

**BETCHWORTH PARISH COUNCIL**

**MINUTES** of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **TUESDAY 4 MAY 2021**, held remotely via Zoom online and dial-in platform.

The meeting was recorded for the purpose of minute-taking.

Present: Cllrs Hardy (Chair), Rogers, Higgins, Edwards, Randall and Clerk (Marion Hallett), Councillor Wilson, County Councillor Helyn Clack, District Councillor Budd and the Burialground Caretaker attended part of the meeting.

ACTION

**1. ELECTION OF CHAIRMEN.**

(1) Councillor Randall proposed and Councillor Rogers seconded Julie Hardy as Chair for the coming year. Cllr Hardy proposed and Cllr Rogers seconded Councillor Winter as Vice Chair for the coming year.

**2. ACCEPTANCE OF OFFICE**

(2) Chair and Vice Chair both verbally accepted responsibilities; Clerk to confirm appointment to Vice Chair due to his absence. Signing of declarations was arranged by the Clerk.

**3. APOLOGIES FOR ABSENCE.**

(3) Apologies were received from District Councillor Potter and Cllr Winter.

**4. DECLARATIONS OF INTEREST.**

(4) No declarations were received.

**5. MINUTES OF THE PREVIOUS MEETING.**

(5) The minutes of the meeting held on 6<sup>th</sup> April were approved and signed by Councillor Hardy acknowledging amendments to minute reference numbers 465 and 475.

**6. ELECTION OF GROUPS**

(6) The Finance Group remains the same comprising Councillors Hardy, Winter, Wilson, Rogers (Chair), Clerk and Bernard Hawkins (advisor).

(7) Councillor Higgins will be representative for Betchworth United Charities.

(8) Councillor Wilson will be the representative for the Village Memorial Hall Committee.

(9) Councillor Winter will continue as Footpaths Officer.

(10) Councillors agreed to form a Planning Group comprising Councillors Hardy, Randall, Higgins, Wilson and Clerk and agreed that a minimum of three members shall make a valid decision on behalf of the Council where required. Councillors agreed the purpose and function of the group as follows: To convene on an ad-hoc basis to discuss planning matters which require an immediate response OR To convene when a full Parish Council meeting is not scheduled. The purpose of the group shall be to discuss and agree responses to planning matters when Full Council is not possible. Any decisions which are not time sensitive to be made at full Council meetings and wait until next meeting.

**7. COMMUNITY POLICE REPORT.**

(11) A report was received for the months of March and April 2021. A number of incidents were reported but no record of crimes.

**8. OPEN FORUM.**

(12) No matters arising.

DRAFT

## 9. TRANSPORT HIGHWAYS AND FOOTPATHS.

(13) A member of the community had reported large tyres dumped near the footpath between Barleymow and A25. Cllr Hardy to investigate and take a photo with exact location.

Cllr Hardy

(14) Cllr Budd passed on a request to reduce the speed limit to 30mph along Wellhouse Lane. He also suggested the creation of (2no?) passing places along Wellhouse Lane. Councillors acknowledged the poor state of Wellhouse Lane. Clerk to contact Highways.

Clerk

(15) Councillor Hardy confirmed no further news at present from Clarion regarding replacement boards, despite follow up efforts from Clerk.

## 10. PLANNING.

### New Applications & Appeals (0)

#### Appeals (0)

#### Late Applications (0)

### Results (3)

#### MO/2021/0089

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

Variation of Condition 2 of planning permission MO/2020/1584 for the variation of condition 2 of planning permission MO/2019/0868 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 an increase on the ridge heights of the detached garages serving Plots 1 and 3.

APPROVED

#### MO/2021/0262

Wellwood, Wellhouse Lane, Brockham, Betchworth, Surrey, RH3 7HH  
Certificate of Lawfulness for the proposed development in respect of the erection of a two storey rear elevation and single storey side extensions.

REFUSED

#### MO/2021/0437

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

Discharge of conditions 11 and 12 of approved planning permission MO/2020/2143 for the erection of a replacement dwelling with detached garage

CONDITIONS APPROVED

### Appeal Decisions (0)

#### Late Results (0)

### Other Matters

## 11. AMENITIES.

(16) The memorials for French, Smallbone and Diserens were approved, subject to confirming by Councillor Wilson after the meeting.

Cllr Wilson

(17) Family of Smallbone memorial to be sent burialground rules to ensure their understanding of restrictions and no burialground gardens allowed. Request also made to check whether stone is polished prior to approval.

BG  
Caretaker

(18) 8.26pm Cllr Clack joined the meeting

(19) The revised Burialground Rules were approved.

(20) Following a leak at the burialground allotment tap whilst Cllr Wilson was away, Councillor Edwards agreed to be a second key holder for allotment water tap (mains in road). Cllr Wilson to show Cllr Edwards where this is located.

Cllrs Wilson  
& Edwards

**12. COMMUNITY AND COMMUNICATIONS (NEW SECTION).**

(21) Councillor Budd and County Councillor Clack agreed to update Clerk as and when there is any progress with Wonham Lane flood spot at the junction of Sandy Lane.

(22) Cllr Budd left the meeting.

(23) Councillor Hardy highlighted the NALC Rural Broadband consultation (deadline 25 May 21) and asked Clerk to request a response is submitted by Cllr Winter on behalf of the Parish Council.

Cllr Winter

(24) Councillor responsibilities were reviewed and agreed for 2021 as follows:

Airports	Councillors Wilson & Winter
Allotments	Councillor Wilson
Betchworth Station*	Councillor Randall
Betchworth United Charities	Councillor Higgins
Burial Ground & Pavilion	Bernard Hawkins (Caretaker), Councillor Wilson
Church	Councillor Higgins
Country watch	Councillors Edward & Rogers
Community Resilience	Councillors Edwards & Rogers
Data Protection	Councillor Winter
Estate	Councillor Hardy
Finance Group	Councillors Hardy, Winter, Rogers (Chair), Wilson, Clerk, B Hawkins (ad-hoc advisor)
Footpaths Officer	Councillor Winter
Goulburn Green	Councillor Edwards
Greener Betchworth*	Councillors Edwards & Higgins
Health	Councillor Hardy
Highways & Transport	Councillor Randall* & Wilson
JJ Franks	Councillor Hardy
Planning	Councillors Higgins & Randall*
Police	Councillor Rogers
Planning Group*	Councillors Hardy, Higgins, Randall, Wilson, Clerk
School & Education	Councillor Hardy
Website	Councillor Edwards, Clerk
Village Memorial Hall Committee	Councillor Wilson

\*new/amended

(25) Councillors agreed to hold the next two Parish Council meetings (June and July) in the main Betchworth Village Hall. Clerk advised that masks must be worn for the duration of the meeting. Masks and Hand cleaning facility to be provided. Clerk to book.

Clerk

**13. SUSTAINABILITY AND ENVIRONMENT (NEW SECTION)**

(26) Councillors discussed memorial ideas for HRH The Duke of Edinburgh, whether planting/plaque or naming/renaming a path. Councillors to suggest ideas at next meeting.

All

(27) Clerk displayed new 'Re-Betchworth' logo. Cllr Edwards updated those present that a number of ideas and discussions are ongoing and agreed to circulate minutes/updates from meetings to the Clerk and Councillors going forward. Next step is to launch the website – website domain to be funded by Parish Council – launch deadline mid-June.

Cllr  
Edwards

DRAFT

(28) Councillor Hardy highlighted an initiative to be hosted by Brockham Parish Council for a bike workshop to coincide with Bike Week (from May 30<sup>th</sup>).

Betchworth to support with a view to hosting its own bike project in the future.

(29) Cllr Higgins mentioned the idea of a holiday forest school for Children – Clerk to follow up with Family Activities Chair.

(30) 9.04pm Cllr Hardy welcomed Burialground Caretaker to the meeting.

(31) 9.05pm Cllr Clack left the meeting.

Clerk

Clerk

#### 14. CLERK'S REPORT.

#### 15. FINANCE.

(32) Clerk confirmed that the unaudited annual accounts are currently displayed on the village website.

(33) The unaudited accounts for 2020/21 were approved.

(34) Zurich Municipal to continue as insurers for the coming year.

(35) Councillors acknowledged receipts of £175 (allotments), £1130

(burialground), £6810.50 (1<sup>st</sup> half precept) £1149.50 (concurrent grants)

(36) The Clerk displayed financial summary highlighting an increase in income.

Clerk notified those present that CIL money receipt is imminent. Cllr Higgins reminded those present of guidelines and restrictions for the expenditure of CIL money, to address the increased demands that a development puts on an area. Cllr Higgins asked whether Village Hall and/or Church could be included in considerations. All Councillors to consider ideas for CIL expenditure and submit ideas to Clerk. Clerk to re-send rules regarding allocation and expenditure to Councillors.

All

(37) The following amounts were approved for payment in May 2021:

IB00329	Marion Hallett – Salary Phone expenses	£	962.64
IB00330	HMRC – NI	£	54.20
IB00331	Josh Flynn Gardening Services	£	750.00
IB00332	Josh Flynn Gardening Services – Fingerpost Mound	£	355.50
IB00333	Zurich Municipal Insurance	£	331.86
IB00334	H Edwards ref: Wordpress/Bluehost Re-Betchworth Website hosting	£	92.45
IB00335	M Hallett – Zoom Pro hosting	£	71.94

#### 16. ANY OTHER BUSINESS.

(38) Breaking Ground for Poland Meadow will take place on 17 May 2021 at 5pm. Cllr Randall to attend on behalf of the Parish Council.

#### 17. FUTURE MEETING DATES.

(39) Councillors approved The Meeting plan circulated by the Clerk in the event that face to face meetings cannot be possible until September 2021

(40) Councillors approved The Scheme of Delegation circulated by the Clerk in the event that face to face meetings cannot be possible until September 2021  
Next Parish Council Meetings –Monday 7<sup>th</sup> June 2021 and Monday 5<sup>th</sup> July in Betchworth Village Hall.

- 13<sup>th</sup> May @ 7pm GACC AGM – attendees?
- 17<sup>th</sup> May @5pm Breaking Ground at Meadow
- Wednesday 19 May 2021 – Internal Audit (Clerk)

**Parish Magazine Article: deadline for May mag: 17<sup>th</sup> May 2021. Clerk to ask public for CIL expenditure ideas.**

(41) Councillor Hardy closed the meeting at 9.28pm

Cllr Winter/  
Wilson  
CllrRandall

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