

**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 11<sup>th</sup> May at 8.00pm** in The Hamilton Room, Betchworth  
Meeting Chairman: Cllr Ed Winter - [ewinter@betchworth-pc.gov.uk](mailto: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 (13<sup>th</sup> April 2026)**

To approve and sign the minutes from the last Parish Council meeting on 13<sup>th</sup> April 2026.

**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 (0)**

**New Applications (3)**

**MO/2026/00454**

[Link](#)

THE CEMETERY, THE STREET, BETCHWORTH T2 - Oak with large split down middle and fungal infection and to be removed. T3 - Ash is a completely dead tree and

to be removed. Following not within conservation area; T1- stumps to be removed, T4 - Cherry to be removed, T5 - Oak to be uplifted to 2m.

MO/2026/00515

[Link](#)

HIGHRIDGE  
BROCKHAMHURSTROAD  
BETCHWORTH  
RH3 7AP

Certificate of Lawfulness for a proposed development in respect the erection of a detached outbuilding for use as a temporary honey house.

MO/2026/00529

[Link](#)

HIGHVELD  
PEBBLEHILLROAD  
BETCHWORTH  
RH3 7BP

Construction of a hard surfaced tennis court with fencing.

## **Decisions (2)**

MO/2026/00407

[Link](#)

ORCHARD COTTAGE GADBROOK ROAD BETCHWORTH RH3 7AN

Discharge of Condition 17 of planning permission MO/2024/2171 for demolition of existing dwelling, garage and outbuilding and erection of 1 No. dwelling with detached garage bin and cycle store, parking and associated landscaping.

CONDITIONS APPROVED

MO/2026/00332

[Link](#)

MEADOW VIEW STATION ROAD BETCHWORTH RH3 7DF

Erection of a carport with annexe above, ancillary to main residence.

WITHDRAWN

## **Appeals (1)**

MO/2025/00141

[Link](#)

GREAT OAKS SNOWERHILL ROAD BETCHWORTH RH3 7AQ

Replacement vehicular and pedestrian access onto Snowerhill Road, retention of drive and two outbuildings.

## **Other Matters (0)**

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

## **10. AMENITIES**

To acknowledge play equipment checked

To acknowledge that defibrillators in Betchworth have been checked

To receive an update on Community Asset Proposal

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

- Standing Orders
- Financial Regulations
- Scheme of delegation (no change since last adopted in May 2023)
- Council Risk Register for 2026/27

## 13. CLERKS UPDATE

Acknowledge the clerks report and correspondence noted  
Acknowledge ongoing action log

## 14. FINANCE

- To review and approve signatories on bank accounts
- Present Internal Audit Report to Council and formally adopt
- To acknowledge finance groups review of effectiveness of systems of internal control of financial systems
- To complete and approve AGAR section 1 – Annual Governance Statement
- To approve AGAR section 2 – Accounting Statements
- To acknowledge notification dates for Exercise of Public Rights
- To approve 2025/26 CIL Return
- To review and adopt the internally audited accounts for 2025/26
- To approve payment schedule for regular payments
- To acknowledge completion of bank reconciliation checks for Q4

To acknowledge receipt of :

Precept	£14,724.35
Concurrent Service Payment	£1214.50
CT Support Scheme Payment	£338.00
Allotments	£140.00
Bank Interest	£49.11
Burial Ground Income	£2365.00
Other	£0.00

To approve the following amounts for payment in May

IB00837	Clerks Expenses	£	275.57
IB00838	Hamilton Room	£	25.00
IB00839	Zurich (Insurance)	£	445.61
IB00840	ICCM Membership	£	110.00
IB00841	ICCM Training (Memorial Mgt)	£	192.00
IB00842	Surrey ALC SALC & NALC subscriptions	£	438.60
IB00843	J&J Franks Ltd	£	264.00
IB00844	Chalice Consulting Ltd	£	300.00
IB00845	Re-Betchworth Grant	£	1000.00
IB00846	Friends North DBPC Grant	£	1750.00
IB00847	BBCS Grant	£	250.00
IB00848	Village Archives	£	500.00
IB00849	Betchworth Nursery	£	1000.00
IB00850	Mulberry Accounting Services	£	255.24

**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

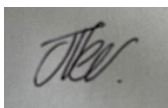
**16. MEETING DATES to acknowledge and note**

- Next Parish Meeting - 8th June
- Annual Parish Meeting – 18th May

**17. CONFIDENTIAL ITEMS (Closed to Public and Press)**

- Consideration & approval of Training Quote

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 5th 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](mailto:clerk@betchworth-pc.gov.uk) in advance of the meeting in order that suitable access can be made available.