

**DRAFT****BETCHWORTH PARISH COUNCIL**

**MINUTES** of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 2<sup>nd</sup> October 2023**, commencing at 8pm in The Geoffery Browne Room, The War Memorial Hall, Betchworth

**Councillors (Cllrs) present:**

Cllr Julie Hardy (JH) Chairman  
Cllr Graham Randall (GR)  
Cllr Ed Winter (EW)  
Cllr Martin Higgins (MH)  
Cllr Ian Wilson (IW)  
Cllr Robert Ashdown (RA)

**Attending:**

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

**Apologies:**

County Councillor Clack (HC)

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

Minute #	Agenda item	Who
	<b>APOLOGIES FOR ABSENCE</b>	
176	Apologies were received from County Councillor Clack.	
	<b>DECLARATIONS OF INTEREST</b>	
177	No declarations were received.	
	<b>MINUTES OF THE PREVIOUS MEETING</b>	
178	The minutes of the meeting held on 4 <sup>th</sup> September 2023 were approved and signed by Councillor Hardy.	
	<b>OPEN FORUM</b>	
179	Cllr Potter informed Council that Clarion is due to cut back the hedges in the next week.	
180	Cllr Potter raised that 16 repeater signs are now in situ on Wellhouse Lane following the speed reduction from 40mph to 30mph. This was discussed and noted.	
	<b>COMMUNITY POLICE REPORT</b>	
181	The police report with incidents for October 2023 was displayed, discussed, and acknowledged.	
	<b>TRANSPORT, HIGHWAYS AND FOOTPATHS</b>	

October 2023

182	Cllr Winter provided the Footpaths Officers report, footpath 468 opposite Snowerhill was reported as being overgrown and within a couple of hours this was cut back with thanks to The Betchworth Estate. It has also been reported that footpath 463 is also very overgrown, from speaking to Hartsfield Manor it is not their land and The Clerk will write to the owners of Little Hartsfield to ask them politely to cut back the overgrown vegetation that is encroaching on the footpath.	CS
183	It was noted that we are getting more reports of overgrown shrubs and hedges on footpaths making it difficult for walkers to pass, these can be reported to Surrey County Council but it was noted the landowners are responsible for cutting back hedges and other vegetation overhanging the path. Betchworth Parish Council would like to request that all resident landowners to check and rectify any oversailing vegetation issues onto the footpaths and also any street furniture on the Highway. Clerk to put a note in the Parish Magazine.	CS
184	It was noted that a complaint has been made regarding the number of cyclists on The School Path and that the no cycling sign has been removed. Cllr Winter to confirm that it is no longer in place and Council approved to purchase a new sign to replace this if appropriate.	EW/ CS
185	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. It was agreed to write to the local cycling clubs regarding taking more care while travelling at speed over the local bridges.	CS
186	Cllr Winter displayed and discussed the draft paper regarding relevant representation for the Gatwick DCO involvement. It was unanimously agreed that Betchworth Parish Council would register as an interested party and make comment. Cllr Winter will produce a draft to be approved by Council which the Clerk will submit, a copy will be available to all residents. It was also agreed that all villagers should be encouraged to register and have their say about the impact the expansion will have on their lives. Cllr Winter to draft an email to be sent out on the village email.	EW/ CS
187	<b>PLANNING</b>  <b>New Applications (3)</b> <a href="#">MO/2023/1355</a> <b>Highveld, Pebble Hill Road, Betchworth, Surrey, RH3 7BP</b> Removal of a chimney, replace hipped roof side extension with flat roof side extension.  <p style="text-align: right;"><b>No Comment</b></p> <a href="#">MO/2023/1378</a> <b>Great Oaks, Snowerhill Road, Betchworth, Surrey, RH3 7AQ</b>	

	<p>Certificate of Lawfulness for a proposed development in respect of a single storey rear extension.</p> <p style="text-align: right;"><b>Unable to comment due to status</b></p> <p><b><u>MO/2023/1412</u></b>  <b>Pipers, The Street, Betchworth, Surrey, RH3 7DJ</b>  Erection of single storey side and front extensions, new pitched roof over existing side extension, with changes to fenestration and external materials.</p> <p style="text-align: right;"><b>No Comment</b></p> <p><b>Decisions (4)</b>  <b><u>MO/2023/0975</u></b>  <b>Genista, Old Reigate Road, Betchworth, Betchworth, Surrey, RH3 7DE</b>  Variation of condition 1 of approved planning permission MO/2022/1828 for variation of Condition 2 of approved application MO/2020/0964 for the erection of first floor extension to existing bungalow, single storey front infill extension and two storey rear extensions. Alteration and extension to existing garage to provide gym/home office above and veranda detail linking the garage to main dwelling to allow for changes to fenestration, internal layout and roof to link.</p> <p style="text-align: right;"><b>Approved with Conditions</b></p> <p><b><u>MO/2023/0993</u></b>  <b>8, Barleymow Court, Betchworth, Surrey, RH3 7HF</b>  Demolition of existing conservatory and erection of a single storey rear extension.</p> <p style="text-align: right;"><b>Approved with Conditions</b></p> <p><b><u>MO/2023/1036</u></b>  <b>Quarry Hill Cottage, Station Road, Betchworth, Surrey, RH3 7BZ</b>  Erection of single storey glass roofed canopy</p> <p style="text-align: right;"><b>Approved with Conditions</b></p> <p><b><u>MO/2023/1085</u></b>  <b>Betchworth Quarry Transfer Station, Station Road, Betchworth, Surrey, RH3 7BZ</b>  Removal of condition 6 of approved planning permission MO/2022/1992 for conversion of the existing quarry machinery and grinding room to a single 3 bed dwelling with external alterations, landscaping and parking.</p> <p style="text-align: right;"><b>Approved</b></p>	
	<p><b>AMENITIES</b></p>	
<b>188</b>	It was acknowledged that the play equipment was checked on 22 <sup>nd</sup> September.	
<b>189</b>	It was acknowledged that all 3 defibrillators were inspected by Cllrs Hardy and Winter.	
<b>190</b>	The proposed memorial request for <b>Fallon</b> was approved assuming that the grey granite is Light Grey Granite as we do not allow Dark or Coloured Granite.	<b>CS</b>

<b>191</b>	It was agreed that the water would be turned off on November 5th for the allotments and Goulburn Green. Clerk to notify allotment holders.	<b>IW/ CS</b>
<b>192</b>	It was unanimously approved that the allotment fees for 2024/25 would remain the same and no increase would be passed on.	
<b>193</b>	The Clerk displayed the newly painted slide and the Council would like to formally thank the residents who took the time to sand and repaint the slide for the children to enjoy. The Clerk also updated the Council that estimates are still being gathered for both the new play provision and also the gate which hope to be presented at the next meeting.	
	<b>COMMUNITY AND COMMUNICATIONS</b>	
<b>194</b>	Council agreed to purchase the remembrance wreath utilising S137, Clerk to make contact to arrange. It was agreed that District Cllr Keay would lay the wreath on November 12 <sup>th</sup> . Cllr Winter also requested that we ask MVDC for additional poppies for the lampposts.	<b>CS</b>
<b>195</b>	Council acknowledged that an invitation had been sent to villagers to respond to the Mole Valley Draft Council Strategy consultation and agreed that the following comments would be used to respond on behalf of Betchworth Parish Council: <ul style="list-style-type: none"> <li>To highlight the lack of biometrics against any of the objectives and lack of detail of the actual objectives</li> </ul>	<b>CS</b>
	<b>CLERKS UPDATE</b>	
<b>196</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>197</b>	Ongoing action log was acknowledged.	
<b>198</b>	It was agreed that the Council would write a polite letter to the owners of Marshall Surfacing requesting that drivers exit left from the premises onto Station Road.	<b>CS</b>
<b>199</b>	The Clerk displayed the proposal for email addresses following recommendation from Internal Audit and changes in guidelines. It was unanimously agreed to approve option 2 and utilise the free 5 email addresses linked to GOV.UK and purchase an additional 2 to ensure that Council are fully compliant. This will increase the monthly web hosting bill to £10.46 per month assuming that all 7 email addresses are required.	<b>CS</b>
<b>200</b>	District Cllrs Potter, Keay & Budd left the meeting at 9.05pm.	

	<b>FINANCE</b>																									
<b>201</b>	Council approved the engagement of Mulberry as auditors for 2023/24.																									
<b>202</b>	Councillors acknowledged that the VAT submission was made on behalf of council (1/3/23 – 31/8/23) for £1039.83.																									
<b>203</b>	Council acknowledged that the bank reconciliations for June, July and August were completed by Cllr Winter and to note that interest was received for £ 43.36 on 5July (not previously noted on the minutes as no meeting took place in August).																									
<b>204</b>	Council acknowledged the receipt of £10,366.47 (£47.94 interest, £9,218.70 Precept, £150 Memorial & £1039.83 VAT Reclaim).																									
<b>205</b>	Clerk displayed the Monthly Financial Summary which was discussed and acknowledged.																									
<b>206</b>	The following amounts were approved for payment in October 2023 by Cllrs Winter and Wilson.																									
	<table border="1"> <tr> <td>IB00590</td><td>HSBC Monthly Bank Charge</td><td>£5.00</td></tr> <tr> <td>IB00591</td><td>Cheryl Sexton – Salary &amp; expenses</td><td>£1135.55</td></tr> <tr> <td>IB00592</td><td>HMRC – NI &amp; Tax (September)</td><td>£88.29</td></tr> <tr> <td>IB00593</td><td>Betchworth Village Hall (Oct Mtg)</td><td>£32.00</td></tr> <tr> <td>IB00594</td><td>Surrey ALC (SALC Conf)</td><td>£48.00</td></tr> <tr> <td>IB00595</td><td>John Flynn Gardening (Sept Grass)</td><td>£724.80</td></tr> <tr> <td>IB00596</td><td>Viking (Printer ink x 2)</td><td>£85.18</td></tr> <tr> <td>IB00597</td><td>L Spratt (Paint for slide)</td><td>£61.34</td></tr> </table>	IB00590	HSBC Monthly Bank Charge	£5.00	IB00591	Cheryl Sexton – Salary & expenses	£1135.55	IB00592	HMRC – NI & Tax (September)	£88.29	IB00593	Betchworth Village Hall (Oct Mtg)	£32.00	IB00594	Surrey ALC (SALC Conf)	£48.00	IB00595	John Flynn Gardening (Sept Grass)	£724.80	IB00596	Viking (Printer ink x 2)	£85.18	IB00597	L Spratt (Paint for slide)	£61.34	
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<b>207</b>	<p><b>URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND FOR INCLUSION ON A FURTHER AGENDA</b></p> <p>Cllr Keay raised a request via email from a resident asking for a memorial bench to placed in Betchworth in memory of a family member. This was noted and discussed that Betchworth Parish Council do not have any space on the small amount of land they own and to offer alternative suggestions if the requestor had a place in mind.</p>	<b>CS</b>																								
<b>208</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 - 6<sup>th</sup> November, 4<sup>th</sup> December</li> <li>b. 3 B's Meeting – 4<sup>th</sup> October – Clerk</li> <li>c. GATCOM – meeting to agree 'relevant representation' – 17<sup>th</sup> October – Cllr Winter</li> <li>d. Budget Training – 17<sup>th</sup> October - Clerk</li> </ul>																									

209	e. SLC AGM – 19 <sup>th</sup> October – Cllr Hardy & Clerk f. Budget Planning Meeting – TBA – Finance Committee g. Interim Internal Audit – 8 <sup>th</sup> November - Clerk  PARISH MAGAZINE ARTICLE: Invitation for email address and signposting of minutes and notice regarding overgrown hedges.	CS
210	MEETING CLOSED AT 9.27pm	
	<p><b>THIS IS A CONTROLLED DOCUMENT – Betchworth Parish Council will NOT be held responsible for content when downloaded from the website.</b></p>	