

**DRAFT**

**BETCHWORTH PARISH COUNCIL**

**MINUTES** of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 6<sup>TH</sup> JUNE 2022**, commencing at 8pm in the Betchworth Village Hall, Station Road, Betchworth

**Councillors (Cllrs) present:**

Cllr Edward Winter (EW) Chairman  
Cllr Graham Randall (GR)  
Cllr Robert Ashdown (RA)  
Cllr Colin Rogers (CR)  
Cllr Ian Wilson (IW)  
Cllr Martin Higgins (MH)

**Apologies**

Cllr Julie Hardy (JH)

**Attending:**

District Councillor Potter  
District Councillor Budd

**Apologies**

County Councillor Clack

**In attendance:** Cheryl Sexton (CS), Clerk & RFO

<b>Minute #</b>	<b>Agenda item</b>	<b>Who</b>
<b>51</b>	<b>APOLOGIES FOR ABSENCE</b> Apologies were received from the Chairman Councillor Julie Hardy and County Councillor Clack.	
<b>52</b>	<b>DECLARATIONS OF INTEREST</b> Declaration of interest was received from Councillor Winter, relating to planning application MO/2022/0847 and MO/2022/0846 Great Oaks, and from Councillor Ashdown relating to MO/2021/999 The Firs. The book was signed.	
<b>53</b>	<b>MINUTES OF THE PREVIOUS MEETING</b> The minutes of the meeting held on 3 <sup>rd</sup> May were approved and signed by Councillor Winter.	
<b>54</b>	<b>COMMUNITY POLICE REPORT</b> The police report with incidents for May 2022 was displayed, discussed, and acknowledged. Clerk to again contact the police to offer Parish Council support if required.	CS
<b>55</b>	<b>OPEN FORUM</b> District Councillor Potter raised the issue regarding the lack of contracted maintenance by Clarions on The Street. Both Cllr Potter and Clerk have been in contact to request that the contracted work is completed. District Councillor Potter has since requested a meeting with management to understand what residents are getting for the service charge they are paying. Clerk to keep on review.	CS

June 2022

<b>TRANSPORT, HIGHWAYS AND FOOTPATHS</b>		
<b>56</b>	Cllr Winter provided an update on footpaths. The kissing gates are due to be installed on 23 <sup>rd</sup> June with SCC Countryside, Cllr Winter will issue a request for volunteers and work with Clerk on logistics a plan will be issued later this month.	EW/CS
<b>57</b>	The Clerk displayed the response from SCC regarding the path that runs between Betchworth Station and The Coombe, highlighting that they are stating there is nothing that they can do to help with the lighting or the vegetation. A discussion was held and it was agreed that BPC would be prepared to make a contribution to tidy up the vegetation before the winter but we would need to be appointed as an agent. Clerk to contact SCC.	CS
<b>58</b>	Following a site visit to the verge running from FP451 to Tweed Lane, Cllr Winter has agreed that a recommendation should be made to look at turning this into a footpath. Clerk to issue request to County Councillor Clack as previously requested.	CS
<b>59</b>	A concern was raised by Cllr Randall re the hedges being dangerous to passersby running from Kiln Lane to the Post Office as the Hawthorns are overgrown. Clerk to make request to The Estate asking if it can be cut back to permit safe walking.	CS
<b>60</b>	Cllr Randall provided an update on Highways. Estimates for the agreed Gateways and speed reduction on Old Reigate Road from Arkle Manor are still out-standing due to the transition of contractors at SCC. Concern to be recorded from Cllr Randall and the rest of the council at the delay in these estimates and lack of engagement.	CS
<b>61</b>	Cllr Randall and Clerk will meet with the school to discuss their travel policy before making recommendations on traffic calming on The Street.	GR
<b>62</b>	Cllr Randall discussed the proposed speed survey on Wellhouse Lane, Cllr Higgins suggested that this is currently in place. Clerk to ascertain from SCC if this is the case and report back to council.	CS
<b>63</b>	Cllr Randall updated the council on the A24 Horsham to Dorking Corridor Feasibility Study, where he will be representing Betchworth Parish Council.	
<b>64</b>	The agenda item for Great Western Railways Community Fund was brought forward from Community and Communications. Cllr Randall updated the Council on the request to provide submissions to GWR. A discussion was had about the requirement to provide parking which Cllr Randall will include in his submission by end of June. Copy to go to Councillors.	GR
<b>65</b>	Cllr Winter provided an update on The Noise Envelope initiative as part of his Gatwick update. Cllr Winter together with local Community Noise Groups and GACC (Gatwick Area Conservation Campaign) is requesting changes including an extension to the consultation period. Cllr Winter to circulate information for interest.	EW

	<p><b>PLANNING</b></p> <p><b>MO/2022/0551</b>  <b>Wayside, Leigh Road, Betchworth, Surrey, RH3 7AW.</b>  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.  <p style="text-align: right;"><b>No Comment Ratified</b></p> <p><b>MO/2022/0742</b>  <b>More Place, Wonham Lane, Betchworth, Surrey, RH3 7AD</b>  Internal alterations to reinstate previously closed door opening and open up between existing and proposed kitchen spaces.  <p style="text-align: right;"><b>No Comment Ratified</b></p> <p><b>MO/2022/0751</b>  <b>8, Tranquil Dale, Buckland, Betchworth, Surrey, RH3 7EE</b>  Erection of a single storey rear/front extension, side roof dormer extension following demolition of conservatory and garden store.  <p style="text-align: right;"><b>No Comment Ratified</b></p> <p><b>MO/2022/0847</b>  <b>Great Oaks, Snowerhill Road, Betchworth, Surrey, RH3 7AQ</b>  Prior notification for the erection of a single storey rear extension of 6.70 metres deep and 3.00 metres high with a height at the eaves of 3.00 metres.  <p style="text-align: right;"><b>No Comment</b></p> <p><b>MO/2022/0846</b>  <b>Great Oaks, Snowerhill Road, Betchworth, Surrey, RH3 7AQ</b>  Certificate of Lawfulness for the proposed development in respect of the erection of an outbuilding  <p style="text-align: right;"><b>No Comment</b></p> <p><b>MO/2021/1999</b>  <b>The Firs, The Street, Betchworth, Surrey, RH3 7DJ</b>  <b>Variation of Condition</b> 1, 8 &amp; 11 of planning permission  <b>MO/2021/0089/CC</b> for demolition of existing dwelling and replacement with 3 No. detached dwellings with double garages, provision of associated landscaping and use of existing access in relation to the existing boundary wall.  <p style="text-align: right;"><b>Comment on concerns with the fence and landscaping</b></p> <p><b>PROPOSED BASE STATION UPGRADE AT CS 136483_32 / VF 35_24 - BETCHWORTH WATER TOWER, OFF BOXHILL ROAD, BOXHILL, KT20 7PU</b>  <p style="text-align: right;"><b>No comment</b></p> </p></p></p></p></p></p></p>	
	<p><b>AMENITIES</b></p> <p>66 Acknowledged that the play equipment has been checked on 13<sup>th</sup> &amp; 25<sup>th</sup> May.</p> <p>67 Council discussed The Orchard trees replacement and removal project, as already approved to continue with the planned work, the following timetable was agreed. In late October we will replace the tree that has</p>	
		CS
		IW

	been removed (Cllr Wilson to provide recommendation), we will then remove the 2 <sup>nd</sup> scion rooted tree in late Autumn and also replace with the 2 <sup>nd</sup> recommended tree	
68	Council discussed the paper that The Clerk had circulated regarding the Burial Gound Pavillion clean. It was agreed that Council wished to continue with the existing workman to complete the work pending revised estimate which will be reapproved at appropriate meeting.	CS
69	Councillors approved the memorial inscription for Slot & Kenny – Clerk to respond.	CS
70	Clerk confirmed that all invoices for the allotments had been received and the waiting list has been updated.	
	<b>COMMUNITY AND COMMUNICATIONS</b>	
71	Great Western Railways Community Fund was covered under Highways Update.	
72	The Betchworth Jubilee Event which was run by the community was deemed a successful and fun event for all. Betchworth Parish Council would like to formally extend their thanks and congratulations to all that contributed their time, effort and thoughts into the event.	CS
73	An update was provided on our pledge to plant 70 trees, we are currently standing at 62 trees and are on target to hit 70. Re-Betchworth thanked Betchworth Parish Council as this would not have been achieved without our backed voucher scheme which was widely praised.	
	<b>POLICIES AND PROCEDURES</b>	
74	The new Members Code of Conduct was acknowledged and formally adopted. Clerk recommended that all councillors should go on the training which was being offered – dates to be reissued.	CS
75	The Model Standing Orders 2018 – Updated April 2022, was acknowledged and formally adopted. Clerk to update website.	CS
	<b>CLERKS UPDATE</b>	
76	Response to the Boundary Review was acknowledged as being submitted.	CS
77	Revised charges for Betchworth Village Hall were displayed and formally agreed that the meetings will continue in the Hall due to the space and Wi-Fi available. Clerk to book for 2023.	CS
78	Acknowledged Ukraine briefing notes issued by SCC.	
79	It was acknowledged that MO/2022/0935 (as a late entry), <b>Rosemar Farm House, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NT</b> . This was	CS

80	discussed to be of no consequence. To appear on the agenda next month to ratify.  The clerk raised the request for an expression of interest for the latest Treescapes initiative. Although BPC were unable to take part last year it was agreed that we should express interest and request that these can be planted on the Estates land as was originally required last year. It was agreed that we should request whips and feathers to go towards the planned jubilee wood.	CS																														
81	District Cllrs Budd and Potter left at 9.20pm.																															
<b>FINANCE</b>																																
82	Councillors acknowledged that the insurance for Betchworth Parish Council is in place.																															
83	Councillors acknowledged receipt of £270 (Burialground).																															
84	Council resolved that the HSBC bank mandate is to include the new additions of : Cllrs Winter, Randall, Ashdown and Clerk and to remove E.Stow, H.Edwards, I.Docwra and M. Hallett. Clerk distributed the forms to be signed and will issue to bank.	CS																														
85	Clerk displayed the revised up to date financial summary, it was agreed that next month a table with the numbers will be included as an appendix.	CS																														
86	<p>The following amounts were approved for payment in June 2022 by Cllrs Rogers and Wilson:</p> <table border="1" data-bbox="336 1238 1315 1585"> <tr> <td>IB00442</td> <td>Zurich – Annual Insurance</td> <td>£350.36</td> </tr> <tr> <td>IB00443</td> <td>Knights – Jubilee Tree Vouchers</td> <td>£900.00</td> </tr> <tr> <td>IB00444</td> <td>C Sexton – Salary &amp; Expenses</td> <td>£1014.01</td> </tr> <tr> <td>IB00445</td> <td>Mulberry &amp; Co – Internal Audit</td> <td>£272.16</td> </tr> <tr> <td>IB00446</td> <td>HMRC – May Payment</td> <td>£74.93</td> </tr> <tr> <td>IB00447</td> <td>Betchworth Village Hall</td> <td>£18.00</td> </tr> <tr> <td>IB00448</td> <td>C Sexton – Jubilee Insurance</td> <td>£61.60</td> </tr> <tr> <td>IB00449</td> <td>HSBC – Monthly Payment (incl chq process)</td> <td>£5.80</td> </tr> <tr> <td>IB00450</td> <td>Knights – Amelanchier Jubilee Tree</td> <td>£82.73</td> </tr> <tr> <td>IB00451</td> <td>Josh Flynn Gardening</td> <td>£660.00</td> </tr> </table>	IB00442	Zurich – Annual Insurance	£350.36	IB00443	Knights – Jubilee Tree Vouchers	£900.00	IB00444	C Sexton – Salary & Expenses	£1014.01	IB00445	Mulberry & Co – Internal Audit	£272.16	IB00446	HMRC – May Payment	£74.93	IB00447	Betchworth Village Hall	£18.00	IB00448	C Sexton – Jubilee Insurance	£61.60	IB00449	HSBC – Monthly Payment (incl chq process)	£5.80	IB00450	Knights – Amelanchier Jubilee Tree	£82.73	IB00451	Josh Flynn Gardening	£660.00	
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<b>URGENT MATTERS AT DISCRETION OF CHAIRMAN</b>																																
87	Cllr Wilson displayed a draft of the proposed map of Betchworth places of interest which was discussed. Would like to see it displayed on gateway to church and also on gateway to Betchworth House. Cllr Wilson and Clerk to look at gaining approval from owners and produce quotations for approval at a future meeting.	IW/CS																														
88	Suggestion was made to request that the map could be part of the GWR funding. Cllr Randall to include in his suggested request.	GR																														

	<p><b>FUTURE MEETING DATES:</b></p> <ul style="list-style-type: none"> <li>• Parish Council Meetings: 4<sup>th</sup> July, 1<sup>st</sup> August</li> <li>• Role of Parish Councillors Training: 13<sup>th</sup> June – Cllr Ashdown</li> <li>• 3 B's Alignment Meeting: 23<sup>rd</sup> June – Clerk</li> <li>• North Downs Line AGM: 4<sup>th</sup> July – Cllr Randall</li> <li>• Betchworth Village Tennis Tournament: 16<sup>th</sup>/17<sup>th</sup> July</li> <li>• SLCC Meeting: 20<sup>th</sup> July – Godalming – Clerk</li> <li>• MVDC Clerk Meeting: 3<sup>rd</sup> August – Clerk</li> </ul> <p><b>PARISH MAGAZINE ARTICLE: Invitation for email address.</b></p>	
<b>89</b>	<b>MEETING CLOSED AT 21.35pm</b>	

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