

**BETCHWORTH PARISH COUNCIL  
AGENDA**

Please take note that an **Annual Meeting** of the Parish Council will take place on **Tuesday 3<sup>rd</sup> May at 8.00pm** in Betchworth Village War Memorial Hall.

**1. ELECTION OF CHAIRMEN**

To elect Chairman and Vice-Chairman  
To receive declarations of acceptance of office from Councillors

**2. APOLOGIES FOR ABSENCE**

To receive any apologies for absence from Councillors

**3. DECLARATIONS OF INTEREST**

To receive any declarations of interest from Councillors with respect to any item to be considered at the meeting.

**4. MINUTES of PREVIOUS MEETING (4<sup>th</sup> April 2022)**

To approve and sign the minutes from the last Parish Council meeting on 4<sup>th</sup> April 2022.

**5. ELECTION OF GROUPS**

To elect Parish Council representative/s for The Finance Group  
To elect Parish Council representative/s for Betchworth United Charities  
To elect Parish Council representative/s for The Village Memorial Hall Committee  
To elect Parish Council representative/s for The Planning Group  
To elect a Footpaths Officer  
To elect a Highways Officer

**6. CO-OPTION OF A NEW COUNCILLOR**

To discuss position of Councillor with Robert Ashdown and vote for position

**7. COMMUNITY POLICE REPORT**

To receive an update from the Neighbourhood Police Team.

**8. OPEN FORUM**

An opportunity for local residents and businesses to raise topics with the Parish Council.

**9. TRANSPORT, HIGHWAYS AND FOOTPATHS**

Footpath Officers Report – an update on local footpaths and rights-of-way -Cllr Winter  
Highways and Transportation Update – Cllr Randall  
Gatwick update – Cllr Winter

- Acknowledge and support FASl response
- Acknowledge and support response on Route 4

**10. PLANNING**

**Ratification of Planning Observations made (1)**  
**MO/2022/0547**

**The Evergreens, Reigate Road, Betchworth, Surrey, RH3 7DB**

Variation of condition 4 of approved planning permission MO/2021/0584 for the change of use of land to gypsy caravan site, to allow one of the touring caravans to be replaced with a static caravan for a temporary period of 2 years.

**Object referring to previous comments**

**New Applications (0)**

**Appeals (0)**  
**Decisions (1)**  
[MO/2022/0154](#)

**17, Poland Meadow, Middle Street, Brockham, Betchworth, Surrey RH3**  
Conversion of loft space into habitable accommodation and insertion of 2 No. rooflights in the eastern roof slope.

**APPROVED WITH CONDITIONS**

**Appeal Decisions (0)**  
**Other Matters (0)**

**11. AMENITIES**

- To acknowledge play equipment dates checked 9/4 and 20/4
- To acknowledge and agree next steps with The Orchard tree removal
- To discuss and agree the requirement for a mobile flag pole on Goulburn Green

**12. COMMUNITY AND COMMUNICATIONS**

Discuss and agree name for ward boundaries before submission  
Platinum Jubilee 2022 Update

- To approve the funding for tree and plaque in GG
- To approve the funding for 70 trees and plaques for Jubilee event
- To approve the funding for insurance for jubilee events on Goulburn Green
- To approve any further funding requested

Works on Station Road – 16<sup>th</sup> May

To Review and approve Councillor responsibilities, currently held/proposed as follows:

Airports	Councillor Wilson, Councillor Winter
Allotments	Councillor Wilson
Betchworth Station	Councillor Randall
Betchworth United Charities	Councillor Higgins
Burial Ground & Pavilion	Cheryl Sexton (Clerk)*, Councillor Wilson
Church	Councillor Higgins
Country watch *	Councillor Rogers
Community Resilience *	Councillor Rogers
Data Protection	Councillor Winter
Estate	Councillor Hardy
Finance Group *	Councillors Hardy, Winter, Rogers (Chair), Wilson, Clerk, C Sexton (Clerk)*
Footpaths Officer	Councillor Winter
Goulburn Green *	Councillor Winter
Greener Betchworth*	Councillor Winter*, Councillor Higgins
Health	Councillor Hardy
Highways & Transport	Councillor Wilson, Councillor Randall
JJ Franks	Councillor Hardy
Police	Councillor Rogers
Planning Group	Councillors Hardy, Higgins, Randall, Wilson, Clerk
School & Education	Councillor Hardy
Walled Garden *	
Website *	Clerk
Village Memorial Hall Committee	Councillor Wilson

\*new/amended

**13. SUSTAINABILITY AND ENVIRONMENT**

#### 14. CLERKS UPDATE

Discuss and agree approach to new Code of Conduct  
Acknowledge ongoing action log  
Agree observations on any new planning applications that fall outside of meeting timescales.

#### 15. FINANCE

To formally reapprove end of year bank reconciliation incl £80 unclaimed VAT  
To review insurance quotes and agree insurer for 2022/23  
To review signatories on bank accounts  
To approve compliance of workplace pension for Clerk remuneration  
Present Internal Audit Report to Council and formally adopt  
To complete AGAR section 1 – Annual Governance Statement  
To approve AGAR section 2 – Accounting Statements  
To acknowledge notification dates for Exercise of Public Rights  
To acknowledge receipt of £8630.50 (£8508 1<sup>st</sup> half precept & Grants), (£122.50 allotments)

Monthly Financial Summary – to note the current financial position

To approve the following amounts for payment in May

IB00430	Cheryl Sexton – Salary, Phone, expenses	£	1235.71
IB00431	HMRC – NI (April)	£	159.23
IB00432	Betchworth Hall Hire – May Meeting	£	47.00
IB00433	Cheryl Sexton – Zoom Subscription	£	59.95
IB00434	Julie Hardy (APM Refreshments)	£	21.64
IB00435	SALC (Annual Subs SALC/NALC)	£	372.80
IB00436	Gatwick Area Conservation Camp Subs	£	10.00
IB00437	Shires Payroll – P35/60 submission	£	48.00
IB00438	Ian Wilson (Valve for allotment tap)	£	6.72
IB00439	Josh Flynn Gardening (March Grass)	£	235.00
IB00440	Josh Flynn Gardening (April Grass)	£	755.00
IB00441	HSBC Monthly Bank Charge	£	5.00

#### 16. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTTING AND FOR INCLUSION ON A FURTHER AGENDA

Please advise Chairman prior to the meeting

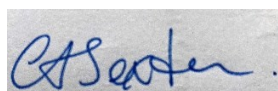
#### 17. CONFIDENTIAL ITEMS (Closed to Public and Press)

To review tenders and agree supplier for the Forest School Survey

#### 18. MEETING DATES

- a. Next Parish Council Meetings – 6<sup>th</sup> June 2022, 4<sup>th</sup> July 2022
- b. Internal Audit – 25 April – Clerk
- c. 3 B's Alignment Meeting – 26 April - Clerk
- d. GACC AGM – 16 May
- e. 3-5 June 2022 – Platinum Jubilee and Queen's Grand Parade – Community
- f. Betchworth Village Tennis Tournament – 16<sup>th</sup> & 17<sup>th</sup> July - Community

**Parish Magazine Article: deadline for June mag: 15<sup>th</sup> May 2022 (invitation for email address)**



Signed: Cheryl Sexton, Parish Clerk 26 April 2022