

## **BETCHWORTH PARISH COUNCIL**

**MINUTES** of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 8<sup>TH</sup> MAY 2018**, at 8pm in the Hamilton Room.

Present: Cllrs Hardy (Chair), Wilson, Winter, Rogers, Savill, Edwards and Clerk (Marion Hallett). The Footpaths Officer (FO) also attended the meeting and one member of public attended part of the meeting

### **1. ELECTION OF CHAIRMEN.**

(1) Councillor Savill proposed Councillor Hardy as Chairman for the coming year, this was seconded by Councillor Wilson. Councillor Hardy proposed Councillor Wilson as Vice-Chairman, seconded by Councillor Edwards.

### **2. ACCEPTANCE OF OFFICE.**

(2) The Chairman and Vice-Chairman signed the appropriate acceptance of office forms, witnessed by the Clerk.

### **3. APOLOGIES FOR ABSENCE.**

(3) Apologies were received and accepted from Councillor Higgins,

### **4. ELECTION OF GROUPS**

(4) The finance group comprises Councillors Wilson, Hardy, Rogers, Clerk and Higgins

(5) Councillor Savill was elected represented for the Betchworth Village Hall committee

(6) John Foreman will remain Footpaths Officer

(7) It was noted that there be no nominated representative for the FABB Group as it was confirmed that they are no longer insured under the Parish Council's insurance.

(8) It was noted that there be no nominated representative for the United Charities group.

### **5. DECLARATIONS OF INTEREST.**

(9) No declarations of interest were received.

### **6. MINUTES OF THE PREVIOUS MEETING.**

(10) The minutes of the meeting held on 3<sup>rd</sup> April 2018 were approved and signed by Councillor Hardy as a true and correct record.

### **7. COMMUNITY POLICE REPORT.**

(11) No report was received from the Police this month.

### **5. OPEN FORUM.**

(12) No items were raised.

### **6. TRANSPORT, HIGHWAYS AND FOOTPATHS.**

(13) Footpath's Officer (FO) gave a brief verbal report. and reminded Councillors of litterpick. Play equipment was checked on the 13<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup> April and remains in good working order.

(14) FO confirmed he will meet Jennings to assist commencement of resurfacing Goulburn Green on 21<sup>st</sup> May at 8am. Councillor Edwards to provide contact number to FO.

### **7. PLANNING.**

#### **New Applications & Appeals (1)**

**MO/2018/0622**

**Gospel Hall, Station Road, Betchworth, Surrey, RH3 7DF**

**Demolition of the existing hall and erection of a replacement hall.**

Councillors queried proposed use of new building and the necessity for an additional hall in the vicinity of 3 existing established halls and voiced concerns for sufficient parking near busy road. Clerk to draft response and circulate to Councillors prior to sending.

**Late Applications (0)**

**Appeals (0)**

**Results (2)**

MO/2018/0237

The Walnut, Leigh Road, Betchworth, Surrey, RH3 7AW

Erection of single storey rear extension, enlarged front porch and alterations to fenestration.

APPROVED WITH CONDITIONS

MO/2018/0337

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

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

APPROVED WITH CONDITIONS

**Appeal Decisions (0)**

**Other Matters**

(15) Councillor Winter briefly queried whether any progress had been made on the Snower Hill Farm application. He suggested that we should support any further application or appeal. Councillor Wilson confirmed it is seldom that the Parish Council will actively support an application and that no news had been received thus far. Clerk to follow up.

(16) Councillors acknowledged receipt of a letter from a member of public relating to application MO/2017/1830 (Moore's Yard)

which informs MVDC of the intention to instruct Ombudsman assessment against them for not enforcing planning restrictions. Councillors agreed to wait until June to establish whether there is any change in restrictions in place. Council agreed to support Barleymow Court should there be any requirement.

(17) Councillors discussed the recent dialogue between MVDC, Betchworth and Buckland Parish Clerks and Hartsfield Manor (HM) relating to a request for leniency in planning restrictions concerning two events for which either outside music and/or fireworks had been requested. Despite MVDC granting permission in these two instances, Councillors strongly opposed the decision, under the assumption that HM would have and should have known about these restrictions prior to the requests being made and likely at the time of acquiring the hotel. Councillors Hardy and Wilson read five complaints from local neighbours who felt strongly that restrictions should be observed and conditions upheld whether or not the events are of a charitable nature. Cllr Hardy highlighted the opportunity to meet the management at an open evening on 10<sup>th</sup> May and confirmed that she and the Clerk would attend. It was also questioned under what authority the decision had been made to grant these two events the go-ahead. Clerk to write a strong letter to MVDC highlighting concerns.

(18) District Councillor Simon Budd arrived and Councillors acknowledged his recent appointment as District Councillor.

**8. AMENITIES.**

(19) Councillor Wilson confirmed that the allotment tap had been successfully fixed.

(20) Clerk confirmed that allotment 53B would become available in September 2018. Clerk to offer to next person on waiting list.

(21) An independent safety inspection of Goulburn Green Play equipment was carried out by Safeplay PMS Limited. Two minor items to be addressed by FO – some exposed bolts which require either cap or nuts on the rear side of equipment and signage which addresses a play area in the vicinity.

(22) Goulburn Green path scheduled for completion of resurfacing on 21<sup>st</sup> May 2018. Councillor Edwards to ensure FO has necessary contact details.

(23) Councillors acknowledged termination of BIFFA contract for rubbish collection near burial ground and early termination fee incurred.

(24) Councillors approved the inscription of the Hill memorial and approved the additional emblems of Wrens and WI on Hill memorial. Clerk to notify Sherlock's.

## **9. COMMUNITY.**

(25) Councillors were pleased with the success of the APM and especially noted the report from Peter Crate. Clerk to write to Peter to thank him for his contribution & are looking forward to the restoration work. Councillors acknowledged presentations were both well received and also grateful for Police attendance.

## **10. COMMUNICATIONS, IT.**

(26) Councillor Winter reported from a GDPR training day hosted by SALC which provided further clarity for local councils as to the necessity to appoint a Data Protection Officer (Contract with Satswana had been previously approved). Councillors unanimously agreed that following advise from NALC, any appointment would not be necessary at this time but would continue to monitor the situation. Councillor Winter agreed to remain as Data Protection consultant to ensure compliance within the Parish Council and will circulate the ICO questionnaire to ascertain as to whether ICO membership is a requirement to be met by the Parish Council (membership is not currently compulsory).

(27) Councillors Hardy and Savill reported briefly on a GDPR information seminar which they attended, hosted by MVDC. In summary the message received was to make the effort to comply with new regulations but that requirements from smaller local councils was still unclear.

(28) Councillor Edwards confirmed that a 'soft launch' of the new Betchworth website can soon be facilitated and that good progress has been made since the last meeting with web designers.

## **11. CLERK'S REPORT.**

(29) Clerk carried out a brief review of the Action List – noting outstanding items 2017/287 (communicating eradication of Japanese knotweed ACTION: Councillor Wilson offered to write a general Japanese knotweed article for inclusion in June's parish magazine.), 2017/341 (Goulburn Green resurfacing ACTION: Cllr Edwards confirmed resurfacing scheduled for 21<sup>st</sup> May and FO will oversee its progress) and 2018/25 (write Data protection policy ACTION: Clerk to circulate draft for review/approval at June's Parish Council meeting.)

## **12. FINANCE.**

(30) Councillors agreed to donate £200 to the Family Activities for Betchworth and Buckland for 2018/2019.

(31) Councillor Hardy confirmed that the letter to formally terminate BIFFA contract had been duly signed.

(32) Receipts acknowledged for £7767 from MVDC (£6425 precept, £1342 grant/other) Burial Ground receipts totalling £1640, VAT reimbursement of £262.03

(33) Clerk circulated the Council's Standing Orders with minor changes in order to align Financial Regulations, as advised at the recent Interim Audit. Councillors agreed to review and comment/approve at next Parish Council meeting.

(34) The financial summary for April 2018 was noted and the Clerk commented that the current account income was high due to receipt of precept money which had not been transferred to reserves account. It was also noted that expenditure was slightly above budget and that this is likely to continue for 2018/19 accounting period.

(35) Councillors Wilson and Savill approved the following accounts for Payment:

IB00100	Hamilton Room	£	20.00
IB00101	Mr & Mrs J&J Foreman	£	52.73
IB00102	Surrey Estate Management	£	655.70
IB00103	Mulberry & Co	£	270.00
IB00104	BIFFA	£	18.78
IB00105	BIFFA	£	84.86
IB00106	SALC	£	327.37
IB00107	Marion Hallett Salary & Phone	£	798.73
IB00108	HMRC Cumbernauld	£	26.16

### **13. ANY OTHER BUSINESS.**

(36) Cllr Hardy briefly addressed the possibility of not holding a meeting in August 2018 – Councillors agreed the arrangement worked well last year and that an August 2018 meeting would not be necessary unless urgent matters arise.

(37) Councillors discussed WI Teas on Goulburn Green and Cllr Wilson will pass a water key to co-ordinator.

(38) Cllr Winter expressed an interest in involvement with GACC and GATCOM. Cllr Wilson/Clerk to forward minutes of recent meeting to him.

(39) Following recent heavy rain it was noted once again that the drains opposite Royce are in need of attention and repair.

### **14. FUTURE MEETING DATES.**

(40) Next Parish Council Meetings –Monday 4<sup>th</sup> and Monday 14<sup>th</sup> May 2018

(41) 10<sup>th</sup> May – 6pm-9pm Hartsfield Manor Local Residents Open Evening

(42) 12<sup>th</sup> May – Betchworth Litterpick

(43) 17<sup>th</sup> May – Year End Internal Audit (9am – MH, BH)

(44) 3<sup>rd</sup> June – WI Teas on Goulburn Green

### **Parish Magazine Article for June, deadline Monday 11<sup>th</sup> June 2018**

(45) Councillor Hardy closed the meeting at 9.44pm.

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