

NOVEMBER CLERK REPORT

Betchworth Parish Council

Correspondence to acknowledge.

- Daily work communications (message out the comms that impact Betchworth)
- In the Know weekly and daily bulletin reports
- GATCOM Weekly News Bulletin's (issued to councillors for information)
- NALC Chief Exec Weekly Bulletin's (issued to councillors for information)
- Weekly statements from Cllr Cooksey (issued to councillors for information)
- Confirmation of meeting date with Cllr Clack, Cllr Randall and MOP on 20th November
- Email confirming extension of deadline for Gatwick submission due to error on website (issued on village email)
- Apologies from Cllr Clack re non attendance of Parish Council meeting and confirmation that a request has been made to enquire about the average speed cameras on B2127
- Confirmation of national salary award for Clerks
- Mole Valley Planning Appeal for Betchworth Castle (sent to councillors for information)
- Notification of GACC Annual Public Meeting (sent to councillors for information)
- Key messages from GATCOM meeting (sent to councillors for information)
- Email from resident re sunken graves (to make an inspection w/c 13th November)
- Invoice for interim audit
- Email confirming that a two loop survey will be put in place on Pebblehill to investigate the speed
- Confirmation and ref number received for registering as an interested party for the Gatwick expansion
- Temporary Prohibition of Traffic Order for Wellhouse Lane on 11 December for 5 days (sent out on village email)
- Email from MVDC Planning enforcement providing update on o/s issues in Betchworth (sent to Chair for information)
- Personal Safety for Councillors Webinar details (sent to Councillors for information)
- Government Consultation on Very Hard to Reach premises (sent to Councillors for information)
- Confirmation from Internal Auditor that proposed changes to Finance Regulations are correct
- CPRE Surrey Update (issued to Councillors for information)
- Request for additional bag of aggregate for Pebblehill Footpath (approved by Chair)
- Temporary Prohibition of Traffic Order for Reigate Road (A25) on 13th December (sent to councillors for information, will send to villagers nearer time)
- Temporary Prohibition of Traffic Order for Old Reigate Road on 11th December (sent to councillors for information, will send to villagers nearer time)
- Copy Correspondence from MVDC regarding complaint of lack of street cleaning on Pebblehill and issues with the drainage (copy to Highways Cllrs, Chair and District Cllr Budd for information)
- Acknowledgement of all outstanding maintenance issues from Cllr Clack
- An acknowledgement from Royal Mail re complaint made about lack of postal deliveries
- Biodiversity Park Proposal (added to agenda for next meeting)

- Email from PH resident regarding the completion of the temporary footpath fill (sent to councillors for information)
- Copy Correspondence from PH resident re previous incident caused by Flooding sent to County Cllr Clack
- Quotation received for bollard opposite Something Special
- Co-option application form for new councillor (issued to Cllrs for review in preparation for Council Meeting in December)
- Enquiry from a consulting group regarding the Hard to Reach consultation requesting help (to discuss at December council meeting)
- Response from Royal Mail following complaint re postage (sent to councillors for information)
- Rethink Waste Campaign – request for assistance in communicating to villages (sent to councillors for information)
- Office of National Statistics November newsletter
- Copy correspondence for an update that a jetting crew will be attending Pebblehill/Station Road for extensive gully cleaning in early December
- Request to council to consider a turbine (to be discussed at next meeting)
- Notification about a fallen tree on Pebblehill which has been reported
- Correspondence updates on drainage issues and clearance on Pebblehill from District and County Councillors (Highways Cllrs, Cllr Budd and Chair cc'd)
- Confirmation of job raised re The Street road markings
- SEE (Southeast Employees) Newsletter
- Confirmation that the precept letter is awaiting senior approval in MVDC (after being chased)
- Confirmation that the new litter bins will be placed on Station Road and Pebblehill 29/11
- Correspondence regarding numerous blow outs of tyres due to large pothole on Station Road, resident reported to police and SCC (temp fix in place)
- Minerals and Waste Local Plan - Publication of Waste Capacity Need Assessment (sent to Councillors for information)
- Confirmation that vegetation blocking street signs on Pebblehill has been cut back
- MVDC Press Release unveiling Tree Planting and Replacement Strategy to combat Climate Change (sent to councillors for information)
- Update from Cllr M Cooksey on Sondes Place Farm Development in Dorking (sent to Councillors for information)
- Police report in preparation for Council Meeting on 4th December
- Copy Correspondence of a complaint sent to Ombudsman from resident who has not had a satisfactory response back from MVDC regarding issues of street cleaning and drainage

Footpaths

- Reported fallen tree to National Trails and Countryside on North Downs Way – Countryside to remove

Highways/ Rail

- Requested that we are consulted regarding the new proposed traffic calming initiative in Brockham to ensure no impact to Betchworth
- SCC Highways have completed the clearance of the pavement by A25 roundabout to Station
- Aggregate x 2 purchased for the footpath by The Coombe to allow safe passage for local villagers
- Updated o/s priority list for PH in preparation for meeting with Cllr Clack

- Provided detailed list of all o/s maintenance jobs to County Cllr Clack for escalation
- Quotation received for bollards opposite Something Special, in correspondence with County regarding responsibility for asset and payment – SCC do not have the funds BPC will be discussing at Council meeting it has been agreed that SCC will maintain the asset.
- 2 new bins installed on Pebblehill
- Vegetation covering road signs cut back on Pebblehill

Burial Ground

- Approved additional inscription of memorial
- Completed an audit of pre-purchased grave plots
- Releveling complete for 2 new graves (which has sunk prematurely due to the weather)
- Large Oak Tree Crowned
- Issued receipt for memorial payment

Finance & Policies

- Completed the invoices and made payments that were approved in formal council meeting
- Issued all of the HSBC signed documentation to align membership following meeting with bank, need to resubmit due to missing information
- Made arrangements for the new pay reward to be implemented
- Internal Audit Meeting held
- Completed draft reforecast for 2023/24
- Completed draft budget for 2024/25
- Completed paperwork for Finance Working Group meeting
- Prepared budget pack ready for December Council meeting
- Chased outstanding CIL money and now taken receipt
- Issued the draft budget pack for discussion and approval at Council meeting
- Additional CIL money received this has been incorporated into the reforecast and draft budget

Meetings attended / Training

- Internal Audit
- Site visit for new gate on GG
- 3B's meeting
- Meeting with County Cllr Clack, Cllr Hardy, Cllr Randall, Member of the public representing Pebblehill

Planning

- Weekly planning monitoring
- Made comment on Wonham Forge Farm following comments at the BPC meeting on 6/11

Other Items of Note

- Updated noticeboard
- Issued village emails and updated calendar
- Updated The Circuit with defibrillator status'

Items in red have been added since agenda was issued

- Completed content for magazine
- Issued co-option application form in preparation for the meeting in December
- Issued submission for Gatwick Expansion to confirm Betchworth parish Council as an interested party
- Completed business case for GG gate and agreed the design in preparation for Council Meeting