

BETCHWORTH PARISH COUNCIL AGENDA

Members of Betchworth Parish Council are summoned to attend the **Annual Meeting** of the Parish Council, to be held on **Monday 12th May at 8.00pm** in The Hamilton Room, Betchworth
Meeting Chairman: Cllr Ed Winter - ewinter@betchworth-pc.gov.uk
Residents of Betchworth are invited to attend the meeting

1. ELECTION OF CHAIRMAN

- To elect Chairman – Chairman
- To receive declaration of acceptance of office from elected Chairman
- To elect Vice Chairman
- To receive declaration of acceptance of office from elected Vice Chairman

2. APOLOGIES FOR ABSENCE

- To receive any apologies for absence from Councillors

3. DECLARATIONS OF INTEREST

- To receive any declarations of interest from Councillors with respect to any item to be considered at the meeting.

4. MINUTES of PREVIOUS MEETING (7th April 2024)

- To approve and sign the minutes from the last Parish Council meeting on 7th April 2024.

5. OPEN FORUM

- An opportunity for residents and businesses to raise topics with the Parish Council. Members of the public are invited to put questions or draw relevant matters to Council's attention. The period of time designated for public participation is for a period of up to 15 minutes and shall be limited to 3 minutes per person.

6. ELECTION OF GROUPS

- To elect Parish Council representative/s for The Finance Group
- To elect Parish Council representative/s for Betchworth United Charities
- To elect Parish Council representative/s for The Village Memorial Hall Committee
- To elect Parish Council representative/s for The Planning Group
- To elect a Footpaths Officer(s)
- To elect a Highways Officer(s)

7. COMMUNITY POLICE REPORT

- To receive an update from the Neighbourhood Police Team

8. TRANSPORT, HIGHWAYS AND FOOTPATHS

- Highways Update
- Footpath Officers Report –an update on local footpaths and rights-of-way -Cllr Laidler
- Gatwick update – Cllr Winter

9. PLANNING

Ratification of Planning Observations made since last meeting (1)

New Applications (3)

MO/2025/0389/LBC

[Link](#)

Betchworth Quarry, The Quarry, Betchworth, Surrey, RH3 7BP

Re-clad existing sheds for ancillary office use (application for Listed Building Consent).

MO/2025/0390/PLA[Link](#)

Betchworth Quarry, The Quarry, Betchworth, Surrey, RH3 7BP

Change of use from commercial vehicle maintenance and repairs (Sui Generis) to a flexible Class E Commercial, Business and Services to E(g) Uses which can be carried out in a residential area without detriment to its amenity: E(g) (i) Offices to carry out any operational or administrative functions, E(g) (ii) Research and development of products or processes, E(g)(iii) Industrial processes, and B8 Storage or distribution. Re-clad existing sheds for ancillary office use and create a new toilet block.

MO/2025/0454/PLA[Link](#)

The Evergreens, Reigate Road, Betchworth, Betchworth, Surrey, RH3 7DB

Creation of an additional 3 No. pitches on existing gypsy site, 1 No. communal dayroom and associated soft, hard landscaping and boundary treatments.

Decisions (2)**MO/2025/0371/ECL**[Link](#)

Fairview, Gadbrook Road, Betchworth, Surrey, RH3 7AH

Certificate of Lawfulness for an existing development in respect of internal and external alterations and renovations to include the removal of chimney; external walls thermally upgraded; existing timber framed single glazed windows and doors are being replaced by double glazed timber framed windows and doors and roof to the rear has been re-laid using the existing roof tiles and 3 No. roof lights inserted.

MVDC: APPROVED BPC: No Comment

MO/2025/0384/PLA[Link](#)

Land East of Tranquil House, Old Reigate Road, Betchworth, RH3 7DR

Erection of a self-build dwelling and associated works.

MVDC: REFUSED BPC: Objection

Appeal Decisions (2)**MO/2024/1220/DEA**[Link](#)

Crossways Kennels And Cattery, Crossways Farm, Station Road, Betchworth, Surrey, RH3 7DF

Prior notification for the erection of an agricultural storage barn of 22 metres x 9.10 metres.

MVDC: Approved with conditions on appeal BPC: Commented

MO/2024/0859/PLA[Link](#)

Barn north of Wonham Lane, Wonham Lane, Betchworth, Surrey, RH3 7AD

Proposal: Conversion and change of use of barn to one dwelling house (Use Class C3).

MVDC: Dismissed BPC: Commented

Other Matters (0)

Agree observations on any new planning applications that fall outside of meeting timescales.

10. AMENITIES

To acknowledge play equipment dates checked

To acknowledge that defibrillators in Betchworth have been checked

To Approve permit request(s)

11. COMMUNITY AND COMMUNICATIONS

To review and approve proposed Councillor responsibilities and identify any new areas to cover:

Airports

Allotments

Betchworth Station

Betchworth United Charities

Burial Ground & Pavilion

Church

Community Resilience

Data Protection

Estate

Finance Group

Footpaths Officer

Goulburn Green

Re-Betchworth

Health

Highways & Transport

Police

Planning Group

School & Education

Website

12. POLICIES AND PROCEDURES

To adopt the updated following policies as part of the annual review:

- Standing Orders
- Financial Regulations

To re adopt the following policies as part of the annual review:

- Scheme of delegation (no change since last adopted in May 2023)
- Council Risk Register for 2025/26

13. CLERKS UPDATE

Acknowledge the clerks report and correspondence noted

Acknowledge ongoing action log

14. FINANCE

a To review and approve signatories on bank accounts

b Present Internal Audit Report to Council and formally adopt

c To acknowledge finance groups review of effectiveness of systems of internal control of financial systems

d To complete and approve AGAR section 1 – Annual Governance Statement

e To approve AGAR section 2 – Accounting Statements

f To acknowledge notification dates for Exercise of Public Rights

g To approve 2024/25 CIL Return

h To review and adopt the internally audited accounts for 2024/25

i To approve payment schedule for regular payments of clerks salary, pension, HMRC, hosting, clerks mobile and monthly maintenance contract for 2025/26

j To acknowledge review of IT support and receipt of April back up

To acknowledge receipt of :

Precept	£11,326.42
Concurrent Service Payment	£1214.50
CT Support Scheme Payment	£338.00
Allotments	£140.00
Bank Interest	£65.50
Burial Ground Income	£0.00
Other	£0.00
VAT	£1024.99

To approve the following amounts for payment in May

IB00770	HSBC Monthly Bank Charge	£	5.00
IB00771	HMRC – NI & Tax	£	355.95
IB00772	Clerks Pension	£	54.71
IB00773	Clerks Expenses	£	275.52
IB00774	Mulberry & Co Audit Services	£	190.56
IB00775	Zurich (Insurance)	£	373.06
IB00776	Josh Flynn Gardening Services	£	856.50
IB00777	Hamilton Room	£	20.00
IB00778	Surrey ALC SALC & NALC subscriptions	£	412.38
IB00779	Betchworth Memorial Hall	£	61.00
IB00780	Shires Accountants	£	93.60

15. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND FOR INCLUSION ON A FURTHER AGENDA

Please advise Chairman prior to the meeting

16. MEETING DATES to acknowledge and note

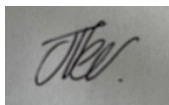
- Next Parish Meeting - 2nd June
- Annual Parish Meeting – 19th May

Parish Magazine Article: deadline JUNE 16th for July mag

17. CONFIDENTIAL ITEMS (Closed to Public and Press)

Agree payment of additional hours worked by Clerk

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.



Signed: Julie Vear, Parish Clerk 6th May 2025

Members of the public can view any attachments by email request to the clerk. If you wish to attend the Parish Council Meeting, please contact the clerk@betchworth-pc.gov.uk in advance of the meeting in order that suitable access can be made available.