

APRIL 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)
- Weekly Surrey Highway Newsletter (open to all subscribers so not passed on)
- MVDC Press Release – SEND School update (sent to all councillors for information)
- Notification of Road Closure on PH for tree cutting (sent to all councillors for information and added onto village email)
- Offer of tree planting from SCC (sent to Joosje as we do not own land)
- Mole Valley Civic Dinner invitation for Chair (issued to Chair to RSVP)
- Correspondence from Barley Mow RA requesting assistance on broken fence on Highway, responded with that it has been raised with SCC and I have again made contact with the land owner
- Copy correspondence received from resident requesting information on traffic calming being out on B2032 and if it can be extended on Pebblehill Hill (see Highways for more information)
- Copy correspondence on Wonham Lane road / highways issues including drainage with County Cllr Clack
- Vision Zero Surrey Update : the first draft of the results will be presented to County Council Select Committee in June (sent to Highways Cllrs)
- Notification of accident on Pebblehill which removed a number of pedestrian barriers (resident on site contacted the Police and SCC Emergency highways who have erected a temporary barrier)
- Acknowledgement from SCC that the area has been made safe following the damage to the pedestrian barriers and that the full repairs will be made under ref 565591
- Acknowledgement of street cleaning requests (see Highways for more detail)
- Request from BERT to Brockham and Betchworth Parish Councils to ask SCC to reassign a verge to get a full cut to assist in the maintenance of preventing flooding (issued to Highways and Footpath Officers for approval, which was granted. Will ratify at next Council meeting) Further update is that the request has been acknowledged by SCC and will be prioritised
- Copy Correspondence from resident to Cllr Clack re chasing progress and asking for help on funding on Wonham Lane drainage/potholes/verge repairs issues – (see highways for detail)
- Email on thanks for installation of rubber stoppers on gate on GG
- Informed of broken gate on GG (ascertain ownership of gate) – Gate now fixed by Cllr Wilson
- Email from resident regarding the maintenance programme for our defibrillators in particular the one on Gadbrook Road (responded with our duties and responsibilities)
- Acknowledgment of comments to local plan
- Confirmation that 30mph repeater signs have been installed on The Street
- Confirmation of site visit to Betchworth Burial Ground from potential ERB purchaser

- Internal Audit Report (on agenda for May meeting)
- Purchase Order from MVDC regarding new NCIL funding due
- Title Deeds for Something Special Site (sent to Cllr Randall for review and comment)
- Confirmation that Knights have the required planning sign off to complete the works and remove the barriers (awaiting scheduled date)
- Confirmation that Knights have cut the overgrown vegetation obscuring the road sign
- Invitation to attend Surrey Nature Recovery Strategy webinar (issued to Councillors and Re-Betchworth)
- Burial Certificate
- Invitation to Surrey County Council Local Nature Recovery Strategy webinar (sent to Re-Betchworth)
- Email from Pebblehill residents chasing progress on Police meeting as requested at APM and progress on road safety scheme (responded back with update, chased the police)
- Correspondence regarding a dangerous tree (dead ash) on Pebblehill and ownership to make safe. (Cllr Randall has taken the lead with County Cllr Clack)
- Final quotation for the playground provision (to be approved at May meeting)
- New NALC model Financial Regulations (to be agreed at May meeting)
- News Release from Reigate & Banstead regarding the re election of Police & Crime Commissioner
- Thanks from Buckland & Betchworth Choral Society for the grant following their successful involvement in the Leith Hill music festival (sent to all councillors)
- Update from Cllr Clack on o/s Highways issues (sent to Highways Cllrs for information)
- Invoice for the release of grant funds for St Michaels website
- Advance notice of Wonham Lane closure for pre patching work (sent out on village email)
- Query regarding interment of ashes in July 2024
- MVDC News Release re successful planning prosecutions (sent to Cllrs for information)
- Copy correspondence from PH resident re report made to SCC re signage and road markings for information and to log
- Response back from Police regarding complaint made re lack of communication following annual parish meeting

Footpaths

- Plaques have been added to the installed kissing gates

Highways/ Rail

- Contacted land owner requesting an inspection of the dangerous fence which has been further damaged by the weather and is deemed by residents as dangerous on the highway by Barley Mow – it has been deemed that it is not dangerous and no action will be taken by Southern Building Control Partnership and SCC Highways – have let Barley Mow residents know
- County Cllr Clack has confirmed that a speed survey will be undertaken on Pebblehill and appropriate action will come out with findings
- Issued revised v3 rail replacement bus route proposal to Brockham for comment and Buckland for information
- Raised maintenance job to get temporary barrier permanently replaced on Pebblehill following accident ref 2928369, full repairs to be made under reference 565591
- Issued reminder regarding pending Pebblehill Road closure

- Requested street cleaning on North side of A25 by Roundabout, Pebblehill, Brockhamhurst Road and Snowerhill Road following community litter pick as these areas were deemed unsafe for volunteers to undertake litter picking – MVDC has acknowledged all and stated that AMEY will attend in 5 working days (requested sent 15/4)
- County Cllr Clack has agreed that Wonham Lane has been added to her priorities for this financial year to have surface dressing which in turn should also address the investigation into the flooding issue on the junction with Sandy Lane.
- Chased highways on an update for repeater signs on The Street – confirmed installed in Feb
- Chased County Cllr Clack for a response on Betchworth Bridge road calming and road surface tests which we are still waiting for from SCC Highways
- **Chased County Cllr Clack on o/s road marking refurbishments requested for The Street and Pebblehill**

Burial Ground

- Marked graves for upcoming funeral services x 4
- Completed paperwork for new ashes burial 1/7
- Approved memorial following Parish Council meeting
- Query regarding interment of ashes in new plot
- Query regarding interment of ashes with pre booked ERB and a meeting to be arranged
- Query regarding purchasing an ERB for an ashes plot (Brockham Parishioner)
- Preparation and completion of paperwork for a memorial and interment planned for July (liaising with Family and Funeral Director)
- Conversation with Funeral Directors following a number of recent queries
- **Completed paperwork for ashes ERB**

Finance & Policies

- Completed the invoices and made payments that were approved in formal council meeting
- Completed transparency requirements on website for payments exceeding £500
- Completed the end of year analysis budget vs actual spend for internal audit
- Completed all of the paperwork of end of year internal audit
- Prepared all of the spreadsheets in preparation for the new financial year
- Internal Audit Completed and approved
- Migrated from old security to online app for HSBC banking

Meetings Attended / Training

- Meeting at Mole Valley District Council with other Clerks and Residents Associations to be presented with the Transformation Programme
- Internal Audit Inspection
- SALC meeting (briefing note sent to Councillors)
- Meeting with County Cllr Clack and Clerk to go through o/s actions with SCC Highways and discuss joint initiatives and priorities for Betchworth (actions captured and sent)
- Meeting with Cllr Laidler and MOP regarding progression of the Playground Provisions
- **Meeting with MOP regarding ERB at Burial Ground**
- **Meeting with The Estate and Chairman**

Planning

- Weekly planning monitoring
- Requested all historic planning applications for Station Road to see who instigated the dropped kerb opposite Something Special
- Prepared response and collated comments on Local Plan review and issued to Mole Valley based on comments agreed at Parish Council meeting (shown on website)
- Sent email chasing up outstanding enforcement issues in the village to Head of Planning at MVDC (cc: Chair and District Cllr Keay)

Other Items of Note

- Updated noticeboard
- Issued village emails and updated calendar
- Updated The Circuit with defibrillator status' and now correct location at Woodstock Farm
- Completed content for magazine
- Ordered the gate stoppers for new gate on GG
- Issued consent information to Councillors to accept meeting papers in electronic format
- Preparation for annual parish meeting (roles & responsibilities, standing orders etc)
- Rubber stoppers delivered and installed by Cllr Wilson
- Steel barrier on GG fixed by Cllr Wilson
- **Chased up the police on lack of response regarding Pebblehill resident request at Annual Parish Meeting**