

DRAFT

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 1st AUGUST 2022**, commencing at 8pm in the Betchworth Village Hall, Station Road, Betchworth

Councillors (Cllrs) present:

Cllr Julie Hardy (JH) Chairman
Cllr Graham Randall (GR)
Cllr Ian Wilson (IW)
Cllr Colin Rogers (CR)
Cllr Robert Ashdown (RA)

Apologies

Cllr Martin Higgins (MH)
Cllr Edward Winter (EW)

Attending:

Apologies

District Councillor Budd
District Councillor Potter
County Councillor Clack

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

Minute #	Agenda item	Who
117	APOLOGIES FOR ABSENCE Apologies were received from Cllr Higgins, District Councillor Budd, County Councillor Clack, Cllr Winter and District Councillor Potter.	
118	DECLARATIONS OF INTEREST No declarations were received.	
119	MINUTES OF THE PREVIOUS MEETING The minutes of the meeting held on 4 th July were approved and signed by Councillor Hardy.	
120	COMMUNITY POLICE REPORT The police report with incidents for July 2022 was displayed, discussed, and acknowledged.	
	OPEN FORUM There were no items for discussion.	
121	TRANSPORT, HIGHWAYS AND FOOTPATHS Cllr Winter was not at the meeting but provided an update by email. 2 more kissing gates have been installed, which now leaves 4 more to complete. A request for volunteers will be issued shortly when the ground is softer to make installation easier.	EW
122	Following on from actions from previous months (#58, #96), a request was submitted to SCC to see what action they could do to mow/flatten the verge on Middle Street between the junction with Tweed Lane and	

August 2022

123	Footpath 451. Sadly the response was that as this is a rural grass verge it will be treated the same as any other and is highways responsibility which is on their schedule. It was suggested that we contact County Cllr Clack to see if she is able to help with funding, this route has already been taken and due to the excessive amount of money this would cost it was agreed not to pursue. Council is happy to support parishioner and we will keep as an active action and look for other grants. Clerk to issue a copy of email to parishioner.	CS
124	Cllr Randall provided an update on Highways. Cllr Randall expressed his ongoing disappointment as all our speed reduction plans are currently on hold due to the continued issues that we are experiencing with SCC Highways and the new contractors. We are still awaiting a response on our outstanding actions including Wellhouse Lane and The Gateways.	
125	Cllr Randall updated council on The Old Reigate Road speed reduction plan, a quote has been received but it was not complete. It was not split between the parishes as required and the proposed plan was not produced, this has been returned to Highways and we are awaiting the Traffic Engineer to return from holiday to respond.	
126	Cllr Randall updated the council on The Street. The plan is to progress our recommendations and plans for the most appropriate and effective speed reduction proposals for The Street, which will be presented to the school for comment and estimates requested for implementation. It was agreed that we will not be recommending speed bumps or chicanes due to the size restriction of the road and requirement for lighting. The recommendations will be supported with a revised programme of speed watch activity.	
127	Cllr Randall updated council that the investigation in parking at the station is in progress.	
128	Council acknowledged and unanimously approved the response to the latest Gatwick Expansion Consultation. It was also noted that parishioners should also comment if they are concerned about the expansion and impact it will have.	
128	The next stage of Route 4 Airspace Air Change Process (ACP) has been published. Cllr Winter will circulate comments before the next meeting.	EW
	<p>PLANNING</p> <p>MO/2022/1057 Highworth, The Street, Betchworth, Surrey, RH3 7DJ Variation of Conditions 2 and 6 of planning permission MO/2020/2143 for the erection of a replacement dwelling with detached garage to allow the substitution of the photovoltaic panels on the building with 10 photovoltaic panels located in the north east corner of the site.</p> <p style="text-align: right;">No comment Ratified</p> <p>MO/2022/1063 3, Home Farm Close, Betchworth, Surrey, RH3 7DX</p>	

	<p>Erection of 4kW solar panel ground array</p> <p style="text-align: right;">No comment Ratified</p> <p>New Application MO/2022/1143 Betchworth Nursery, Station Road, Betchworth, Surrey, RH3 Replacement of and extensions to existing structures. Support proposal but require conditions regarding traffic, lighting, hours of business, visual impact.</p> <p>Decisions (2) MO/2022/0551 Wayside, Leigh Road, Betchworth, Surrey, RH3 7AW Erection of a single storey rear extension, single storey side/front extension and alterations to the roof to create rooms in roof space, modifications to front bay window, addition of covered side porch APPROVED WITH CONDITIONS</p> <p>MO/2022/0742 More Place, Wonham Lane, Betchworth, Surrey, RH3 7AD Internal alterations to reinstate previously closed door opening and open up between existing and proposed kitchen spaces. APPROVED WITH CONDITIONS</p> <p>Other Matters The Evergreens Cllr Hardy provided an update stating that the appeal is going to planning committee on 2 August. District Cllr Budd has delegated our voice to a nominated representative as he is on holiday. Council reiterates our original comments that we have made and issued these to District Councillor Budd. We commented 'the application breaches the last consent restricting any extension of further mobile units. The Applicant has again installed a further unit, knowing that enforcement action would not be taken while a retrospective application had been lodged. If granted there must be strict conditions tied to personal family use & the guideline set down that no further breaches will be entertained.'</p>	CS
<p>129</p> <p>130</p> <p>131</p> <p>132</p>	<p>AMENITIES</p> <p>Acknowledged that the play equipment has been checked on 5th, 15th & 22nd July.</p> <p>Memorial request for Overington was approved. Clerk to proceed.</p> <p>Memorial request for Skinner was discussed, the wording of memorial was approved but more clarity was required regarding the sizing and stone. Clerk to seek clarification and issue to Cllr Wilson for approval.</p> <p>Clerk displayed the update on the work for The Pavillion and the revised costings. The work is now nearly complete and it is estimated to be appx £855 plus materials. The Clerk notified council that this money will be reallocated in Capital Projects and will not impact the final budget number. It was unanimously approved to continue. Cllr Wilson will attend a site visit on completion of work.</p>	<p>CS</p> <p>IW</p>

133	Cllr Wilson discussed the possibility of putting in bird roosting spikes to prevent nesting of birds in the pavilion. It was agreed to proceed. Clerk to discuss with member of the community regarding installing these and will get an estimate to be approved at next meeting.	CS
134	The clerk displayed a photo of a damaged post in the Burial Ground, an estimate has been received and it was approved to spend up to £100 getting a replacement post and labour. Clerk to organise.	CS
135	It was suggested that a post on the gate may need replacing, Cllr Wilson to have a look when next at the Burial Ground.	IW
COMMUNITY AND COMMUNICATIONS		
136	Council endorsed support for the removal of the illegal camp, which has since moved on.	
137	Cllr Randall discussed the successful bid for investment from GWR for the historical poster. It was agreed that this would be placed in 3 areas, 1 by the church (subject to approval) and 2 in Betchworth Station. Cllr Ashdown also suggested adding this to the website which was also agreed. It was approved to obtain a mock-up of the poster (£35) to use as a work in progress and a prototype – Clerk to organise.	CS
SUSTAINABILITY AND ENVIRONMENT		
138	Clerk informed council that the invitation to join Surrey Climate Commission's interactive climate map was sent to Re-Betchworth.	
POLICIES AND PROCEDURES		
139	The GDPR policies presented were approved and adopted. Clerk to update website.	CS
140	Council approved to join ICO (Information Commissioners Office) following recommendation from Clerk.	CS
141	Cllr Wilson agreed to be point of contact for first approval of the proposed draft Complaints and Vexatious policies when Clerk has drafted them.	IW
CLERKS UPDATE		
142	Clerk displayed Clerks Report which will be added to the website supporting documents with the minutes, items in red are new items published since the agenda.	CS
143	It was acknowledged that MO/2021/0094 (as a late entry), Land South of Betchworth Village Hall, Station Road, Betchworth, Surrey, RH3 7DF , appeal decision has been made. It was discussed that this will be reviewed to ensure that the conditions are upheld. To appear on the agenda next month.	CS

	FINANCE																												
144	Council approved the set up of DDM for ICO £35																												
145	Council approved the unbudgeted spend of £150 for annual IT support																												
146	Clerk displayed and discussed the up-to-date financial summary.																												
147	The following amounts were approved for payment in August 2022 by Cllrs Rogers and Wilson:																												
	<table border="1"> <tr> <td>IB00464</td> <td>HSBC Bank Charge</td> <td>£5.00</td> </tr> <tr> <td>IB00465</td> <td>Cheryl Sexton – Salary & Expenses</td> <td>£1139.74</td> </tr> <tr> <td>IB00466</td> <td>HMRC – July Payment</td> <td>£45.12</td> </tr> <tr> <td>IB00467</td> <td>Betchworth Village Hall – Aug Mtg</td> <td>£47.00</td> </tr> <tr> <td>IB00468</td> <td>Shires (Payroll April to June)</td> <td>£39.60</td> </tr> <tr> <td>IB00469</td> <td>Cheryl Sexton – Microsoft Annual Sub</td> <td>£59.99</td> </tr> <tr> <td>IB00470</td> <td>DLG Computers Ltd – Annual IT Support</td> <td>£150.00</td> </tr> <tr> <td>IB00471</td> <td>Cheryl Sexton – SSL Certificate Renewal</td> <td>£42.00</td> </tr> <tr> <td>IB00472</td> <td>PKF Littlejohn (External Auditors)</td> <td>£360.00</td> </tr> </table>	IB00464	HSBC Bank Charge	£5.00	IB00465	Cheryl Sexton – Salary & Expenses	£1139.74	IB00466	HMRC – July Payment	£45.12	IB00467	Betchworth Village Hall – Aug Mtg	£47.00	IB00468	Shires (Payroll April to June)	£39.60	IB00469	Cheryl Sexton – Microsoft Annual Sub	£59.99	IB00470	DLG Computers Ltd – Annual IT Support	£150.00	IB00471	Cheryl Sexton – SSL Certificate Renewal	£42.00	IB00472	PKF Littlejohn (External Auditors)	£360.00	
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148	Councillors acknowledged a debit from the Unity account of £18 which is a £6 p/m month service charge for 3 months. Cllr Rogers asked if this needs to be recredited as it is a CIL account, Clerk to investigate.	CS																											
149	Councillors acknowledged that there was not a grass cutting invoice this month due to the grass not needing cutting, there will be one cut in July which will be invoiced next month. It is anticipated that the cuts not used in July will be required at the end of contract.																												
	FUTURE MEETING DATES:																												
	<ul style="list-style-type: none"> a. Next Parish Council Meetings – 5th September , 3 October b. MVDC Clerk Meeting – 3rd August – Clerk c. Interim Audit and Training – 8th September -- Clerk d. 3 Bs Alignment Meeting – 13th September – Clerk e. Training – 5th October – Clerk f. MVDC Clerk Meeting – 5th October - Clerk 																												
	PARISH MAGAZINE ARTICLE: Invitation for email address																												
150	MEETING CLOSED AT 9.27pm																												

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August 2022

