

MAY 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)
- Confirmation from MVDC regarding the Standards Committee nominations made by BPC following May meeting
- Copy correspondence from County Cllr Clack and residents regarding the Wonham Lane drainage issue (Highways Councillors are aware)
- Final report from Local Government Boundary Commission detailing their final recommendations for future electoral arrangements for Surrey (sent to councillors for information)
- Email from MVDC Planning with details of planning applications for the entrance opposite Something Special (sent to Highways Councillors for review)
- GACC Newsletter (sent to Councillors for information)
- Request to change rubbish bin to more 'fox proof' by Churchyard (Clerk dealing, request made to MVDC)
- Acknowledgement of annual insurance payment from Zurich
- Query regarding Betchworth Burial Ground
- Acknowledgement and thanks from Barley Mow Residents Association for a copy of the letter sent to Building & Planning Control regarding dangerous fence in the road
- Request received asking for support for a campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal. (added to June agenda for discussion)
- NALC issued the Good Councillors Guide (sent to councillors for reading and information)
- Copy correspondence to CC Clack from Pebblehill chasing the drainage fix date and all other outstanding issues for resolution
- SALC Newsletter (issued to Councillors for information)
- Copy Correspondence from County Cllr Clack regarding Wonham Lane (sent to Highways Cllrs for information)
- Invitation to take part in Surrey Nature Recovery (SNR) The Local Nature Recovery for Strategy themed conversations to contribute towards the Strategy (sent invitation to Rebetchworth to attend and feedback to Parish Council if appropriate)
- Copy correspondence from parishioner to County Cllr Clack on the work being carried out on Wonham Lane to be passed back to SCC Highways
- Confirmation from MVDC to replace the bin with a bin with a lid in Church car park following request
- Correspondence from Mole Valle re additional financial support for vulnerable customers being available (sent out on village email)

- Invitation to contribute to the Dorking and Brockham masterplan to identify improvement to the town centres and travel links (sent to councillors for attendees – Cllr Randall attending)
- Confirmation of meeting between Police Road Safety and Traffic Mgt and Cllr Randall to discuss rail replacement bus stops and diversion
- Notification from Stonemans funeral service following receipt of incorrect money to arrange a refund
- MVDC press release regarding the postponement of Swan Centre consultation due to election (sent to Councillors for information)
- Notification from parishioner regarding further damage to fence adjacent to Barley Mow (raised with planning controller and contact SCC Highways)
- Acknowledgement from Building Control regarding the Barley Mow fence issue with a promise to escalate
- Acknowledgement from SCC Highways regarding the Barley Mow fence issue with plan to resolve
- Notification from SCC Highways that the work request for Barley Mow was cancelled (see Highways for detail)
- Correspondence from funeral director requesting information
- Response back from casualty officer at Surrey Police (see Highways for detail)
- Invitation to SLCC Branch meeting (unable to attend due to location and time)
- Email from SALC re NALC/SALC involvement in preparation for new government (issued to councillors for information)
- Request for details regarding Poland Trust (passed onto MVDC Housing)
- Revised ref number from SCC Highways to complaint regarding the broken fence by Barley Mow
- Acknowledgement from companies for quotation requests for gate at burial ground
- Application form for Clerk role (this has been acknowledged)
- Quotations for burial ground replacement gate
- Notification that road has been cleared by SCC Highways
- Notice of internment for 1st July
- Notice of burial 6th June
- Email survey for SCC Highways Ref 2968859 (Barley Mow Fence), detailed dissatisfaction feedback given
- Notification of a burial on 5th June
- Dorking Halls Planned Closure Update (sent to Councillors for information)

Footpaths

- Request for additional poo bins to be discussed at Council meeting
- Requested MVDC to replace the existing open bin in Church Car Park with a closed bin following request from parishioner

Highways/ Rail

- Wrote to Building Controls regarding the broken fence at Barley Mow area, stating the poor state and the danger that it may cause unless something is done (cc to Barley Mow residents association)
- Emailed County Cllr Clack for support to continue with the work to replace Gateway on Station Road (awaiting response)
- Made the request to CC Clack about expediting the installation of VAS on Pebblehill following request at May meeting.

- Contacted the police for endorsement for the proposed alternative bus route for replacement trains, arranged a meeting for Monday 27th May
- Contacted County Cllr Clack to propose next steps to resolve the issue of the verges opposite Something Special
- Reported further deterioration of the fence to Planning Control and SCC Highways – an emergency team will attend the site to clear the road following an immediate inspection. After receiving confirmation that the road would be cleared the job was immediately cancelled as it was not deemed dangerous. Clerk has escalated to SCC Highways and copied in County Cllr Clack. Cllr Randall has recommended that residents of Barley Mow should carefully if safe push the fence into the land and off the road to make the highway safe. – received new reference number and given 15 days notice for a response ref 2968859, received notification following complaint that this is now cleared by SCC, awaiting confirmation from resident
- Chased Casualty Reduction Officer following original email from residents of Pebblehill and BPC chasing response from annual parish meeting to arrange a meeting with residents, response received back stating that they have found safe places to stop and monitor traffic to date no traffic offenses have been recorded – response passed back to Pebblehill residents

Burial Ground

- Approved memorial following Parish Council meeting
- Issued ERB certificate following receipt of payment
- Querying a payment received from Funeral Directors (does not tally with what is due)
- Chased Stonemans for o/s memorial costs x3
- Instructed Josh Flynn Gardening Service to complete emergency repairs on animal burrowing by ashes spaces (CC: Chair and Cllr Wilson)
- Requested quotation for the replacement of rotten posts at the front of the burial ground
- Chased position of o/s memorial request for t/l D Francis as still waiting to hear back – no longer required
- Requested quotations for replacement gate in Burial Ground and started to prepare the business case
- Completed the paperwork for interment on 1st July
- Completed the paperwork for burial on 6/6
- Completed the paperwork for ashes burial on 5/6

Finance & Policies

- Completed the invoices and made payments that were approved in formal council meeting
- Completed the paperwork and issued final documents for external audit
- Displayed all AGAR forms and full signed Internal Audit on the website
- Money transferred into our account in error by Stoneman's – arrange a refund of amount.
- Updated CIL master record

Meetings Attended / Training

- None to note

Planning

- Weekly planning monitoring

Items in red have been added since agenda was issued

- Comments issued to Mole Valley for Great Oaks Planning application following BPC meeting
- Comments issued to Mole Valley for Oakley Gardens planning application following BPC meeting
- Comments issued to Mole Valley for Crossways Kennels planning application following BPC meeting
- Emailed MD at MVDC complaint about the planning enforcement practice experienced in Betchworth following BPC May 13th meeting
- Chased MVDC on the old planning applications not on the new portal to ascertain the legality of the dropped kerb on Station Road

Other Items of Note

- Updated noticeboard
- Issued village emails and updated calendar
- Updated The Circuit with defibrillator status'
- Completed content for magazine
- Completed paperwork and all admin for Cllr Hardy resignation
- Prepared the paperwork for new councillor vacancy and posted live on 17th May
- Completed order form for new playground provision **and confirmed positioning plans**
- Chased o/s invoice for the allotment
- Dealing with interest regarding Clerk role