

BETCHWORTH PARISH COUNCIL

MINUTES of the MEETING of the BETCHWORTH PARISH COUNCIL held on MONDAY 4th April 2022, commencing at 8.00pm in the Betchworth Village Hall, Station Road, Betchworth.

Present: Cllrs Winter (Chair), Rogers, Randall and Clerk (Cheryl Sexton), District Councillors Budd and Potter and 3 members of the public.

ACTION**1. APOLOGIES FOR ABSENCE**

(422) Apologies were received from the Chairman Julie Hardy, Cllr Wilson, Cllr Higgins, and County Councillor Clack.

2. DECLARATIONS OF INTEREST

(423) Declaration of interest was received from Councillor Winter, relating to planning application MO/2022/0433, prior notification for the formation of a track (neighbour) The book was signed.

3. MINUTES OF THE PREVIOUS MEETING

(424) The minutes of the meeting held on 7th March 2022 were approved and signed by Cllr Winter acknowledging amendments to minute 377, replacing Beech trees with Birches and minute 382 highlighting it was a meeting with The Surrey County Council Countryside officer.

4. COMMUNITY POLICE REPORT

(425) The police report with incidents for March 2022 were displayed, discussed and acknowledged, with no significant items raised.

5. OPEN FORUM

(426) Cllr Winter welcomed a member of the public representing Re-Betchworth, it was agreed to bring the agenda item regarding the proposed Re-Betchworth grant forward to allow representation.

(427) Re-Betchworth provided an update on their position regarding their bank account, a meeting is due to take place week commencing 11 April to finalise the opening of an account. It was acknowledged and communicated that the council supported the application in principle but could not approve and issue a grant until a bank account is in place.

(428) Re-Betchworth provided the council with an update on the Forest School survey and requested that the council instruct the survey, as the bank account is not in place. Betchworth Parish Council approved the request. Cllr Winter explained the correct procedures that need to be followed. An invitation to tender needs to be issued by The Clerk. Due to the size of the payment we must strive to obtain 3 quotations which will be discussed and agreed at the May meeting.

Clerk

(429) Re-Betchworth representative left the meeting (8.10pm).

(430) District Councillor Budd reported to council that he has organised to fly the Ukrainian Flag in Strood Green and also at Brockham Church, he asked if Betchworth would follow suit and suggested using St Michaels church as a location. The Council unanimously agreed to support this. Clerk to discuss with Church Warden to obtain permission.

Clerk

6. TRANSPORT HIGHWAYS AND FOOTPATHS

(431) Cllr Winter provided an update on Footpaths. A successful meeting was held with The Betchworth Estate and SCC Countryside agreeing the positioning

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of the Kissing Gates. A date is still to be confirmed but it is anticipated to be towards the end of April.

(432) It was agreed with The Betchworth Estate that stones could be put into the hoop of the kissing gates but not anywhere else on the footpaths, Clerk to organise the delivery of these when appropriate.

(433) The footpath by the Post Office was discussed with The Betchworth Estate, it was agreed that council should contact JJ Franks to move forward.

(434) A member of the public had brought to council's attention about an overgrown hedge going across the footpath 580 which runs behind Tranquil Dale, it was agreed that the Clerk would contact the owner to bring it to their attention.

(435) Cllr Randall provided an update on Highways. It was noted that the location drawing for the village boundary signs from SCC was still awaited. As agreed, when final confirmation is received this will be shared with Buckland following interest and final orders will be made.

(436) Cllr Randall updated the council on the proposed station parking, no feedback has been received from the agents, so Cllr Randall is reviewing possible alternatives. It was requested that District Councillor Budd and Cllr Randall meet to discuss.

(437) Cllr Randall brought to the council's attention that we still have a speed survey to conduct on Wellhouse Lane. It was requested that a gentle reminder be given to Highways as well as including a comprehensive list of out-standing actions.

(438) Cllr Randall displayed several photographs for The Street, highlighting the damage to the retaining support wall which is now endangering the footpath and he also highlighted the lack of signage notifying that there is a school along the road. It was agreed to highlight these to Highways following a meeting that is planned with the School to ensure that we can align with their travel policy.

(439) Cllr Randall displayed several photographs following the work that has been completed on Betchworth Bridge. It was noted that the council were disappointed that Highways did not consult prior to the work being done. Cllr Randall highlighted the work that has been done, again highlighting the lack of pedestrian signage. It was also discussed that there is still an issue with the road surface where the road is worn causing a potential hazard. It was agreed to write to Highways with outstanding issues.

(440) Cllr Winter provided an update on Gatwick, asking for Councillors comments to his draft FASI response. It was noted that Cllr Winter was thanked for his presentation of his response.

Clerk

Clerk

Clerk

Cllr Randall

Clerk

Cllr Randall/
Clerk

Cllr Randall/
Clerk

7. PLANNING

Ratify comments made outside of meeting (0)

New Applications (1)

MO/2022/0433

Land adjacent to Great Oaks, Snowerhill Road, Betchworth, Surrey, RH3 7AQ
Prior notification for the formation of a track for agricultural purposes

No comment, to be ratified with the planning committee

Appeals (0)

Late Applications (0)

Decisions (5)

MO/2020/2096

The Dolphin Inn (PH), The Street, Betchworth, Surrey, RH3 7DW

Erection of a detached barn and pergola to the rear garden, reposition and extend festoon lights and astro turf, reduce the existing paved patio area and clad an existing burger shack.

APPROVED WITH CONDITIONS**MO/2022/0152**

2 Burlands Cottages, Roothill Lane, Betchworth, Surrey, RH3 7AS
Certificate of Lawfulness for the proposed development in respect of the erection of an outbuilding for the incidental enjoyment of the main Dwellinghouse.

APPROVED**MO/2021/2354**

More Place, Wonham Lane, Betchworth, Surrey, RH3 7AD
Erection of a new single storey rear extension following removal of existing conservatory and pool house extension and new glazed roof over side link. Removal of modern garage door and replacement with windows and infill brickwork and associated internal works. (Application for Listed Building Consent.)

APPROVED WITH CONDITIONS**MO/2021/2353**

More Place, Wonham Lane, Betchworth, Surrey, RH3 7AD
Erection of a new single storey rear extension following removal of existing conservatory and pool house extension and new glazed roof over side link. Removal of modern garage door and replacement with windows and infill brickwork and associated internal works.

APPROVED WITH CONDITIONS**MO/2022/0115**

4, The Quarry, Betchworth, Surrey, RH3 7BY
Variation of condition 2 of approved planning permission MO/2021/0317 for the erection of first floor side extension and alterations to fenestration, to allow a change from a slate roof to a slate grey insulated metal roof system and replace the cedar exterior wall cladding with larch boarding to match existing.

APPROVED WITH CONDITIONS**Appeal Decisions (0)****Late Results (0)****Other Matters****2022/0050/ENF**

The Evergreens, Reigate Road, Betchworth, Surrey, RH3 7DB
Alleged breach of new mobile home.

(441) A discussion took place regarding the enforcement that had been raised against The Evergreens on the erection of a new static home. This enforcement has now been replaced by the latest application that has been submitted for retrospective approval (Planning reference MO/2022/0547). It was discussed and agreed that the council's previous objections are still relevant and stand. Betchworth Parish Council will object to this latest application, reinforcing our previous comments and highlighting that the previous conditions stated no variances. Comments will be passed to the Planning Committee to formally object.

Planning
Committee

8. AMENITIES

(442) Confirmation received that the play equipment has been checked- dates submitted to Clerk as 9/3, 19/3 and 27/3.

(443) Clerk confirmed that the allotment tap has now been switched on.

(444) Council acknowledged the war memorial had been cleaned and approved payment.

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(445) Council acknowledged that the 5 trees had been planted on Goulburn Green.

(446) The clerk updated the council on The Orchard, unfortunately the work to remove the 2 scion rooted apple trees was halted resulting in only 1 tree being removed. A member of the public halted the work, as it was deemed an unsafe situation it was agreed not to continue at this time. Council unanimously agreed that the work needed to be completed and Cllr Hardy and Winter will make contact with MOP to discuss. Mattree kindly agreed to complete the work at an agreed time for no extra charge.

Cllr Hardy/
Cllr Winter

9. COMMUNITY AND COMMUNICATIONS

(447) A candidate for the new councillor position will be attending the May meeting.

(448) The clerk displayed the draft recommendations for the ward boundaries to Council. It was agreed that we would comment on the proposed ward name. Clerks recommendation was to come up with some suggestions that would be discussed with the neighbouring parishes so that we could all work together on a new proposal. It was suggested The 4 B's and Headley. It was requested that Councillors make any recommendations to The Clerk in the next 2 weeks so that it can be debated at May's meeting.

All

(449) It was highlighted that consultation closes on 6 June for the Ward Boundaries proposal.

10. SUSTAINABILITY AND ENVIRONMENT

11. CLERK'S REPORT

(450) Council acknowledged the correspondence noted on agenda.

(451) It was suggested that a proposed litter pick could take place on Pebblehill as the road is being closed from 7pm – 7am on 11 April. Clerk to obtain information on work being carried out to deem if safe to do so.

(452) Action log was acknowledged.

(453) It was acknowledged that MO/2022/0547 (as a late entry). This was discussed earlier in the meeting under planning. This will appear on next months agenda.

Clerk

12. ANNUAL FORMAL REVIEW OF POLICIES AND PROCEDURES

(454) The standing order was acknowledged and approved.

(455) The Financial Regulations were discussed and agreed to be reviewed when the budget is set in November. The Financial Regulations were last approved September 2021).

(456) The Code of conduct was acknowledged and approved.

(457) The Complaints procedure was acknowledged and approved.

(458) The Scheme of Delegation was acknowledged and approved.

(459) The risk register for 2022/23 was acknowledged and approved, it was noted that a risk assessment must be received for all contractors used.

(460) All documents are to be displayed on website.

(461) District Councillor Budd and District Councillor Potter left (9pm)

Clerk

13. FINANCE

(462) Re-Betchworth Grant application was discussed under Open Forum. It was approved in principle but the grant will not be given until a bank account is in place.

(463) It was acknowledged that all allotment invoices were issued.

(464) The end of year bank reconciliation was formally approved.

(465) The unaudited end of year accounts for 2021/22 were formally approved.

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(466) The earmarked reserves were formally approved (War Memorial £648, Gateways for A25 and Pebblehill £10582.21 and Re-Betchworth Final Grant for 2021/22 £41)

(467) The revised financial risk assessment for 2022/23 was formally approved and adopted.

(468) The VAT submission was acknowledged.

(469) Council acknowledged receipts of £1256.65 (VAT reclaim)

(470) Council acknowledged receipts of £70 (allotment fees)

(471) Council formally approved an additional 20 hours to be paid to Clerk for the month of March and paid in April. This will also now be included in budget forecasts recognising the additional work required in March for APM and End of Year Accounts.

(472) Council formally approved Shires accountants to continue as a payroll provider in 2022/23.

(473) Clerk displayed an up to date finance summary.

(474) The following amounts were approved for payment in April 2022 by Cllrs Rogers and Winter:

IB00420	Cheryl Sexton – Salary, Phone, expenses	£	1093.07
IB00421	HMRC – NI (March)	£	92.44
IB00422	Cheryl Sexton–FastHosts Upgrade Mthly Chg	£	5.99
IB00423	Betchworth Hall Hire – April Meeting	£	35.00
IB00424	Prelude Stone – War Memorial Clean	£	648.00
IB00425	CPRE Annual Membership	£	36.00
IB00426	HSBC Monthly Charge	£	5.00
IB00427	James Benn – Hedgehog Feeding Station	£	40.65
IB00428	FABB – Grant	£	200.00
IB00429	The Hamilton Room Trust (BVA Grant)	£	620.00

PLEASE NOTE THAT IB00420 and IB00423 were showing as incorrect numbers on the agenda, this was corrected during the meeting and approved by Cllr Winter and Cllr Rogers. The amended figures are shown above and are now reconciled.

14. FUTURE MEETING DATES.

- Next Parish Council Meetings - 3 May 2022, 6 June 2022
- 20's Plenty Presentation – 6th April – Cllr Winter
- Holiday 11th April – 19th April - Clerk
- Internal Audit – 25 April - Clerk
- 3-5 June 2022 – Platinum Jubilee and Queen's Grand Parade – Community

**Parish Magazine Article: deadline for May mag: 10th April 2022
(invitation for email address)**

(475) Councillor Winter thanked the 2 members of the public for attending and closed the meeting at 9.10pm

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