

## BETCHWORTH PARISH COUNCIL

**MINUTES** of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 7 DECEMBER 2020**, held remotely via the Zoom online and dial-on platform. Due to technical difficulties the meeting commenced later than scheduled, starting at 8.07pm. The meeting was recorded.

Present: Cllrs Hardy (Chair), Winter, Edwards, Rogers, Higgins, Wilson, Randall and Clerk (Marion Hallett), County Councillor Clack attended part of the meeting along with District Councillor Budd. One member of public also attended part of the meeting as well as The Burialground Caretaker.

## ACTION

**1. APOLOGIES FOR ABSENCE.**

(252) District Councillor Paul Potter sent his apologies

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**2. DECLARATIONS OF INTEREST.**

(253) A declaration of interest was received from ~~a member of public~~ in relation to planning application MO/2020/2049, Wonham Wood.

Councillor Wilson

**3. MINUTES OF THE PREVIOUS MEETING.**

(254) The minutes of the meeting held on 2 November 2020 were approved and signed by Councillor Hardy as a true and correct record.

**4. COMMUNITY POLICE REPORT.**

(255) No Police report for November 2020 was received.

**5. OPEN FORUM.**

(256) A member of public attended in order to provide an update on Planning Applications MO/2020/1764 (Holly Cottage) and MO/2020/1795 (Land adjacent to Betchworth Village Hall) (see 7. **PLANNING**)

**6. TRANSPORT HIGHWAYS AND FOOTPATHS.**

(257) Councillors Wilson and Randall presented suggestions for options of traffic calming in the village. VAS signs were discussed with a mixed level of support from Councillors and concern that they were not effective and that the appearance of VAS signs was generally overbearing. Options of various designs were presented and Councillors to discuss feasibility with Highways. Support was given to working a solution for calming/slowing along Pebble Hill – speed reduction to be explored. Other areas for concern were Station Road and Old Reigate Road. Clerk to arrange meeting between Highways and Parish Council for Feb 2021 and request Police engagement. Cllr Clack advised that the Brockham VAS was installed in 2005 and doesn't record data. And also that Surrey Police Road Safety Team will work with the Parish Council to move a portable VAS sign should this be an agreed speeding deterrent.

Clerk

(258) Clerk verbally informed Councillors that the meeting was being recorded.

(259) Cllr Winter presented a footpath report containing detailed information and pictures of defects which require attention. He reported a successful completion of repairs at a bridge at Gadbrook (FP441). Cllr Clack to report back to Parish Council as to how the footpath defect reporting process works. Cllr Clack confirmed that the District Council is responsible for appearance (weed clearance/cleansing), and the County Council is responsible for repairs.

HC

Mike Hardy



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(260) 20:19 Bernard Hawkins joined the meeting.

(261) Discussing a broken kissing gate on Wellhouse Lane, Councillor Clack agreed to set up a meeting between Cllr Winter, herself and the SCC Countryside team and highlighted a programme currently being undertaken by SCC, to replace broken stiles and kissing gates with fully working user friendly access. It is the landlord's duty to agree to this.

(262) Cllr Clack to follow up with SCC Highways regarding footpath clearance/widening along Station Road to The Coombe.

(263) 8.30pm Member of Public arrived

(264) Cllr Winter advised those present of a meeting with Betchworth Estate who had voiced support over concept of replacing stiles with kissing gates but were less supportive of funding installation, despite this being the case in neighbouring Parishes. Cllr Higgins suggested that Surrey CC might provide voluntary labour for installation. Clerk to explore with Rights of Way Officer. Cllr Budd advised of a community group based at Weir Mead Farm who install gates. Cllr Budd to provide Cllr Winter with details.

(265) Cllr Budd provided a brief update that Clarion have agreed to replace the retaining boards on The Street with a low retaining wall. Cllr Potter has been actively discussing this with Clarion, following months of email requests from the Parish Council.

## 7. PLANNING.

(266) A member of public confirmed that the garage at Holly Cottage (MO/2020/1764) has now been reverted to its permissive state with the exception of a remaining 2% variant in roof pitch from the approved profile (offering an extra 400cm height) which is yet to be agreed and awaiting decision from MVDC.

(267) **MO/2020/1795: Land South of Betchworth Village Hall, Station Road, Betchworth Surrey RH3 7DF Erection of 1 No. dwelling with associated landscaping, parking and access following demolition of existing barn:** The member of public advised that the site plan had been approved with the MV Planning Officer and that consideration had been made towards a more aesthetically pleasing house design.

(268) Member of public advised that the owner of the land had reached out to the PC to discuss the VH/land ownership boundary and use of the VH car park.

(269) Councillors were reminded that a response from MVDC Enforcement is still outstanding regarding the siting of two mobile homes and the boundary fence.

(270) The member of public queried whether the Planning Officer had responded to earlier PC queries in writing. Clerk confirmed that a telephone conversation had taken place approx. 1 week prior to meeting however to date no written response had been received, despite requests both from the Client and Parish Council. Clerk to follow up.

## New Applications & Appeals (2)

### MO/2020/1754

Pipers, The Street, Betchworth, Surrey, RH3 7DJ

Create a new access from The Street into the driveway by removing a small section of existing low wall and fence and lay suitable surface with adequate drainage between existing tarmac drive and The Street.

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HC

Clerk

Clerk

SB

Clerk

*John Hardy*



**COMMENT:** Inadequate plans: NO visibility splays. Concern that re-modelling driveway would result in removal of entire front fence, thus visually widening the road and causing traffic to speed up.

Clerk

**MO/2020/2049 :**

Wonham Wood, Wonham Lane, Betchworth, Surrey, RH3 7AD

Erection of a single storey side oak framed orangery extension.

(271) A declaration of interest was received from Cllr Wilson - neighbour

**OBJECT:** Not Surrey Vernacular – Clashes with and alien to the character of the building.

Clerk

**Appeals (0)**

**MO/2020/0964**

**Late Applications (0)**

**Results (6)**

**MO/2020/1764**

Holly Cottage, Wellhouse Lane, Brockham, Betchworth, Surrey, RH3 7HH

Erection of detached double garage with workshop and equipment store.

WITHDRAWN

**MO/20202/1706**

Holly Cottage, Wellhouse Lane, Brockham, Betchworth, Surrey, RH3 7HH

Certificate of lawfulness for proposed development in respect of continuation and completion of development approved under planning permission MO/2015/0985 for the erection of detached double garage with workshop and equipment store.

REFUSED

**MO/2020/1584**

The Firs, The Street, Betchworth, Surrey, RH3 7DJ

Variation of condition 2 of approved planning permission MO/2019/0868 and Non Material Amendment MO/0868/1 for demolition of existing dwelling and replacement with 3 No. detached dwellings with double garages, provision of associated landscaping and use of existing access, to allow removal of bay windows.

APPROVED WITH CONDITIONS

**MO/2020/1727**

Wayside, Leigh Road, Betchworth, Surrey, RH3 7AW

Erection of rear extension, 3no. bay windows on front and side elevations, side extension to provide porch and replacement roof covering in standing seam metal panelling (revised description).

APPROVED WITH CONDITIONS

**OK022089 SN**

**New operating centre: Yard – Land to east of Station Road, Betchworth, RH3 7BZ**

New authorisation at this operating centre will be: 15 vehicle(s)

- Any exception must be for emergency work only. "Emergency work" is defined as work which is sporadic in nature, not pre-booked and not requested more than 24 hours in advance of when the vehicle needs to be used
- In all circumstances of when this exception is used, vehicles will be parked and returned to the designated area in the lower

*John Hawk*

section of the site nearest the access gate

- A full written record of when the work was requested and why, including the nature of the work must be made
- Such records to be kept for 6 years and to be made available, on request, to DVSA or the Traffic Commissioner
- New Condition Vehicles authorised under this licence exceeding 7.5 tonne gross vehicle weight will be parked in the area nearest the access gate
- New Condition There will be no loading of vehicles authorised under this licence before 08:00 hours
- New Condition Vehicles authorised under this licence will be fitted with white noise type reversing signals
- New Condition Vehicles authorised under this licence will leave the yard immediately after starting their engines
- New Condition Vehicles authorised under this licence, in excess of 7500kgs will exit the operating centre by a left hand turn

(272) Councillors commented and County Councillor Clack reiterated that this application differs from normal applications having come from the DVSA. Any reinforcement comments or grievances should be directed to the DVSA via the County Council.

(273) 8.35pm Burialground Caretaker joined the meeting.

#### **MO/2020/0310/NMA**

Great Brockhamhurst Farmhouse, Brockhamhurst Road, Betchworth, Surrey, RH3 7AR Non-material amendment to allow changes to window surrounds to include stone cils, stone heads and stone mullions, introduction of stone plinth at base of orangery, minor change to pitch and detailing to octagonal glazed roof lantern (30-degree angle) and introduction of two rain hoppers either side of the orangery.

APPROVED

#### **Appeal Decisions (0)**

#### **Late Results (0)**

#### **Other Matters**

(274) Member of public left the meeting.

#### **8. AMENITIES.**

(275) Burialground Caretaker to circulate correct Edwards grave 420 (Eric James) for approval.

(276) Burialground Caretaker commented that despite early and majority support of grave levelling there had been some objection which requires a considered response. Cllr Wilson and BG Caretaker to respond.

(277) Councillors acknowledged the new and almost complete fingerpost at the top of The Street which replaces the rotten post. Councillors were asked to provide ideas for recycling the old upright post; possibly as a bird feeder or way-sign in the village. Cllrs also discussed the feasibility of placing a sign at the Snowerhill Triangle.

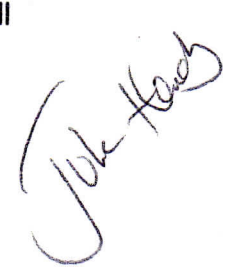
(278) Councillors acknowledge the play equipment had been checked by Cllr Edwards on 12/11, 26/11 and 5/12 2020 and remains fit for purpose.

(279) Councillors acknowledged the conclusion of the Annual Plan Equipment Report carried out by MVDC. No serious defects were reported however it was

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acknowledged that the rubber matting under the swing set was bare and exposed and may need re-laying at some point; also that the entrance was not gated with a secure latch. Clerk explained this is for easy mower access.

### 9. COMMUNITY.

(280) Cllr Hardy confirmed that District Councillor Paul Potter had kindly agreed to be the flood signage representative for 'north of the river' and that the Snower Hill side will be managed by the farmer. Signs to be distributed indicating 'Warning' and 'Hazard' (not 'road closed' signs).

(281) Clerk displayed a map from Surrey Hills AONB highlighting suggested areas put forward for expanding the AONB. Councillors agreed to support expansion of AONB however Clerk highlighted that despite enquiries to the organisation it was unclear what involvement is required from BPC at this time. Clerk to respond on behalf of PC to voice support.

(282) Cllr Edwards provided a brief summary from the 'Sustainable Betchworth' online workshop, confirming that approx. ½ of those who attended had since volunteered to become more involved in sustainability with various focuses within the village. This initiative shall run as a separate entity from the PC. Cllr Edwards confirmed that the birdboxes on order will be delivered after Christmas (stored and delivered to the Hamilton Room); 15 to be distributed to NDPS. A member of public has offered to make two 'bug hotels' to be placed near the Hamilton Strip as part of the Burialground Community Project. Clerk to liaise with Cllr Edwards/Youth residents to assist with transporting bird box kits.

(283) Clerk addressed deterioration of the mound at the newly positioned post at The Street. Further discussion required to re-build and prevent wheels from future damage to mound and sign, as well as re-planting/turfing/bulbs/plug plants (keeping a natural & rural form).

### 10. COMMUNICATIONS/IT.

### 11. CLERK'S REPORT.

### 12. FINANCE.

(284) A budget with notes was presented to Councillors. Following clarification on expenditure allocations from the Clerk, Councillors formally approved the budget for 2021/22. A discussion took place regarding a contribution towards a project for the Church – possibly cleaning the War Memorial – Clerk to explore further.

(285) Councillors were informed of CIL money to be awarded to Betchworth in respect of Snowerhill and The Firs developments due in April 2021.

Councillors to start considering appropriate infrastructure projects. Clerk to circulate CIL expenditure guidelines to all Councillors. Cllr Clack advised exploring Match funding with Highways in order to maximise project potential. Proposed by Cllr Rogers, Seconded by Cllr Wilson, Approved by Chair Cllr Hardy.

(286) Councillors approved the Precept for 2021/22 – with no increase from previous year to reflect current climate.

(287) Councillors unanimously resolved to formally adopt the revised Financial Regulations (dated November 2020) and agreed to raise the expenditure threshold requiring 3 estimates from £100 to £300.

(288) Clerks remuneration was approved (signed by Cllr Hardy and approved by Cllr Rogers) for 2021/22 with a higher than inflation increase in order to

Clerk

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Clerk

*John Hardy*



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bring Clerk's salary closely in line with the NALC SCP Pay Scales. Clerk shall continue to voluntarily opt out of Government Pension for 2021/22.

(289) Councillors agreed that the Clerk should request the outstanding PIC money from MVDC (project to be agreed)

(290) Receipts acknowledged for £156.83 (VAT return Apr 1 20- 23 Sept 20) and £3,300 Burialground (ERB x 3)

(291) Councillors viewed an up to date Financial Summary – income increased due to burialground receipts and expenditure below budget despite increasing.

Clerk to circulate bank statements to Cllrs Rogers and Winter.

(292) The following amounts were approved by Cllrs Winter and Rogers for payment in December 2020.

IB00298	M Hallett – Oct Salary Phone expenses	£	904.84
IB00299	HMRC – NI	£	38.72
IB00300	Countours National Hardscapes	£	2520.00
IB00301	Barkers Print Limited	£	226.80
IB00302	Norbury Park Wood Products	£	1290.00
IB00303	Shires Pay Services	£	39.60
IB00304	Elite Hi-Vis	£	151.59
IB00305	Tim Lyver	£	249.39
IB00306	Total Grounds Maintenance	£	498.00
IB00307	Discounted Cleaning Supplies	£	297.00
IB00308	Bernard Hawkins	£	123.60

Clerk

### 13. ANY OTHER BUSINESS.

(293) Cllr Hardy reported further following a meeting with the Betchworth Estate, consideration for one large/two small allotments could be introduced behind the village shop at some time in the future. Also discussed was the informal parking area at the south of the Common Field. Betchworth Estate likely to put scalplings down to level the mud due to inaccessibility during winter months, with a view to a more durable all-season parking facility for the school remaining a consideration.

(294) Clerk to liaise with member of public to assist with facilitating Zoom calls for community projects.

(295) Councillors expressed interest in a SALC-led '3-year vision plan' session; TBA in New Year.

Clerk

### 14. FUTURE MEETING DATES.

(296) Next Parish Council Meetings, 4<sup>th</sup> January 2021, 1 February 2021 Tues 31 March 2021 – Betchworth Annual Parish Meeting

(297) Parish Magazine Article for December 2020, deadline Monday 14 December 2020 – 'Follow the Footpaths'

(298) Councillor Hardy closed the meeting at 10.16pm

Clerk

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*John Hardy*  
*4/1/21*