

DRAFT

BETCHWORTH PARISH COUNCIL

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

Councillors (Cllrs) present:

Cllr Julie Hardy (JH) Chairman
Cllr Ed Winter (EW)
Cllr Ian Wilson (IW)
Cllr Robert Ashdown (RA)
Cllr Alice Laidler (AL)

Attending:

Apologies:

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

Apologies:

Cllr Graham Randall (GR)
Cllr Martin Higgins (MH)

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

Minute #	Agenda item	Who
	APOLOGIES FOR ABSENCE	
432	Apologies were received from Cllrs Randall and Higgins and District Councillors Budd, Keay & Potter.	
	DECLARATIONS OF INTEREST	
433	No declarations of interest were received.	
	MINUTES OF THE PREVIOUS MEETING	
434	The minutes of the meeting held on 4 th March 2024 were approved and signed by Councillor Hardy.	
	OPEN FORUM	
435	There were no items raised under open forum	
	COMMUNITY POLICE REPORT	
436	The police report with incidents for March 2024 was displayed, discussed, and acknowledged. The issue regarding the alleged abandoned horse box was discussed as this has been dismissed by both the police and MVDC, District Cllr Potter is taking the lead on this to try and resolve due to the dangerous position the van is parked causing issues with sight lines.	PP

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TRANSPORT, HIGHWAYS AND FOOTPATHS		
437	Cllr Winter provided the Footpaths Officers report, noting that there are several of the wooden bridges that are damaged, a report is being put together and these will be reported to Surrey County Council for repair. The last kissing gates will be installed when the weather has improved together with the plaques which need to go on each of the kissing gates.	EW
438	Cllr Winter noted that the litter pick was extremely successful and with a wonderful turnout of volunteers of differing ages. Betchworth Parish Council would like to thank everyone involved, including the Village Post Office Café for the drinks provided afterwards. During this litterpick it was identified that some new equipment will be required for the future. Cllr Winter to complete a full audit of high vis jackets and equipment and notify Council what is required for purchase.	EW
439	A number of roads were not able to be fully included in the litter pick due to the potential danger to volunteers, Clerk to ask MVDC to complete a road sweep on North Side of A25 by the roundabout, Pebblehill, Brockham Hurst Road and Snowerhill Road.	CS
440	Cllr Randall kindly prepared the highways report which was displayed, discussed, and acknowledged. Cllr Wilson raised the ongoing issue with Wonham Road and the water gathered it was acknowledged that this was being picked up by County Cllr Clack and we would keep abreast of progress.	
441	Cllr Winter updated Council on the Gatwick Consultation, confirming that the initial hearings have now all taken place. The inspectors are now asking detailed questions to clarify the detail, these questions are generally being directed to the likes of larger Councils, Gatwick and Interested parties such as GACC (Gatwick Area Conservation Campaign), there is nothing for Betchworth to respond on at present. Next hearings are due to start at the beginning of May. Council will be kept updated and will communicate with parishioners when appropriate.	
PLANNING		
442	<p>New Applications (1) MO/2024/0391 6 New Cottages, The Coombe, Betchworth, Surrey, RH3 7BU Erection of a detached garage.</p> <p style="text-align: right;">No Comment</p>	
443	<p>Decisions (4) 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</p>	

<p>444</p>	<p style="text-align: right;">Approved</p> <p>MO/2024/0126 Wonham Forge Farm, Wonham Lane, Betchworth, Surrey, RH3 7AD Prior notification for the erection of an agricultural barn of 18.3m x 12.2m for the storage of hay and agricultural machinery. Prior Approval Not Required</p>	
<p>445</p>	<p>MO/2024/0184 The Gardens, Church Street, Betchworth, Surrey, RH3 7DN T1 Yew remove dangerous split main leader, reduce the remainder of the crown by 3 metres and crown lift to 4 metres. Cut all Ivy at base.</p>	
<p>446</p>	<p style="text-align: right;">No Objection</p> <p>MO/2024/0191 4 The Old Vicarage, Church Street, Betchworth, Surrey, RH3 7DN Remove 2 No. Cypress trees (marked T1 and T2 on submitted plan).</p>	
<p>447</p>	<p style="text-align: right;">No Objection</p> <p>Other Matters It was raised and acknowledged that Betchworth Parish Council continue to be disappointed with MVDC planning enforcement team due to the consistent lack of acknowledgement and responses we have had recently, despite sending numerous emails from Clerk and Chair. Council were informed that District Cllr Keay has escalated this issue on our behalf.</p>	<p>PK</p>
<p>448</p> <p>449</p> <p>450</p> <p>451</p> <p>452</p>	<p>AMENITIES</p> <p>It was acknowledged that the play equipment was checked 4th, 11th, 18th and 25th March.</p> <p>It was acknowledged that 3 defibrillators were inspected by Cllrs Hardy and Winter.</p> <p>The memorial request for Clark was formally approved by Cllr Wilson.</p> <p>It was acknowledged by Council that the action raised by the independent playground inspection regarding the Southern Network gas cabinet has been addressed. Southern Gas are aware of the audit and have confirmed that the cabinet is due to be replaced as part of the countrywide maintenance programme.</p> <p>It was acknowledged that a resident Leo Bruce has kindly agreed to complete the maintenance required for the bus shelter by Post Office. Mr Bruce has agreed to stain the wood, restore the commemorative plaque and plant some spring bulbs. He has offered to do this on a voluntary basis after July and would just like</p>	

453	<p>the materials to be reimbursed. Council would like to thank Mr Bruce for his very kind offer and approved a spend of up to £100.</p> <p>Council acknowledged that all allotment invoices have been issued and the tap has been turned on.</p>	
454	<p>COMMUNITY AND COMMUNICATIONS</p> <p>Council discussed the response to the Local Plan modifications, as the plan has NOT changed and the green belt sites have remained included, it was acknowledged that our original comments still stand. It was agreed to respond back with the following key points:</p> <ul style="list-style-type: none"> • Make reference to our original comments dated 13 March 2020. • Make reference to the fact that The Firs which have since been developed have caused the area in the plan to now be overdeveloped, making special note of our disappointment that our original comments were not taken into account. • Make it clear that any more development on this site is now inappropriate and any infilling must be discouraged <p>Clerk to produce a letter of response under the guidance and help with Cllr Higgins.</p>	CS/MH
455	<p>Council agreed that Cllr Winter will be part of the Biodiversity Forum and will represent Betchworth Parish Council noting any conflicts of interest are to be reviewed at to ensure that Cllr Winter is not compromised. Council thanked Cllr Winter and this will be added to the roles and responsibilities for our May meeting.</p>	CS
456	<p>CLERKS UPDATE</p> <p>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.</p>	CS
457	<p>It was noted that the majority of Councillors have now transferred to the new .gov.uk email address and all correspondence will be sent to the new addresses with immediate effect.</p>	
458	<p>Ongoing action log was acknowledged and Clerk asked all Councillors to go through and provide an update for all o/s items as a new year action log will start from next month.</p>	ALL
459	<p>FINANCE</p> <p>Council acknowledged that the terms of business and engagement letter for Shire accountants the provider of payroll have been signed for 2024/25 by Clerk</p>	

460	Council acknowledged the VAT submission on behalf of Council for £1085.30 (invoices dated from 01/09/23 to 29/02/24)		
461	The unaudited end of year accounts were displayed and approved The Clerk displayed the revised earmarked reserves V1.1 for 2024 which have been approved by The Finance Group which were present to council recommending approval. Formal approval was received and these will be used for audit if appropriate.		
462	Council acknowledged that the bank reconciliations for December 2023, January and February 2024 were completed by Cllr Winter.		
463	Clerk presented the quotations for the annual insurance, and it was recommended and unanimously agreed that Zurich would continue as insurers for the coming year at a cost of £413.31. It was noted that this is a lower amount due to an error by Zurich which they have honoured, the correct amount should be considered as the base for budgeting purposes in 2025/26.	CS	
464	Council acknowledged the receipt of £2903.05 (£47.75 interest, £1770 BurialGround & £1085.30 VAT Refund).		
465	Clerk displayed the Monthly Financial Summary which was discussed and acknowledged.		
466	The following payments were made in March (IB00649 was approved at March meeting minute number 391) for refreshments following the litter pick. This was formally ratified and approved by Cllrs Winter & Laidler:		
	IB00649 Betchworth Village PO & Café		£97.50
467	The following amounts were approved for payment in April 2024 by Cllrs Winter & Laidler:		
	IB00650 HSBC Monthly Bank Charge	£5.00	
	IB00651 Cheryl Sexton – Salary & expenses	£1313.00	
	IB00652 HMRC – NI & Tax (March)	£111.47	
	IB00653 Surrey ALC (NALC/SALC Subs)	£390.06	
	IB00654 Julie Hardy (APM Refreshments)	£73.47	
	IB00655 Hamilton Room (April Mtg)	£20.00	
	IB00656 Rebetchworth Grant	£1250.00	
	IB00657 Buckland & Betchworth Choral Soc	£923.00	
	IB00658 Friends of Betchworth & Buckland Nursery	£2198.00	
	IB00659 Josh Flynn Gardening Services	£856.50	
	IB00660 Shires Accountants	£88.20	

468	It was noted that the grant for St Michaels website is still to be paid upon receipt of estimates.	
469	<p>URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND FOR INCLUSION ON A FURTHER AGENDA</p> <p>A request was received for nominations for the MVDC Standards Committee (after the agenda was issued). It was reminded to Council that the two places on the committee are to represent the 13 Parish Council's within the District, the two nominees need to be agreed by the 13 Parish Councils, these are non-voting positions. Currently Deborah Jones and Stuart McLachlan act as the Parish Representatives and have indicated that they are happy to continue to do so. Council indicated that they have no issues and are happy to support, this will be ratified formally at our next Council meeting.</p>	CS
470	<p>CONFIDENTIAL ITEMS</p> <p>A request to look at the rates for an ashes interment was raised and discussed. It was agreed to offer the family of the late Mr & Mrs Van Loock a discount of 10% to the interment and space as one off in recognition of their longstanding contribution to Betchworth.</p>	CS
471	<p>A recommendation to pay the clerk an additional 20 hours in April was formally approved, these hours have been built up during the busy period of year end, audit and the Annual Parish Meeting. This will be included in the April pay.</p>	CS
472	<p>FUTURE MEETING DATES</p> <p>The following dates were acknowledged:</p> <ul style="list-style-type: none"> a. Next Parish Council Meetings – 13th May, 3rd June b. Transformation Pgm Update for RA/PC -16th April - Clerk c. End of year Internal Audit – 22nd April – Clerk d. Surrey ALC Clerk Forum – 23rd April – Clerk e. Surrey ALC Councillors Forum – 24th April - Councillors 	
473	<p>PARISH MAGAZINE ARTICLE: Invitation for email address, signposting of minutes and Highway report.</p>	
474	MEETING CLOSED AT 9.12pm	
	<p>THIS IS A CONTROLLED DOCUMENT – Betchworth Parish Council will NOT be held responsible for content when downloaded from the website.</p>	