

**BETCHWORTH PARISH COUNCIL**

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

**Councillors (Cllrs) present:**

Cllr Julie Hardy (JH) Chairman  
Cllr Graham Randall (GR)  
Cllr Robert Ashdown (RA)  
Cllr Ed Winter (EW)

**Attending:**

District Councillor Potter (PP)  
2 x Members of Public (MOP)

**Apologies:**

District Councillor Budd (SB)  
District Councillor Keay (PK)  
County Councillor Clack (HK)

**Apologies:**

Cllr Ian Wilson (IW)  
Cllr Martin Higgins (MH)

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

<b>Minute #</b>	<b>Agenda item</b>	<b>Who</b>
	<b>APOLOGIES FOR ABSENCE</b>	
<b>97</b>	Apologies were received from Cllr Wilson, Cllr Higgins, District Councillor Budd, District Councillor Keay and County Councillor Clack.	
	<b>DECLARATIONS OF INTEREST</b>	
<b>98</b>	No declarations were received.	
	<b>MINUTES OF THE PREVIOUS MEETING</b>	
<b>99</b>	The minutes of the meeting held on 5 <sup>th</sup> June 2023 were approved and signed by Councillor Hardy.	
<b>100</b>	<b>OPEN FORUM</b> As 2 members of the public were in attendance to discuss a topic that was covered under agenda item 12 it was agreed to bring this forward to open forum.	<b>CS</b>
<b>101</b>	Cllr Hardy welcomed 2 members of the public to the meeting and began by providing an introduction regarding the history of the request of additional playground provisions which had been made by a parishioner. A detailed report with recommendations and feedback which was produced by the parishioner was acknowledged and discussed, it was agreed to look at the recommendations suggested. It was noted that a risk assessment will need to be obtained for the wall by the proposed new equipment as there is	

<b>102</b>	some concern with the safety due to the age. Clerk to arrange a meeting with the playground provision suppliers to obtain quotes which will be presented at the next meeting. Council would like to formally thank all members of the community who have been involved and welcomes the community spirit that has been shown. Clerk to ensure that all parties interested are involved in the process.	
<b>103</b>	2 x MOP left the meeting at 8.20pm and the council resumed back to the proposed order of the agenda.	
<b>104</b>	Council discussed the number of complaints that have been received regarding the M25 diversion routes and the impact it was having on residents at night due to the increase and noise of speeding traffic. Residents should be encouraged to complain and record late night disturbance to Highways. County Cllr Clack is hopeful that the national highways agency will be more sympathetic and reduce closing off the motorway to lane closures only, keeping access on the M25.	
	It was reported that the Headley Road and Pebblehill junction is still experiencing issues with numerous accidents occurring. Betchworth Parish Council are awaiting the findings from the independent report that is due to be completed this month.	
<b>105</b>	<b>COMMUNITY POLICE REPORT</b>  The police report with incidents for June 2023 was displayed, discussed, and acknowledged.	
<b>106</b>	<b>TRANSPORT, HIGHWAYS AND FOOTPATHS</b>  A Highways report was displayed and presented by Cllr Randall. A copy of the report will be added to the website 'supporting files' with the minutes and on the noticeboards.	<b>CS</b>
<b>107</b>	Following on from the estimate of raising the kerb on The Street, it was agreed that this was a priority for Betchworth Parish Council and we would look to use some of our CIL funding (up to 25%). Clerk to contact County Cllr Clack to ensure that this is on the priority list for a highways scheme.	<b>CS</b>
<b>108</b>	Cllr Winter updated the council that an application is due this week to be submitted for the Gatwick airport expansion. Cllr Winter to keep council updated and we will ensure that residents are kept up to date.	<b>EW</b>
<b>109</b>	<b>PLANNING</b>  <b>Ratification of Planning Observations made (1)</b> <a href="#">MO/2023/0746</a>	

110	<p><b>Great Brockhamhurst Farm , Brockhamhurst Road, Betchworth, Surrey, RH3 7AP</b> Removal of condition (ii) of approved planning permission DHR/73/352 for a house of 1120 sq ft (104 sq m) and bungalow of 1011 sq ft (94 sq m) each with four habitable rooms, to allow occupation by persons other than those wholly employed or last employed in agriculture.</p> <p style="text-align: right;"><b>NO COMMENT RATIFIED</b></p> <p><b>New Applications (2)</b> <b><u>MO/2023/0787</u></b> <b>Betchworth Lodge, Pebble Hill Road, Betchworth, Surrey, RH3 7BW</b> Part single and part two storey rear extension to dwelling following demolition of part of existing dwelling.</p> <p style="text-align: right;"><b>NO COMMENT</b></p>	
111	<p><b><u>MO/2023/0800</u></b> <b>Crossways Cottage, Leigh Road, Betchworth, Betchworth, Surrey, RH3 7AW</b> Demolition of existing conservatory and erection of two storey extension. Demolition of rear lobby and replaced with a larger rear lobby with a porch.</p> <p style="text-align: right;"><b>NO COMMENT</b></p>	
112	<p><b>Decisions (1)</b> <b><u>MO/2023/0627</u></b> <b>The Old House South, The Street, Betchworth, Surrey, RH3 7DJ</b> Remove 7 No. Ash trees</p> <p style="text-align: right;"><b>NO OBJECTION</b></p>	
113	<p><b>AMENITIES</b></p> <p>It was acknowledged that the play equipment was checked on 16<sup>th</sup>, and 28<sup>th</sup> June with special care being taken to inspect the swings after reports of potential damage.</p>	
114	<p>It was acknowledged that an inspection of the Burial Ground took place with Cllr Wilson and Clerk on 22<sup>nd</sup> June 2023. The notes were displayed and acknowledged. The Clerk will continue to work through the actions from the inspection.</p>	CS
115	<p>A request was received from Re-Betchworth to hold a scything educational day on 28<sup>th</sup> August on the Wildflower strip on Goulburn Green. Cllr Wilson has considered this and recommends council approves. This was approved at the meeting subject to correct risk assessment taking place and Re-Betchworth using their own insurance.</p>	CS
116	<p>It was acknowledged that all 3 defibrillators were inspected in June by Cllrs Hardy and Winter.</p>	
117	<p>As Cllr Wilson was unable to attend the meeting, he made a recommendation to council to approve the memorial request for Park subject to the relief carving not being painted in a palette of colours.</p>	CS

	Black fill on the relief to match inscription would be acceptable but unpainted preferred. Council formally accepted this recommendation and approved the request. Clerk to contact Funeral Directors.	
	<b>COMMUNITY AND COMMUNICATIONS</b>	
<b>118</b>	It was acknowledged that the church car park will house a container and builders' toilets in the summer months to allow the church renovations to take place. Council thanked Betchworth Estate for the information.	
<b>119</b>	It was acknowledged that Gadbrook Road would be closed overnight on 6 <sup>th</sup> July for 3 nights while surface dressing took place. Residents will have received a communication from Surrey County Council.	
	<b>CLERKS UPDATE</b>	
<b>120</b>	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.	
<b>121</b>	Ongoing action log was acknowledged.	
<b>122</b>	Clerk advised that as no applications for a new parish councillor have been received, an advert for a co-option will be posted.	<b>CS</b>
<b>123</b>	It was acknowledged that there will not be a meeting in August. The scheme of delegation will be used where appropriate and all formal items will be ratified in September meeting.	
<b>124</b>	Clerk advised council that she will be on annual leave from 24 <sup>th</sup> July to 7 <sup>th</sup> August. Cllr Hardy will be named as point of contact for urgent items on Out of Office.	
<b>125</b>	It was acknowledged that MO/2023/0902 (as a late entry) Wellwood, Wellhouse Lane, Betchworth, RH3 7HH. This was discussed and agreed no comment required. To appear on next meeting's agenda to ratify.	<b>CS</b>
<b>126</b>	Cllr Potter left the meeting at 9.00pm.	
	<b>FINANCE</b>	
<b>127</b>	Council acknowledged the receipt of £41.95 (interest).	
<b>128</b>	Council acknowledged that the bank reconciliations for March, April and May were completed by Cllr Winter.	

<b>129</b>	Clerk displayed the Monthly Financial Summary which was discussed and acknowledged.																									
<b>130</b>	The following amounts were approved for payment in July 2023 by Cllrs Winter and Randall.																									
	<table border="1"> <tr> <td>IB00569</td><td>HSBC Monthly Bank Charge</td><td>£5.00</td></tr> <tr> <td>IB00570</td><td>UNITY Bank Quarterly Charge</td><td>£18.00</td></tr> <tr> <td>IB00571</td><td>Cheryl Sexton – Salary &amp; expenses</td><td>£1180.71</td></tr> <tr> <td>IB00572</td><td>HMRC – NI &amp; Tax (June)</td><td>£118.86</td></tr> <tr> <td>IB00573</td><td>John Flynn Gardening (June Grass)</td><td>£724.80</td></tr> <tr> <td>IB00574</td><td>Hamilton Room (July Mtg)</td><td>£20.00</td></tr> <tr> <td>IB00575</td><td>DLG Computers Annual IT Support</td><td>£150.00</td></tr> <tr> <td>IB00576</td><td>Cheryl Sexton – Microsoft Renewal</td><td>£59.99</td></tr> </table>	IB00569	HSBC Monthly Bank Charge	£5.00	IB00570	UNITY Bank Quarterly Charge	£18.00	IB00571	Cheryl Sexton – Salary & expenses	£1180.71	IB00572	HMRC – NI & Tax (June)	£118.86	IB00573	John Flynn Gardening (June Grass)	£724.80	IB00574	Hamilton Room (July Mtg)	£20.00	IB00575	DLG Computers Annual IT Support	£150.00	IB00576	Cheryl Sexton – Microsoft Renewal	£59.99	
IB00569	HSBC Monthly Bank Charge	£5.00																								
IB00570	UNITY Bank Quarterly Charge	£18.00																								
IB00571	Cheryl Sexton – Salary & expenses	£1180.71																								
IB00572	HMRC – NI & Tax (June)	£118.86																								
IB00573	John Flynn Gardening (June Grass)	£724.80																								
IB00574	Hamilton Room (July Mtg)	£20.00																								
IB00575	DLG Computers Annual IT Support	£150.00																								
IB00576	Cheryl Sexton – Microsoft Renewal	£59.99																								
<b>131</b>	There is no meeting in August, so the following payments have been approved by Cllrs Winter and Randall to be paid when due in August.																									
	<table border="1"> <tr> <td>IB00577</td><td>HSBC Monthly Bank Charge</td><td>£5.00</td></tr> <tr> <td>IB00578</td><td>Cheryl Sexton – Salary &amp; expenses</td><td>£1240.85</td></tr> <tr> <td>IB00579</td><td>HMRC – NI &amp; Tax (July)</td><td>£88.29</td></tr> <tr> <td>IB00580</td><td>John Flynn Gardening (July) Grass)</td><td>£724.80</td></tr> </table> <p>Any other payments or changes to approved payments will be subject to Scheme of Delegation and will be approved by 2 of the finance committee and ratified at the September meeting.</p>	IB00577	HSBC Monthly Bank Charge	£5.00	IB00578	Cheryl Sexton – Salary & expenses	£1240.85	IB00579	HMRC – NI & Tax (July)	£88.29	IB00580	John Flynn Gardening (July) Grass)	£724.80													
IB00577	HSBC Monthly Bank Charge	£5.00																								
IB00578	Cheryl Sexton – Salary & expenses	£1240.85																								
IB00579	HMRC – NI & Tax (July)	£88.29																								
IB00580	John Flynn Gardening (July) Grass)	£724.80																								
<b>132</b>	<p><b>URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND FOR INCLUSION ON A FURTHER AGENDA</b></p> <p>The discussion regarding play provisions was discussed earlier in the meeting as agreed.</p>																									
<b>133</b>	<p><b>FUTURE MEETING DATES</b></p> <p>The following dates were acknowledged:</p> <ul style="list-style-type: none"> <li>a. Next Parish Council Meetings – 4<sup>th</sup> September, 2<sup>nd</sup> October</li> <li>b. SLCC AGM – 19<sup>th</sup> July – Clerk</li> <li>c. Highways/Clerk Task Force – 6<sup>th</sup> September - Clerk</li> </ul>																									
<b>134</b>	PARISH MAGAZINE ARTICLE: Invitation for email address and co-option vacancy.																									
<b>135</b>	<b>MEETING CLOSED AT 9.17pm</b>																									
	<b>THIS IS A CONTROLLED DOCUMENT – Betchworth Parish Council will NOT be held responsible for content when downloaded from the website.</b>																									

