

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **TUESDAY 3rd MAY 2022**, commencing at 8.00pm in the Betchworth Village Hall, Station Road, Betchworth.

Present: Cllrs Hardy (Chair), Winter, Rogers, Higgins, Clerk (Cheryl Sexton), County Councillor Helyn Clack, Robert Ashdown, and a member of the public who attended part of the meeting.

ACTION

1. ELECTION OF CHAIRMEN

(1) Councillor Winter proposed and Councillor Higgins 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. Signing of declarations was completed in presence of councillors.

3. APOLOGIES FOR ABSENCE

(3) Apologies were received from District Councillor Potter, District Councillor Budd, Cllr Wilson and Cllr Randall.

4. DECLARATIONS OF INTEREST

(4) No declarations were received.

5. MINUTES OF THE PREVIOUS MEETING

(5) The minutes of the meeting held on 4th April were approved and signed by Councillor Hardy.

6. ELECTION OF GROUPS

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

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

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

(9) The Planning Group remains the same comprising of Councillors Hardy, Randall, Higgins, Wilson, Clerk and with the addition of Councillor Winter.

(10) Councillor Winter will continue as Footpaths Officer.

(11) Councillor Randall will continue as Highway Officer.

7. CO-OPTION OF A NEW COUNCILLOR

(12) Councillors unanimously agreed the co-option of Mr Robert Ashdown as Councillor. Robert officially accepted the position and confirmed by signing an Acceptance of Office in the presence of councillors. Robert was welcomed to the Parish Council.

8. COMMUNITY POLICE REPORT

(13) The police report with incidents for April 2022 were displayed, discussed, and acknowledged. It was agreed that the Clerk was to make contact to see if there is anything that the Parish Council could do to help with the number of incidents relating to mental health.

Clerk

9. OPEN FORUM.

(14) A member of the public has raised a concern regarding the verge running from FP451 to Tweed Lane asking for it to be made safe. A discussion was had

Cllr
Winter

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with Cllr Winter agreeing to walk the area and make a recommendation to be submitted. County Councillor Clack asked that the recommendation to be sent to her for progressing if appropriate.

(15) It was agreed to move part of agenda item 12 to Open Forum to allow the member of public from Re-Betchworth to speak.

(16) Re-Betchworth representative updated the Parish Council on the progress of setting up their bank account to accept the grant. It is in progress but is taking longer than anticipated.

(17) Re-Betchworth representative updated the Parish Council on the plans to contribute towards the planting of 70 trees to join in with The Queens Green Canopy initiative as part of The Jubilee celebrations. The group will be working with Knights to offer a reduced price tree or a free whip for planting. Members of the community will be encouraged to sign up over the jubilee weekend, marking where they will plant the tree with the view to plant in the autumn. Re-Betchworth asked if the Parish Council would be happy to contribute to this initiative. It was unanimously agreed that the Parish Council would contribute up to £2150 which will cover a contribution to the 70 trees, the jubilee tree that will be planted in Goulburn Green together with the associate plaque. The clerk will work with Re-Betchworth on the logistics and payment.

(18) MOP left the meeting.

Clerk/Re-Betchworth

10. TRANSPORT HIGHWAYS AND FOOTPATHS

(19) Cllr Winter provided an update on the Kissing Gates installation, we are still awaiting dates from SCC Countryside, Clerk to chase.

(20) A discussion was had regarding High Ridge Woods, these footpaths are currently closed, but it was agreed that these will be looked at for potential kissing gates to be installed in the future, will also look at the feasibility of making them safe for mobility scooters.

(21) Although Cllr Randall was unable to attend, an update was provided and read out. The location for the gateways on A25 has now been approved, we are awaiting estimates back from SCC for these as well as the speed reduction on Old Reigate Road from Arkle Manor. A meeting is to be held with the school to review their travel plan and traffic calming measures to improve safety in The Street and we are awaiting further feedback with regards parking at the station. Cllr Winter asked County Councillor Clack for confirmation of the SCC attitude to 20mph zones, having attended a 20s Plenty zoom meeting. Cllr Clack discussed the pros and cons and suggested that we consult the SCC policy document on the subject.

(22) Cllr Winter talked through the issue with the timing of the Route 4 feedback regarding Gatwick, Councillors thanked Cllr Winter for responding on behalf of Betchworth Parish Council and approved content of this and the final FASI feedback submitted.

(23) County Councillor Clack raised the Noise Envelope proposal and suggested that Cllr Winter investigate this.

Clerk

Cllr Winter

Cllr Winter

11. PLANNING

(24) **MO/2022/0547 The Evergreens, Reigate Road, Betchworth, Surrey, RH3 7DB** – The objection submitted by the Planning Group was ratified. Cllr Higgins made County Councillor Clack aware that an incorrect application had been made which was agreed to be investigated.

County Councillor Clack

Decisions (1)

MO/2022/0154

17, Poland Meadow, Middle Street, Brockham, Betchworth, Surrey

Conversion of loft space into habitable accommodation and insertion of 2 No.

rooflights in the eastern roof slope.

APPROVED WITH CONDITIONS

(25) Cllr Higgins alerted the Councillors that a developer is asking for comments with reference to The Bungalow, Kiln Lane. An application is not currently in place but will be kept on the radar so that we are able to comment when appropriate.

Cllr Higgins

12. AMENITIES

(26) Confirmation received that the play equipment has been checked – dates submitted to Clerk as 9/4 and 20/4

Clerk

(27) Cllr Hardy provided an update on The Orchard tree removal. Following an intervention from a member of the public the work to remove 2 scion rooted trees on The Orchard (which had been formally approved by Betchworth Parish Council) was halted due to public safety. The member of the public was due to complain but nothing was received. Cllr Hardy and Cllr Wilson arranged a meeting with the member of the public to explain why the 2 trees are being removed which is for the greater good of The Orchard, and to provide assurance that they would be replaced as we are bound by a covenant. Unfortunately, the meeting was inconclusive, and a compromise could not be reached. It was unanimously agreed by Betchworth Parish Council that the 1 remaining tree is to be removed and replaced; the work will continue with the agreed detailed plans for The Orchard. Clerk to seek advice from the Police and will contact Tree Surgeon to continue.

(28) A discussion was had regarding the benefits of having a flagpole and the opportunities it gives. The position was debated as several concerns were aired about placing one in Goulburn Green mainly due to the lack of space. The Village Hall was made as a suggestion due to its history and positioning in the village. Cllr Winter to discuss with Cllr Wilson. County Councillor Clack is very supportive of such an initiative also offered a contribution using her allowance to support.

Cllr Winter

13. COMMUNITY AND COMMUNICATIONS

(29) It was agreed that Betchworth Parish Council would support the proposal for the Ward Boundaries keeping the 3 B's together, but would object to the proposed ward name. We would like all 5 districts named and see no reason why this would not be considered. Clerk to respond.

Clerk

(30) The funding for the trees was approved under minute 17.

(31) Betchworth Parish Council insurance will not cover the Jubilee events as they are being managed and organised by the community. The Clerk displayed an insurance for £61.60 which will cover the Jubilee events on Goulburn Green, it was unanimously agreed that BPC will pay for this. Clerk to approve quote and arrange payment under S137.

Clerk

(32) It was noted that there are no other jubilee funding requirements.

(33) Station Road closure now due on 16th May, proposed Litter Picking will take place on this day. Clerk to confirm with contact week before and Cllr Winter has contact with contractors to confirm.

(34) 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 | Cheryl Sexton (Clerk)*, Councillor Wilson |

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|---------------------------------|----------------------------------------------------------------|
| Church | Councillor Higgins |
| Country watch * | Councillors Rogers |
| Community Resilience* | Councillors Rogers |
| Data Protection | Councillor Winter |
| Estate | Councillor Hardy |
| Finance Group* | Councillors Hardy, Winter, Rogers (Chair), C Sexton (Clerk) |
| Footpaths Officer | Councillor Winter |
| Goulburn Green* | Councillor Wilson |
| Greener Betchworth* | Councillors Winter & Higgins |
| Health | Councillor Hardy |
| Highways & Transport | Councillors Randall and Wilson |
| JJ Franks | Councillor Hardy |
| Police | Councillor Rogers |
| Planning Group* | Councillors Hardy, Higgins, Randall, Wilson, Winter, Clerk |
| School & Education | Councillor Hardy |
| Website | Clerk |
| Village Memorial Hall Committee | Councillor Wilson |
| *new/amended | |

14. CLERK'S REPORT

(35) A new code of conduct has been released, Clerk is to advise council to adopt, will be added to June agenda.

(36) It was acknowledged that MO/2022/0551 (as a late entry) Wayside, Leigh Road, Betchworth, Surrey, RH3 7AW. Erection of a single storey rear extension, erection of a loft extension to create rooms in roof space, modifications to front bay window, addition of covered side porch. It was discussed to be of no consequence therefore no comment. To appear on next months agenda to ratify.

(37) County Councillor Clack left the meeting at 9.25pm

Clerk

15. FINANCE

(38) Clerk presented the end of year bank reconciliation which was approved.

(39) Clerk presented the quotations for the annual insurance and it was recommended and agreed that Zurich Municipal to continue as insurers for the coming year at a cost of £350.86.

(40) Signatories to stay the same on the existing bank accounts.

(41) Clerk reported a clean audit from Mulberry and Co.

(42) Councillors considered and formally adopted the internally audited accounts for y/e 31 March 2022.

(43) Councillors resolved to approve Section 1 of the Annual Governance Statement 2021/22 which was completed and signed by Councillor Hardy (Chair) in the presence of Councillors.

(44) Councillors resolved to approve Section 2 of the Annual Return with associated notes which was duly signed by Councillor Hardy (Chair) in the presence of Councillors.

(45) Councillors acknowledged dates for the Exercise of Public Rights commencing on Monday 13th June 2022 until Friday 22nd July 2022.

(46) Councillors acknowledged receipts of £122.50 (allotments) and £8508 (1st half precept and grants)

(47) Clerk was unable to present monthly summary as she is working on the revised spreadsheet, this will be available from next month.

(48) The following amounts were approved for payment in May 2022:

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| IB00430 | Cheryl Sexton – Salary, Phone, expenses | £ | 1235.71 |
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| IB00431 | HMRC – NI (April) | £ | 159.23 | Clerk |
| IB00432 | Betchworth Hall Hire – May Meeting | £ | 47.00 | |
| IB00433 | Cheryl Sexton – Zoom Subscription | £ | 71.94 | |
| 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. CONFIDENTIAL ITEMS (Closed to Public and Press)

(49) Council discussed the tenders to complete the Forest School Survey and unanimously agreed to proceed with ArB Consultancy Trees Limited for the cost of £480. Clerk to make the necessary arrangements. Clerk

17. FUTURE MEETING DATES.

- a. Next Parish Council Meetings – 6th June 2022, 4th July 2022
 - b. GACC AGM – 16 May – Require an attendee
 - c. 3-5 June 2022 – Platinum Jubilee and Treety – Community
 - d. Betchworth Village Tennis Tournament – 16th & 17th July - Community
- Cllr
Wilson/Winter

Parish Magazine Article: deadline for June mag: 15th May 2022 (invitation for email address)

(50) Councillor Hardy closed the meeting at 9.39pm
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