

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 3rd April 2023**, commencing at 8pm in The Hamilton Room, Betchworth

Councillors (Cllrs) present:

Cllr Julie Hardy (JH) Chairman
Cllr Edward Winter (EW)
Cllr Colin Rogers (CR)
Cllr Martin Higgins (MH)
Cllr Ian Wilson (IW)
Cllr Graham Randall (GR)

Attending:**Apologies:**

District Councillor Budd (SB)
District Councillor Potter (PP)

Apologies:

Cllr Robert Ashdown (RA)

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

Minute #	Agenda item	Who
	APOLOGIES FOR ABSENCE	
402	Apologies were received from Cllr Ashdown, District Councillor Budd and District Councillor Potter.	
	DECLARATIONS OF INTEREST	
403	No declarations were received.	
	MINUTES OF THE PREVIOUS MEETING	
404	The minutes of the meeting held on 6 th March 2023 were approved and signed by Councillor Hardy.	
	COMMUNITY POLICE REPORT	
405	The police report with incidents for March 2023 was displayed, discussed, and acknowledged.	
	OPEN FORUM.	
406	<p>A number of items have been raised to the Clerk for inclusion during Open Forum for the council to acknowledge, discuss and agree next steps, please note that no members of the public attended.</p> <p>It has been reported that the fencing on the old Barley Mow site is an eyesore which often leans down towards the road in bad weather. Council acknowledged this and agreed to write to</p>	CS

	Highways to report citing public safety concerns due to a dangerous structure.	
407	A request has been received from a member of public to erect an additional village gateway at the base of Pebblehill. Council acknowledged and discussed this request. The village gateways are being installed to signify coming into the Parish. The 3 new approved gateways are being installed as close to Parish Boundaries as is possible. There are no current plans or funding to add any additional gateways in Betchworth at present. It was however noted that we will review other signage which may be erected at the requested position at the base of Pebblehill in response to the issues that are faced on this stretch of road. This will be picked up in a meeting on 19 th April.	CS
408	The clerk displayed some photos of overgrown trees which are causing a safety hazard on Pebblehill. It was noted that a member of the public has raised this issue with SCC on numerous occasions, but no action has been taken. It has been requested that Betchworth Parish Council write to SCC requesting that action be taken with the owners to maintain their trees. Council acknowledged this and agreed to write to SCC Highways to escalate and support.	CS
409	It was raised with the Clerk an issue regarding the lighting on Betchworth Train Station. In Q4 last year strip lights were installed along the platform which stay on all night. A parishioner has reported the bright lights to both Network Rail and Great Western Railway as the lights are shining into a young child's bedroom, but has as yet to receive a response or acknowledgement. Betchworth Parish Council have been asked to help. Council acknowledged this request and agreed to write to CEO of GWR (Great Western Railways) to ask that the lights are to be turned off and to remind them that Betchworth promotes and supports a dark skies policy and request that they comply.	CS
	TRANSPORT, HIGHWAYS AND FOOTPATHS	
410	Cllr Winter reported that the litter pick went well with 32 volunteers turning up to help. Councillors would like to thank all volunteers who gave up their time and to thank Joosje Hamilton for supplying hot drinks at The Betchworth Village Shop and Post Office for the volunteers. It was noted that we are awaiting Mole Valley to confirm the date scheduled for litter picking on Pebblehill.	
411	Cllr Randall updated council that he attended the Brockham Annual Parish Meeting to hear about their traffic calming proposals and to understand the impact they may have on our Parish. Cllr Randall explained the plans and council discussed their concerns regarding the potential impact to Betchworth as well as the environmental	

	issues. It was agreed to wait until formal consultation to respond formally.	
412	Cllr Randall updated Council that 2 new locations have been agreed to improve monitoring on the Speedwatch initiative, the locations are outside the Post Office on Old Reigate Road and at the end of The Walled Garden these have been agreed by the police as suitable speedwatch areas. This is hoped to bring in more volunteers to help. Communication to be drafted to request volunteers.	GR
413	Following the reporting of the damage done to the verges at the bottom of Pebblehill, Highways have responded stating that it might be helpful for The Parish Council to write a letter to the landlords asking them to access their site in a different manner. This was discussed and agreed that it was not feasible to do this as there is no space within the site to allow the larger vehicles to turn so there will always be an incident of reversing either upon entry or exit. It was stated following a site visit that these incidents which have caused the damage are 1 offs due to deliveries which would not be covered by the existing Operating Licence. It was agreed to seek guidance from Police as to where the lines of authority sit with this.	Clerk
414	The Clerk displayed the response from SCC Highways regarding the damage done to the verges in Sandy Lane. It was agreed that there is currently no appetite or funding to widen country rural lanes, but we will contact Highways to reinstate the rutted areas of road where the damage has been made.	Clerk
415	PLANNING Ratification of Planning Observations made (1) MO/2023/0255 South Lodge, Brockham Park, Gadbrook Road, Betchworth, Surrey, RH3 7AH Oak trees (marked T1 and T2 on submitted plan) - reduce the crown by 2.5-3 metres. (Includes the removal of dead wood - exempt works.) <p style="text-align: right;">No comment Ratified</p>	
416	New Applications (2) MO/2023/0323 6, Oakley Gardens, Betchworth, Surrey, RH3 7AZ T1 - Lime: crown lift to 4 metres, T2 - Lime: crown lift to 4 metres, T3 - Lawson Cypress: remove, T4 – Leylandii: remove, T5 - Lawson Cypress: remove, T6 - Lawson Cypress: remove, T7 - Western Red Cedar: remove. <p style="text-align: right;">No Comment</p>	
417	MO/2023/0306 Crossways Cottage, Leigh Road, Betchworth, Betchworth, Surrey, RH3 7AW	

	Demolition of existing conservatory and erection of a rear two storey extension, demolition of rear lobby following erection of a larger lobby with porch.	
	No Comment	
	AMENITIES	
418	It was acknowledged that the play equipment was checked on 10 th , 18 th and 25 th March.	
419	It was acknowledged that all 3 defibrillators were inspected in March by Cllrs Hardy and Winter. It was suggested that we ask The Betchworth Village Shop and Post Office to check the one by The Post Office monthly. Cllr Winter agreed to complete a checklist to provide them with.	EW
420	It was acknowledged that there were no new memorials to approve.	
421	It was acknowledged that the invoices for allotments have now been issued.	
422	A request has been received to look at starting a rejuvenation programme for the apple trees in the burial ground. This was acknowledged, discussed and suggested that we speak to Re-Betchworth asking for the volunteers to prune the trees as part of their initiative.	CS
423	It was acknowledged that the allotment tap has been turned on by Cllr Wilson but a problem has been encountered – Clerk has raised the issue with SES Water which has been acknowledged. Please note following the meeting this was fixed.	CS
424	The Clerk displayed the latest playground inspection report which is also displayed on the website. It was noted that the report was unchanged from previous years, it was acknowledged that there is a provision in the budget to repair the surface under the swings in 2023.	
425	It was acknowledged that the wildflower strip has been strimmed.	
426	It was acknowledged that the apple tree pruning workshop has taken place and that the debris was cleared up afterwards. Betchworth Parish Council would like to thank Re-Betchworth in their pledge to rejuvenate The Orchard.	
427	It was discussed and agreed that Betchworth Parish Council would pay £30 plus VAT for the restoration of the ashes plot 5X which has been disturbed by an animal.	CS

	COMMUNITY AND COMMUNICATIONS	
428	It was noted that the annual parish meeting took place on 27 th March, positive feedback has been received on the new approach.	
429	Cllr Wilson updated the council that the Historical Poster is now in place at Betchworth Rail Station.	
430	The Boundary Review for Surrey Hills AONB was discussed and council agreed that the proposal is desirable. All to look at the detail and send draft comments to Cllr Wilson copying in The Clerk. These will be collated and brought to May Council meeting for formal approval before submission on behalf of Betchworth Parish Council. Parishioners should be encouraged to respond on behalf of the community as they did during the first phase and complete the questionnaire.	IW/CS
431	<p>The Boundary Review for Surrey County Council was discussed and council agreed the response should be align to our comments to the previous Mole Valley Boundary review and also to mirror those from Buckland Parish Council stating :</p> <ul style="list-style-type: none"> • that the 3 B's be kept together, ideally within the same division as Boxhill and Headley • to link us to rural communities and not to larger wards 	CS
	CLERKS UPDATE	
432	Clerk displayed the revised Clerks Report which will be added to the website 'supporting files' with the minutes, highlighting areas in red since the issuing of the agenda. These were acknowledged.	
433	Ongoing action log was acknowledged and noted that this will be closed down for the end of the year any outstanding actions will be carried onto the new action log for 2023/24.	
434	It was acknowledged and agreed that Betchworth Parish Council will support the 2 existing councillors from Buckland and Capel to continue to serve as non-voting members of the Standards Committee assuming that they are elected in the Parish Council elections.	CS
435	It was acknowledged that there were no new planning applications to consider outside of meeting timescales.	
	FINANCE	
436	Council acknowledged and Cllr Winter and Cllr Rogers countersigned invoice IB00535 for Brunel Graving which was paid at the reduced amount of £282.66	

437	Council acknowledged that invoice IB00526 for Rydon Signs which was approved on 6.3.23 has not been paid as requirements had changed. The invoice has been represented as invoice IB00548 at a higher amount.																																					
438	Council formally approved the release of £200 to the Kings Coronation if required following agreement under AOB last month.																																					
439	Councillors acknowledged that the VAT submission on behalf of council (invoiced dated 1.9.22 to 28.2.23) was made for £555.17.																																					
440	Council acknowledged the receipt of £555.17 (VAT submission).																																					
441	Council acknowledged the receipt of £1535 (Burial Ground).																																					
442	Council formally approved the membership of The Countryside Charity (CPRE) and accepted the recommendation from The Finance Committee to pay the membership fee of £36.00, the increase that was requested may be considered for the next financial year.																																					
443	Cllr Rogers recommended that the council formally approve the end of year bank reconciliations, these were approved.																																					
444	The Clerk displayed the unaudited end of year accounts which were formally approved by Council.																																					
445	The Clerk displayed the earmarked reserves for 2023 which were supported by Cllr Rogers and approved by Council.																																					
446	<p>The following amounts were approved for payment in April 2023 by Cllrs Winter and Rogers:</p> <table border="1"> <tr> <td>IB00538</td><td>Mattree – Removal of debris in Orchard</td><td>120.00**</td></tr> <tr> <td>IB00539</td><td>Bank Charge – HSBC</td><td>5.00</td></tr> <tr> <td>IB00540</td><td>Cheryl Sexton – Salary & Expenses</td><td>1112.66</td></tr> <tr> <td>IB00541</td><td>HMRC – March Payment</td><td>73.30</td></tr> <tr> <td>IB00542</td><td>Re-Betchworth (Approved Grant)</td><td>3200.00</td></tr> <tr> <td>IB00543</td><td>FABB (Approved Grant)</td><td>200.00</td></tr> <tr> <td>IB00544</td><td>Hamilton Room (BVA Approved Grant)</td><td>1000.00</td></tr> <tr> <td>IB00545</td><td>B&B Toddler Group (Approved Grant)</td><td>250.00</td></tr> <tr> <td>IB00546</td><td>Josh Flynn Gardening</td><td>114.00</td></tr> <tr> <td>IB00547</td><td>CPRE Annual Membership</td><td>36.00</td></tr> <tr> <td>IB00548</td><td>Rydon Signs (Cabinets for Posters)</td><td>1273.20</td></tr> <tr> <td>IB00549</td><td>The Hamilton Room</td><td>20.00</td></tr> </table> <p>** It was noted that this was paid on 20/3 following finance committee approval and approved minute 343</p>	IB00538	Mattree – Removal of debris in Orchard	120.00**	IB00539	Bank Charge – HSBC	5.00	IB00540	Cheryl Sexton – Salary & Expenses	1112.66	IB00541	HMRC – March Payment	73.30	IB00542	Re-Betchworth (Approved Grant)	3200.00	IB00543	FABB (Approved Grant)	200.00	IB00544	Hamilton Room (BVA Approved Grant)	1000.00	IB00545	B&B Toddler Group (Approved Grant)	250.00	IB00546	Josh Flynn Gardening	114.00	IB00547	CPRE Annual Membership	36.00	IB00548	Rydon Signs (Cabinets for Posters)	1273.20	IB00549	The Hamilton Room	20.00	
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447	<p>URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND INCLUSION ON A FURTHER AGENDA</p> <p>Cllr Winter requested that it was noted that himself and a member of public would like to do an investigation as to what lies beneath the 'muck' on the site of where the retention ponds were discussed to go; on the junction of Wellhouse Lane and Wheelers Lane. There is a requirement to tidy up this area but first it needs to be understood what is underneath which is what this exercise will provide. A proposal will be brought to council for approval when appropriate. All relevant parties to be informed of plans (Estate, Cllr Budd and Brockham Parish Council).</p>	CS /EW
448	<p>FUTURE MEETING DATES</p> <p>The following dates were acknowledged:</p> <ul style="list-style-type: none"> a. Next Parish Council Meetings – 15th May, 5th June b. 3 B's Alignment Meeting – April – Clerk c. Surrey ALC Clerks Forum – 18th April – Clerk d. MVDC Clerks Meeting – 19th April – Clerk – Pippbrook e. Internal Audit – 24th April – Clerk f. Local Elections – 4th May <p>PARISH MAGAZINE ARTICLE: Invitation for email address, litter pick article, pledge your time</p>	CS
449	MEETING CLOSED AT 9.30pm	
	<p>THIS IS A CONTROLLED DOCUMENT – Betchworth Parish Council will NOT be held responsible for content when downloaded from the website.</p>	