ascertain existence of Gadbrook Road/Strood Green path.

(8) Following the decision not to organise a March litterpick Councillor Winter has offered to liaise with the FO to assist organising and coordinating for May, suggesting 12th May 2018 as most suitable date. Call for volunteers to be made at APM on 23rd April 2018.

(9) Councillors discussed the large amount of litter currently at the top of Pebble Hill – noted that this area likely falls outside of Betchworth and is too dangerous to include on local volunteers litterpick.

(10) Clerk still awaiting response from MVDC regarding the undertaking of official annual inspection of play equipment and will follow up.

(11) Clerk reported from bi-Monthly Clerk/MVDC meeting of presentation by Colin Kemp, Cabinet Minister for Highways and District County Councillor for Leatherhead, outlining a renewed intention to liaise more closely with local and Parish Councils to increase understanding of local repair needs. Clerk shared presentation of Project Horizon Phases 1-3 and confirmed emphasis on repair of Station Road had been highlighted once again, despite this currently not being on a priority list. Clerk confirmed lists will be updated every 3 months on the Surrey County Council website and local councils must be proactive to enable urgent repairs to be addressed.

(12) Clerk highlighted matched funding opportunities offered by SCC/Highways to enable potential for better response for road repairs. Councillors reinforced that any Parish Council money should be used for local benefit.

(13) Councillors queried verge cut dates – Clerk to follow up once again.

7. PLANNING.

New Applications & Appeals (1)

MO/2018/0337

Coombe Hayes, Pebble Hill Road, Betchworth, Surrey, RH3 7BP

Erection of detached double garage following removal of existing garage and store.

NO COMMENT

Late Applications (0)

Appeals (1)

MO/2017/1791

1 Hurst Cottages, Roothill Lane, Betchworth, Surrey, RH3 7AS

Erection of a garden shed

6 March 2018 (appeal started)

Results (1)

MO/2017/2272

Sunny Banks Farm, Station Road, Betchworth, Surrey, RH3 7BZ

Relocation of existing access from Station Road to the A25 Reigate Road and formation of replacement opening together with new access drive to existing vehicle renovation business.

WITHDRAWN

Councillor Savill briefly mentioned correspondence which Councillor Wilson had previously circulated relating to TPOs however Councillors agreed that from their perspective there was not a strong interest in this application.

Appeal Decisions (0)

Other Matters

(14) Councillors discussed Moores storage amended application regarding lighting and unanimously expressed that the Council will continue to support residents.

(15) Councillors commented on continued excessive signage outside Something Special on Station Road – continue to monitor - no further action to be taken at this time.

(16) Cllr Hardy requested continued observation on Karcher yard following the refusal of application for pallet storage.

8. AMENITIES.

(17) Clerk confirmed that the BIFFA bin contract had been terminated although an invoice had been received subsequent to notice of termination.

(18) Burialground Keeper proposed re-purchase of Exclusive Right of Burial for Grave Space 411, purchased in 1972 for £10 with no time limit. Executor has suggested Parish Council re-purchases at the original price of £10. Councillors unanimously approved repurchase.

(19) Councillors approved additional inscription on headstone 64

(20) Councillors acknowledged and approved increase of Burialground rates in accordance with budget agreed in November 2017 effective immediately as at 1/4/18.

9. COMMUNITY.

(21) Councillor Hardy requested to all Councillors that they introduce themselves and their special Council focus/interest at the Annual Parish Meeting. A good turnout is hoped for; Cllr Hardy requested that Clerk sends another email to village distribution list nearer the time.

(22) Cllr Hardy reported on her attendance at the Buckland APM held on 19 March 18, notably that an additional water pipe connection through Headley and Buckland is currently in discussion, predominantly through Estate land.

(23) It was acknowledged that 3rd May 2018 is date set for Election of County Councillors and that the meeting regarding pooled grants of £7500 (Highways) and £5000 (Community) would take place after this date.

10. COMMUNICATIONS, IT.

(24) Following the circulation to Councillors by Councillor Winter of a GDPR checklist document Councillor Winter requested completion of the questionnaire by each Councillor. Clerk confirmed that a joint initiative with MVDC was not possible but that combining resources of a DPO with another Parish Council could be an option, however Councillors agreed that they did not want to explore this option at this time.

(25) Clerk and Councillor Winter to form a Data Protection policy referencing NALC/SALC guidelines and agreed that no sensitive data will be held by the Parish Council

(26) Clerk to send village email list requesting positive response for those wishing to remain on village email distribution.

(27) Councillor Winter has suggested the company Satswana as external Data Protection Officer. Clerk to explore necessity to register with the ICO in order to comply with GDPR regulations, which carries c. £40 registration fee.

(28) Clerk conveyed importance for all Councillors to be knowledgeable of GDPR enforcement and Councillor responsibilities for cooperation with GDPR Checklist. Councillors Hardy and Savill expressed an interest in attending a MVDC GDPR seminar on the 12th April. Councillor Rogers to attend 15th May seminar.

(29) Cllr Edwards and Clerk met with Blue Pixel to continue website development. Progress has been made however it was not possible to display the new web page at the meeting due to technical issues. Clerk confirmed intended deadline of Betchworth APM (23rd April) to 'go live' with new website and will continue to work towards this with Cllr Edwards.

(30) A member of public joined the meeting. A discussion took place regarding terms of office for district councillors.

11. CLERK'S REPORT.

(31) Clerk carried out a brief review of the Action List – noting outstanding items 414 and 419 from 2017/18 Action list.

(32) Clerk briefly provided feedback on Clerk bi-monthly meeting section regarding the Planning Application Process, highlighting that it is at the applicant's discretion as to whether an extension on a decision date for application is granted. No further action needed at this time.

12. FINANCE.

(33) Receipts acknowledged for £720 and £334 from MVDC, £201 from Hegarty.

(34) Noted VAT return of £262.03 submitted in preparation for year-end accounts.

(35) Noted BIFFA contract terminated – Clerk queried late invoice received

(36) Clerk and Bernard Hawkins attended Internal audit meeting with new auditor Mark Mulberry and his report duly submitted. Clerk to circulate to Councillors.

(37) The year end financial summary for March 2018 was noted.

(38) Councillors approved the following accounts for Payment:

IB00094	Marion Hallett Salary & phone	£	788.10
IB00095	CPRE Subscription	£	36.00
IB00096	Hamilton Room	£	20.00
IB00097	Surrey Estate Management	£	375.75
IB00098	BV War Memorial Hall	£	28.00
IB00099	HMRC Cumbernauld	£	25.80

13. ANY OTHER BUSINESS.

(39) A member of public confirmed that he will be standing as Conservative Candidate for District Councillor in May 2018.

(40) a brief discussion took place regarding ownership of land queried by Brockham Parish Council which had previously been discussed as a site for a skate park. Ownership still under debate.

(41) Member of public brought to Councillors' attention a photo of a car which was parked in a farm field which may require monitoring and/or reporting.

14. FUTURE MEETING DATES.

(42) Next Parish Council Meetings – Tuesday 8th May 2018 and Monday 4th June 2018

(43) 6th April – BERT Social evening

(44) 12th April – Interactive GDPR Discussion Seminar at MVDC (7pm)

(45) 23rd April – Betchworth Annual Parish Meeting

(46) 12th May – Village Litterpick (tbc)

(47) 15th May – Interactive GDPR Discussion Seminar at MVDC (7pm)

(48) 17th May – Year End Internal Audit (9am – MH, BH)

(49) 3rd June – WI Teas on Goulburn Green

Parish Magazine Article for April, deadline Monday 16th April 2018

(50) Councillor Hardy closed the meeting at 9.48pm.

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