

DRAFT

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 5th February 2024**, commencing at 8pm in The Hamilton Room, Betchworth

Councillors (Cllrs) present:

Cllr Ed Winter (EW) Chairman
Cllr Graham Randall (GR)
Cllr Martin Higgins (MH)
Cllr Ian Wilson (IW)

Attending:

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

Apologies:

Cllr Julie Hardy (JH)
Cllr Robert Ashdown (RA)
Cllr Alice Laidler (AL)

Apologies:

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

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

Minute #	Agenda item	Who
	APOLOGIES FOR ABSENCE	
343	Apologies were received from Councillor Hardy, Councillor Ashdown, County Councillor Clack and District Councillor Keay.	
	DECLARATIONS OF INTEREST	
344	Declaration of interest received from Cllr Wilson relating to item 10 a planning application for Wonham Forge Farm MO/2024/0126, the book was signed.	
	MINUTES OF THE PREVIOUS MEETING	
345	The minutes of the meeting held on 8 th January 2024 were approved and signed by Councillor Winter.	
	OPEN FORUM	
346	District Councillor Potter advised Council that he is still working on getting the required fire doors installed in Atkinson House.	
347	An issue was raised regarding the number of plastic barriers and the positioning of them outside of Knights garden centre. It was suggested and agreed that Betchworth Parish Council could write a polite letter asking that they are placed on their site and are mindful of the surrounding area.	CS

February 2024

348	District Councillor Budd advised Council that the flooded area on the open field between Brockham and Betchworth has been cleared of the blockage and will no longer flood. Betchworth Parish Council would like to thank Martin Clipperton (Betchworth Estate Manager) for undertaking this task.	CS
349	COMMUNITY POLICE REPORT The police report with incidents for January 2024 was displayed, discussed, and acknowledged. It was also noted that the Clerk had obtained the breakdown of emergency callouts to Pebbelhill/Station Road for the period November, December and January – this data has been passed to County Councillor Clack and the residents as requested.	
350	TRANSPORT, HIGHWAYS AND FOOTPATHS Cllr Winter provided the Footpaths Officers report, noting that Betchworth Estate has put down chalk stone in some of the extremely muddy areas which has made a noticeable improvement. It was agreed to discuss at the next meeting with Betchworth Estate about looking at other areas of concern and the possibility of the PC paying for some chalk stone.	CS
351	It was reported that the path from Mill Hill Lane along to Betchworth Church (footpath 457) needs repair as quite a large area has been washed away and is now difficult to pass on a mobility scooter. It was noted that it is the responsibility of SCC, Clerk to formally raise a repair request and report progress back to Council next month to allow any further decisions to be made. It was agreed that this is an important route that needs repair.	CS
352	Cllr Winter updated Council that a mini litter pick took place at the weekend on the path from the post office to A25. Council would like to thank all who volunteered. A further litter pick for the village has been planned for March 16 th , further details to follow.	EW
353	Cllr Randall updated Council on the proposed improvements to the Church Path and advised that a staged phasing proposal will be drawn up to be brought back to Council for approval.	GR
354	A Highways report was displayed and presented by Cllr Randall, discussions were had around each topic. A copy of the report will be added to the website 'supporting files' with the minutes and on the noticeboards. Actions arising from the report and discussions:	
355	<ul style="list-style-type: none"> The draft response to the consultation on SCC Draft Vision Zero Road Safety & 20mph policy which was distributed with the agenda was discussed. Council unanimously agreed that 	CS

356	<p>as a Parish Council we should protest at the use of smiley faces to conduct a consultation on local government policy as we believe it to be misleading and infantilising. It was agreed to respond to the textual questions.</p> <ul style="list-style-type: none"> It was noted that subject to a traffic order the bollards opposite Something Special will be installed on 9th February. County Cllr Clack is exploring the possibility if the site could be made more accessible if the Landlord was willing to do so, which in turn would stop the turning lorries. 	HC
357	<p>Council discussed the recent issues that were caused by the diversions put in place due to the recent gas leak and M25 closures, which caused traffic queues on the local rural roads due to inappropriate sized vehicles taking back roads and drivers not following the official diversions. It was also noted the scale of damage that has been caused by vehicles mounting verges and some pictures were displayed. Whilst it is recognised that you cannot stop drivers following their local knowledge or following their sat nav it is felt that some lessons can be learnt. Council has asked the Clerk to write a letter to County Cllr Clack with our recent experience and make suggestions for better signage to be displayed in appropriate positions stating where the road is unsuitable for large vehicles, and to ask for an inspection to take place after such diversions to assess the damage and arrange with appropriate parties to make it good. In particular the edges of Wonham Lane which are now damaged and need of repair.</p>	CS
358	<p>Cllr Winter updated Council on the Gatwick Consultation, both GACC and Plane Wrong will be providing evidence at the upcoming hearings which will take several months to complete. Council will be kept updated and communicate to parishioners when appropriate.</p>	
359	<p>PLANNING</p> <p>Ratification of Planning Observations made (1) MO/2024/0001 5, The Quarry, Betchworth, Surrey, RH3 7BY Certificate of lawfulness for a proposed development in respect of a loft conversion with 2 No. rear roof lights and 2 No. front roof lights. No Comment Ratified</p>	
360	<p>Decisions (1) MO/2023/1482 Wonham Farm Lodge, Wonham Lane, Betchworth, Surrey, RH3 7AD Certificate of Lawfulness to determine if the existing agricultural use of the land amounts to development or a change of use which would require planning permission. Approved</p>	

361	As MO/2023/1482 was being discussed it was agreed to acknowledge MO/2024/0126 (as a late entry) Wonham Forge Farm, Wonham Lane, Betchworth, Surrey, RH3 7AD. This was discussed and agreed no comment required. To appear on next meeting's agenda to ratify.	CS
362	AMENITIES It was acknowledged that the play equipment was checked 26 th January.	
363	It was noted that a previous Councillor had kindly continued to check the play equipment for Council, she is now having to step down. Cllr Wilson and Cllr Laidler will now take on this responsibility and report each month.	IW/AL
364	It was acknowledged that 3 defibrillators were inspected by Cllrs Hardy and Winter. Cllr Winter noted that there is another group to display our defibrillators with and will pass on the details to the Clerk. Clerk is also to amend The Circuit to show correct location of the defibrillator at Woodstock Farm.	CS
365	The memorial request for Sushams was approved by Cllr Wilson, special note to ensure that the dove is carved in stone and not highlighted.	CS
366	COMMUNITY AND COMMUNICATIONS Cllr Winter presented the draft response to the consultation on Surrey Rights of Way Improvement Plan which was distributed with the agenda. Council discussed the comments and agreed content. Council agreed to delegate authority to the Clerk to respond back on behalf of Betchworth Parish Council using the agreed comments. This will be shared on the website for villagers to see.	CS
367	The draft response to the consultation on SCC Draft Vision Zero Road Safety & 20mph policy was discussed with the Highways Report. Council agreed to delegate authority to the Clerk to respond back on behalf of Betchworth Parish Council using the agreed comments. This will be shared on the website for villagers to see. It was also noted that the draft response letter agreed last month has been distributed to County Cllr Clack, Police & Crime Commissioner, Insp James Green, The Author of the Strategy, Buckland Parish Council, Betchworth Villagers and can be found on our website.	
368	An update on the Local Plan was provided by District Councillor Potter stating that the draft plan has been approved by MVDC for	

	submission to the Planning Inspector for consideration. No action required from Council.	
	CLERKS UPDATE	
369	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. Special mention that the new gate at Goulburn Green will be installed on 9 th February.	
370	Ongoing action log was acknowledged.	
371	It was acknowledged that MO/2024/0126 (as a late entry) Wonham Forge Farm, Wonham Lane, Betchworth, Surrey, RH3 7AD. This was discussed under agenda item 7 and agreed no comment required. To appear on next meeting's agenda to ratify.	CS
372	The Clerk provided an update to Council that the mailchimp account which is used for villagers' emails is no longer fit for purpose due to the additional security that they need in place on our domain, which our hosts do not provide. The Clerk is looking at alternatives but, in the meantime, will post on WhatsApp with a signpost to the website.	CS
373	The Clerk advised Council that we have received a couple of grant application enquiries but not any formal applications to date. The closing date for receipt is the end of February to discuss and approve at the March meeting.	
374	District Cllrs Budd and Potter left the meeting at 9.00pm.	
	FINANCE	
375	Council approved the Clerks' new laptop as a new asset at agreed purchase price of £458.32 and to write off old laptop, the new asset register has been formally adopted by Council reflecting these changes. It was noted that the old laptop had been cleaned down and dealt with by DLG computers in accordance with the correct guidelines.	CS
376	Council acknowledged the receipt of £3710.87 (£50.87 interest & £3,660 Burial Ground). Cllrs Wilson and Winter asked the Clerk to provide a breakdown on burials since the last report.	CS
377	Clerk displayed the Monthly Financial Summary which was discussed and acknowledged.	
378	The following amounts were approved for payment in February 2024 by Cllrs Winter & Randall:	

	<table> <tr> <td>IB00628</td><td>HSBC Monthly Bank Charge</td><td>£5.00</td></tr> <tr> <td>IB00629</td><td>Cheryl Sexton (mailboxes .gov.uk. p/a)</td><td>£38.62</td></tr> <tr> <td>IB00630</td><td>Cheryl Sexton – Salary & expenses</td><td>£1238.36</td></tr> <tr> <td>IB00631</td><td>HMRC – NI & Tax (January)</td><td>£64.87</td></tr> <tr> <td>IB00632</td><td>SES Water (July to January)</td><td>£14.58</td></tr> <tr> <td>IB00633</td><td>FG Marshall (Binding of Minutes)</td><td>£126.00</td></tr> <tr> <td>IB00634</td><td>Bank Charges Qtly UNITY</td><td>£18.00</td></tr> <tr> <td>IB00635</td><td>Hamilton Room (Feb Mtg)</td><td>£20.00</td></tr> </table>	IB00628	HSBC Monthly Bank Charge	£5.00	IB00629	Cheryl Sexton (mailboxes .gov.uk. p/a)	£38.62	IB00630	Cheryl Sexton – Salary & expenses	£1238.36	IB00631	HMRC – NI & Tax (January)	£64.87	IB00632	SES Water (July to January)	£14.58	IB00633	FG Marshall (Binding of Minutes)	£126.00	IB00634	Bank Charges Qtly UNITY	£18.00	IB00635	Hamilton Room (Feb Mtg)	£20.00	
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	URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND FOR INCLUSION ON A FURTHER AGENDA																									
379	A request was received from a resident (after the agenda was issued) asking if the Parish Council would discuss with the rail company/network rail about the current rail replacement buses and routes as they are deemed inappropriate. A presentation was shared with the proposed alternative route and it was agreed that Cllr Randall put the proposal to The North Downs Rail Partnership Group to take this forward, this will form part of the highways report from next month and any decisions will come back to Council to be approved. County Cllr Clack is also sharing this proposal with the SCC Transport Team to get their opinion. Council noted that it was a very sensible proposal and thanked the resident for sharing.	GR																								
380	A resident has asked if Betchworth Parish Council would like to participate in SCC Blue Heart Scheme, this was noted and discussed how this can fit into our biodiversity plans. It was agreed that the Clerk should contact the resident to look at viable verges for consideration, the verge opposite The Dolphin was suggested at the meeting. Clerk will report back to Council next month with some recommendations to put forward. A concern was noted about the ongoing maintenance and to ensure that it is not left to look unkempt and that an ongoing plan would be put in place not to leave them unattended.	CS																								
381	It was noted that there will a village litter pick on March 16 th .																									
	FUTURE MEETING DATES																									
382	<p>The following dates were acknowledged:</p> <ul style="list-style-type: none"> a. Next Parish Council Meetings – 4th March, 8th April b. Biodiversity Workshop – 20th February – Clerk c. 4 B's and Headley Alignment Meeting – 22nd February -Clerk d. Village Litter Pick – March 16th e. Betchworth Parish Annual Meeting – 25th March f. End of year Internal Audit – 22nd April - Clerk 																									

383	PARISH MAGAZINE ARTICLE: Invitation for email address, signposting of minutes and Highway report and Save the Date for Litter Picking	CS
384	MEETING CLOSED AT 9.25pm	
	THIS IS A CONTROLLED DOCUMENT – Betchworth Parish Council will NOT be held responsible for content when downloaded from the website.	