

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 2nd September 2024**, commencing at 8pm in The Hamilton Room, Betchworth

Councillors (Cllrs) present:

Cllr Ed Winter (EW) Chairman
 Cllr Alice Laidler (AL) Vice Chair
 Cllr Ian Wilson (IW)
 Cllr Graham Randall (GR)
 Cllr Martin Higgins (MH)
 Cllr Mark Targett (MT)

Attending:

County Cllr Helyn Clack (HC)
 District Cllr Budd (SB)
 District Cllr Potter (PP)

Apologies:

District Cllr Keay (PK)
 Cllr Robert Ashdown (RA)

In attendance: Julie Vear (JV) Clerk & RFO

MOP: 12

Minute #	Agenda item	Who
	1. APOLOGIES FOR ABSENCE	
151	Apologies were received from Councill Ashdown and District Councillor Keay. Cllr Winter welcomed residents from Pebble Hill.	
	2. DECLARATIONS OF INTEREST	
152 153	A declaration of interest was received from Cllr Winter relating to planning application MO/2024/0937. Cllr Targett declared interest as a resident of Pebble Hill	
	3. MINUTES OF THE PREVIOUS MEETING	
154	The minutes of the meeting held on 1 st July 2024 were approved with an amend to correct the Gatwick update to state that the inspectors' consultation will be finalised by the end of August and they will report their findings to the Secretary of State for Transport at the end of November.	
	4. OPEN FORUM	
155	Cllr Winter introduced Jim Gear to speak on behalf of Pebble Hill residents and explained that he had used his discretion as chair to extend the time allowed by the public in open forum for the statement prepared by Jim to be read in full on behalf of the Pebble Hill residents. Following introductions, Jim read the statement (a copy of the report is displayed on the website under 'supporting files.) Cllr Winter thanked Jim for presenting the document and confirmed that the residents had the continued full support of the	

	<p>cllrs and new clerk. He went on to explain that the points would be covered in more detail at the meeting booked with representatives from the Parish Council and County Cllr Helyn Clack. Cllr Winter invited Helyn to speak. Cllr Clack acknowledged the residents' frustrations, confirmed her ongoing support and outlined some of the issues and possible resolutions. A budget of £20k has been set aside by Cllr Clack for a feasibility study in this area of the village. Cllrs Winter and Clack both made it clear in their responses that any work would be completely separate and outside of the proposed DfT A25 safety changes but ASC could be considered as part of the feasibility. The statement and meeting outcome will be formally discussed at the next Parish Council meeting.</p>	
156	Cllr Budd asked that following conversations with residents, the Parish Council consider facilities for teenagers when looking at amenities and budgets.	
157	Cllr Budd informed the Parish Council that BERT will shortly be starting their Autumn clearance and asked for the Parish Councils support in making ditches accessible where verges had been cleared.	
158	Cllr Potter raised the issue of the dangerous pot hole in Wellhouse Lane and Cllr Clack took an action to escalate.	HC
	5. COMMUNITY POLICE REPORT	
159	The police report with incidents from 1 st July – 2 nd Sept 2024 was displayed, discussed, and acknowledged with no action required.	
	6. TRANSPORT, HIGHWAYS, FLOODING AND FOOTPATHS	
160	Cllr Laidler provided an update on the church farm footpath. A tender document has been prepared and will be circulated to cllrs for comment before going to tender.	AL
161	Further to a request from residents for the Parish Council to support the clearing of the high traffic footpath from the village store to allow for easier access, it has been agreed that a one-off clearing will be scheduled by the parish contractor to clear the path from the bus stop to the start of the Clarion hedge.	JV
162	A highways report was presented by Cllr Randall and discussions were had around each topic. A copy of the report is displayed on the website under 'supporting files'.	
163	Cllr Wilson informed council that further to the recent newsletter from the Thames Valley flood scheme (available in supporting files on the website) he had been in contact with them to obtain better understanding of the areas proposed. It is understood that some Betchworth residents have received letters regarding the scheme	IW

164	<p>and Cllr Wilson has taken an action to follow up on communication and coverage.</p> <p>Councillor Winter provided an update on the Gatwick expansion inquiry. The Inspectors will deliver their report to the Secretary of State at the end of November with a decision expected next year. GACC are continuing to lobby local MP's.</p>	
165	<p>6. PLANNING</p> <p>Council acknowledged planning observations made by delegated authority since last meeting</p>	
166	<p>MO/2024/0846 Little Abbots, Snowerhill Road, Betchworth, Surrey, RH3 7AQ Installation of 38 No. ground mounted solar panels.</p>	No comment
167	<p>MO/2024/0938 Land opposite Great Oaks, Snowerhill Road, Betchworth, Surrey, RH3 7AQ Installation of roller shutter door to barn.</p>	No comment
168	<p>MO/2024/0939 Land opposite Great Oaks, Snowerhill Road, Betchworth, RH3 7AQ Creation of access track to barn.</p>	No comment
169	<p>MO/2024/0804 Meadow View, Station Road, Betchworth, Surrey, RH3 7DF Green Mesh metal Fencing to front boundary of Meadow View abutting Station road.</p>	Objection
170	<p>MO/2024/0937 Great Oaks, Snowerhill Road, Betchworth, Surrey, RH3 7AQ Certificate of Lawfulness for a proposed development in respect of the erection of two outbuildings and the laying out of hard surface.</p>	No comment
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173	<p>MO/2024/0939 Land opposite Great Oaks, Snowerhill Road, Betchworth, RH3 7AQ Creation of access track to barn.</p>	No comment
174	<p>MO/2024/1082/EBC The Quarry, 250 Pebble Hill, Betchworth, Surrey, RH3 7BY To upgrade the existing pole mounted transformer on pole 154441/154442 from 3ph 50kVA to 3ph 200kVA.</p>	No comment

175	<p>MO/2024/1150/PLAH South Lodge, Broome Park, Old Reigate Road, Betchworth, Surrey, RH3 7DR Erection of single storey rear extension and first floor rear extension.</p> <p style="text-align: right;">No comment</p>
176	<p>MO/2024/1142/PLA The Builders Yard, Church Street, Betchworth, Surrey Conversion of an existing building from industrial use (Use Class B2) into 1 No. dwelling (Use Class C3).</p> <p style="text-align: right;">No comment</p>
177	<p>MO/2024/1220/DEA 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.</p> <p style="text-align: right;">No comment</p>
178	<p>MO/2024/1128/LBC Dillon Cottage, The Street, Betchworth, Surrey, RH3 7DW Subdivision of existing cottage into 2 No. dwelling units with separate entrances and amenity. Access between the two to be infilled at ground floor and first floor level. External repairs to be carried out to the elevations, including: window and door repairs and repainting, cement-based render to be tested and replaced with lime render, repainting of masonry, repairs and repainting of exposed timber framing, repointing of chimney pots. French drain added to perimeter of cottage. Update and refurbishment of internal finishes to current living standards.</p> <p style="text-align: right;">No comment</p>
179	<p>MO/2024/0859 Barn North of Wonham Lane, Wonham Lane, Betchworth, Surrey, RH3 7AD Conversion and change of use of barn to one dwelling house (Use Class C3).</p> <p style="text-align: right;">Objection</p>
180	<p>MO/2024/1229 Dillon Cottage, The Street, Betchworth, Surrey, RH3 7DW Subdivision of existing cottage into 2 No. dwellings with separate entrances and amenity. External repairs to elevations and internal update to current living standards.</p> <p style="text-align: right;">Comment</p>
181	<p>MO/2024/1256 Hazelcombe, Pebble Hill Road, Betchworth, Surrey, RH3 7BP Erection of replacement detached garage with loft storage/Gym/Home Office above.</p> <p style="text-align: right;">No comment</p>
182	<p>Decisions MO/2024/0831 Garden Cottage, Church Street, Betchworth, RH3 7DN 1 No. Yew tree. Remove large central split and crown lift to 4 metres and reduce remainder of the crown by 3 metres.</p> <p style="text-align: right;">MVDC No further action BPC No comment</p>
183	<p>MO/2024/0595 6, Oakley Gardens, Betchworth, Surrey, RH3 7AZ Erection of two storey extension including garage with accommodation over.</p> <p style="text-align: right;">MVDC Approved with conditions BPC No comment</p>

184	<p>MO/2024/0810 Betchworth Lodge, Pebble Hill Road, Betchworth, Surrey, RH3 7BW Replace the existing ancillary domestic pool building with a similar sized outbuilding providing an ancillary pool / garden room to the house. MVDC Approved with conditions BPC No comment</p>	
185	<p>MO/2024/0804 Meadow View, Station Road, Betchworth, Surrey, RH3 7DF Green Mesh metal Fencing to front boundary of Meadow View abutting Station road. MVDC Approved with conditions BPC Objection</p>	
186	<p>MO/2024/0846 Little Abbots, Snowerhill Road, Betchworth, Surrey, RH3 7AQ Installation of 38 No. ground mounted solar panels. MVDC Approved with conditions BPC No comment</p>	
187	<p>MO/2024/0937 Great Oaks, Snowerhill Road, Betchworth, Surrey, RH3 7AQ Certificate of Lawfulness for a proposed development in respect of the erection of two outbuildings and the laying out of hard surface. MVDC Refused BPC No comment</p>	
188	<p>MO/2024/1082 The Quarry, 250 Pebble Hill, Betchworth, Surrey, RH3 7BY To upgrade the existing pole mounted transformer on pole 154441/154442 from 3ph 50kVA to 3ph 200kVA. MVDC Objection BPC No comment</p> <p>Appeal Decisions (0)</p> <p>New Applications:</p>	
189	<p>MO/2024/1359/PLA Nionisle House, The Quarry, Betchworth, Surrey, RH3 7BZ Change of use from offices to 1 No dwelling, reduction in parking area and formation of a garden.</p>	
190	Delegated to planning group for consideration	
7. AMENITIES		
191	It was acknowledged that the play equipment was checked.	
192	It was acknowledged that all 3 defibrillators in the village were inspected. Replacement pads are required for 2 of the units, the clerk is to action.	JV
193	The Clerk provided an update that the new burial ground gate is due to be replaced on the 9 th September and will be overseen by Cllr. Laidler.	AL
194	Cllr. Winter raised the issue of the fencing/hedging around the perimeter of the burial ground and proposed that some consideration be given to tidying/improving this as part of the burial ground review in the autumn. This was agreed as an action.	JV/EW /IW
195	Further to the request at the last meeting to provide more detail on the replacement of fencing on the school footpath, the Clerk shared	JV/HC

<p>196</p> <p>197</p>	<p>the proposal with cllrs. Cllr Clack has agreed to take up the proposal with SCC as the fence is on their land but has suggested they may prefer a like for like replacement due to ongoing maintenance of the proposed wood to match fencing on the opposite side of the entrance at Goulburn Green.</p> <p>The clerk provided an update on the refurbishment of the bus shelter by a local volunteer and made a request for additional funds to enhance the area and provide a community notice board and additional clearing and planting. Cllrs approved the spend</p> <p>The clerk provided an update to replace a post at the burial ground and cllrs approved the spend</p>	<p>JV</p> <p>JV</p>																																																			
<p>198</p> <p>199</p> <p>200</p>	<p>8. CLERKS UPDATE</p> <p>There were no questions or comments on the clerks report which can be located under supporting files on the website.</p> <p>The ongoing action log was acknowledged.</p> <p>County Councillor Clack and District Cllrs left the meeting.</p>																																																				
<p>201</p> <p>202</p>	<p>9. FINANCE</p> <p>The following amounts were ratified as approved by delegated authority in August as no meeting held by Cllrs Wilson and Randall:</p> <table border="1" data-bbox="280 1205 1259 1624"> <tr><td>IB00685</td><td>HSBC Monthly Bank Charge</td><td>£5.00</td></tr> <tr><td>IB00687</td><td>Cheryl Sexton – Salary & expenses</td><td>£1196.33</td></tr> <tr><td>IB00686</td><td>Julie Vear – Salary & expenses</td><td>£1599.98</td></tr> <tr><td>IB00688</td><td>HMRC – NI & Tax</td><td>£266.50</td></tr> <tr><td>IB00692</td><td>Josh Flynn Gardening Services</td><td>£856.50</td></tr> <tr><td>IB00689</td><td>DLG Computers Annual Support</td><td>£191.95</td></tr> <tr><td>IB00691</td><td>Fast Hosts SSL Certificate Renewal</td><td>£42.00</td></tr> <tr><td>IB00690</td><td>SES Water</td><td>£15.29</td></tr> <tr><td>IB00693</td><td>Playdale Playground Equipment</td><td>£2573.88</td></tr> <tr><td>IB00694</td><td>C Hamilton Landscapes</td><td>£50.00</td></tr> <tr><td>IB00695</td><td>Bus Shelter Refurb</td><td>£76.55</td></tr> </table> <p>The following amounts were approved by council for payment in September:</p> <table border="1" data-bbox="280 1731 1259 1955"> <tr><td>IB00703</td><td>HSBC Monthly Bank Charge</td><td>£5.00</td></tr> <tr><td>IB00706</td><td>Cheryl Sexton – Salary & expenses</td><td>£675.11</td></tr> <tr><td>IB00705</td><td>Julie Vear – Salary & expenses</td><td>£1036.10</td></tr> <tr><td>IB00707</td><td>HMRC – NI & Tax</td><td>£157.57</td></tr> <tr><td>IB00699</td><td>Josh Flynn Gardening Services</td><td>£856.50</td></tr> <tr><td>IB00696</td><td>GDPR Data Protection</td><td>£35.00</td></tr> </table>	IB00685	HSBC Monthly Bank Charge	£5.00	IB00687	Cheryl Sexton – Salary & expenses	£1196.33	IB00686	Julie Vear – Salary & expenses	£1599.98	IB00688	HMRC – NI & Tax	£266.50	IB00692	Josh Flynn Gardening Services	£856.50	IB00689	DLG Computers Annual Support	£191.95	IB00691	Fast Hosts SSL Certificate Renewal	£42.00	IB00690	SES Water	£15.29	IB00693	Playdale Playground Equipment	£2573.88	IB00694	C Hamilton Landscapes	£50.00	IB00695	Bus Shelter Refurb	£76.55	IB00703	HSBC Monthly Bank Charge	£5.00	IB00706	Cheryl Sexton – Salary & expenses	£675.11	IB00705	Julie Vear – Salary & expenses	£1036.10	IB00707	HMRC – NI & Tax	£157.57	IB00699	Josh Flynn Gardening Services	£856.50	IB00696	GDPR Data Protection	£35.00	
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203	IB00700	Hamilton Room September Mtg	£20.00	
	IB00701	Hamilton Room SCC Mtg	£20.00	
	IB00697	RB Fencing BG Gate	£1740.00	
	IB00698	PKF – External Auditors	£378.00	
	IB00702	Microsoft Annual Subscription	£59.99	
	IB00704	Mulberry Cllr Training	£54.00	
	<p>Cllr Winter asked council to formally acknowledge conclusion of the external audit for year ending 31 March 2024 further to the clerk advising that PKF Littlejohn LLP (Council’s external auditor) confirming on 31st July 2023, that it had completed its review of Betchworth’s 2023/24 Annual Governance and issued its report and certificate.</p> <p>Further to the clerk’s recommendation the notice be displayed for a period of 14 days commencing Wednesday 18th September 2024, council resolved to adopt the Notice of Completion of Audit and to approve the Clerk’s recommendation.</p>			
204	<p>10. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND FOR INCLUSION ON A FURTHER AGENDA</p> <p>No urgent matters were noted for discretion of the chair</p>			
205	<p>11. CONFIDENTIAL ITEMS (Closed to Public & Press)</p> <p>Cllrs agreed that a further meeting/discussion would be beneficial to discuss an approach to updating some principles and policies.</p>			Cllrs/ Clerk
206	<p>12. MEETING DATES to acknowledge and note</p> <p>The following dates were acknowledged:</p> <ul style="list-style-type: none"> a. Next Parish Council Meetings – 7th October b. SALC Clerk Forum – 24th Sept – Clerk c. SALC Councillors Forum – 25th Sept – Cllrs d. Clerks Holiday – 9th – 15th Sept 			
207	<p>PARISH MAGAZINE ARTICLE: MVDC new portal and BG Gate Installation</p>			
	MEETING CLOSED AT 10.15pm			
	THIS IS A CONTROLLED DOCUMENT – Betchworth Parish Council will NOT be held responsible for content when downloaded from the website.			