

DRAFT

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 4th November 2024**, commencing at 8pm in The Hamilton Room, Betchworth

Councillors (Cllrs) present:

Cllr Alice Laidler (AL) Vice Chair

Cllr Ian Wilson (IW)

Cllr Martin Higgins (MH)

Attending:

County Cllr Helyn Clack (HC)

District Cllr Keay (PK)

District Cllr Potter (PP)

District Cllr Budd (SB)

Apologies:

Cllr Robert Ashdown (RA)

Cllr Mark Targett (MT)

Cllr Ed Winter (EW) Chairman

In attendance: Julie Vear (JV) Clerk & RFO

MOP: 1

Minute #	Agenda item	Who
	<p>1. APOLOGIES FOR ABSENCE</p> <p>Apologies were received from Cllrs Winter, Ashdown and Targett</p> <p>Cllr Laidler welcomed MOP and went on to explain that Cllr. Randall was unable to attend and sadly had to resign with immediate effect on health grounds. Council acknowledged Cllr Randalls significant and meaningful contribution to the Parish in recent years, particularly on highway and planning matters. Council acknowledged that MVDC had been notified and that appropriate vacancy notices would be published on notice boards from 07/11/2024 for 14days.</p>	
	<p>2. DECLARATIONS OF INTEREST</p> <p>No declarations of interest were received</p>	
	<p>3. MINUTES OF THE PREVIOUS MEETING</p> <p>The minutes of the meeting held on Monday 7th October 2024 were approved</p>	

	<p>4. OPEN FORUM</p> <p>Cllr Laidler invited MOP to introduce themselves and questions re Parish Council general responsibilities and planning were discussed.</p> <p>Cllr Potter raised the issue of the incomplete works on Well House Lane with Cllr Clack. Cllr Clack took an action to follow up on the works request and encouraged all cllrs to log issues on the recently launched FixMyStreet Cllrs and the clerk commented this had worked well with recent issues, both logging and monitoring on Pebble Hill although there were still some teething problems with issues being closed without appropriate explanation and/or comment.</p> <p>The clerk commented she had been approached by a MOP and asked to raise with council the issue of the dip in the road just after the village store where the old tunnel used to run. Cllrs commented it did help slow traffic but they would look at the issue and report as appropriate to SCC</p>	
	<p>5. COMMUNITY POLICE REPORT</p> <p>The police report with incidents from 8th October – 4th November 2024 was displayed, discussed, and acknowledged with no action required.</p>	
	<p>6. TRANSPORT, HIGHWAYS, FLOODING AND FOOTPATHS</p> <p>C Cllr Clack provided an update on Pebble Hill further to sharing the recently published SCC report (available on the website under supporting documents). C Cllr Clack thanked the Parish Council and residents of Pebble Hill for their support with the recent works which took just one week to complete, and included not only the drainage works but clearing, cleaning and barrier repairs. It is acknowledged that further work is required to the embankment and this is a major works that needs to continue to be monitored for safety. It is hope that the consultation for a 30MPH on this road will go ahead in 2025 with the support of the police. C Cllr Clack took questions regarding the work and all concluded a really great result for the Parish. The clerk was asked to prepare a letter of thanks to those involved at SCC as they had worked extremely hard to co-ordinate the works to ensure as much as possible could be achieved while the road was closed.</p> <p>The clerk shared the footpaths report (available on the website under supporting documents) and Cllrs noted with actions for Cllr Laidler and the clerk to progress plans for the litter pick.</p> <p>The clerk shared the highways report (available on the website under supporting documents) and Cllrs noted with no actions.</p>	

7. PLANNING

Council acknowledged planning observations made by delegated authority since last meeting

Ratified planning observations by delegated authority since last meeting:

MO/2024/1433/PLA

[Link](#)

Station House, Station Road, Betchworth, Surrey, RH3 7BZ

Proposal: Erection of shed and storage box.

Case Officer: Ella Barrett-Patel

No Comment

MO/2024/1487/PLA

[Link](#)

Great Oaks, Snowerhill Road, Betchworth, Surrey, RH3 7AQ

Proposal: Demolition of existing dwelling and erection of replacement dwelling.

Case Officer: Helen Clarke

No Comment

New applications:

MO/2024/1547/PLAH

[Link](#)

Sutherland, Roothill Lane, Betchworth, Surrey, RH3 7AT

Proposal: Erection of a two storey rear extension.

Case Officer: Hannah Suchy

No Objection

MO/2024/1766/EBC

[Link](#)

The Quarry, 250 Pebble Hill, Betchworth, Surrey, RH3 7BY

Proposal: Upgrade to existing Pole Mounted Transformer(PMT) from 50KV to 200KV

Case Officer: Sue Read

No Objection

Decisions (2)

MO/2024/1359/PLA

[Link](#)

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.

BPC No Comment / MVDC REFUSED

MO/2024/1378/PLAH

[Link](#)

Location: Wellwood, Wellhouse Lane, Brockham, Betchworth, Surrey, RH3 7HH

Erection of open fronted garage and secure store.

BPC No Comment / MVDC APPROVED WITH CONDITIONS

	<p>8. AMENITIES</p> <p>It was acknowledged that the play equipment was checked.</p> <p>It was acknowledged that all 3 defibrillators in the village were inspected.</p> <p>The clerk provided an update on the area by the bus shelter and village store. Hope Nursery will be supporting improvements in this area with biodiverse planting of the planters.</p> <p>The clerk provided an update on the benches at Goulburn Green. The benches have been procured and it is expected they will be installed within the next month.</p> <p>The replacement school railings design to match the work carried out on the opposite side of the entrance on BPC land was discussed further and actions regarding design and permissions remain outstanding as on SCC land.</p> <p>Cllr Wilson and the clerk provided an update on a recent Burial Ground visit. Cllrs agreed quotes for the works identified should be requested for consideration. Cllrs approved a one-off fee for a memorial replacement of an existing headstone.</p> <p>Council approved allotment fees remaining the same as administration and overheads remain low and fees are in line with other parishes.</p>	
	<p>9. CLERKS UPDATE</p> <p>There were no questions or comments on the clerk's report which can be located under supporting files on the website.</p> <p>The ongoing action log was acknowledged.</p> <p>County Councillor Clack, District Cllrs and MOP left the meeting.</p>	

10. FINANCE

The following amounts were approved by council for payment in November:

IB00719	HSBC Monthly Bank Charge	£5.00
IB00720	Julie Vear – Salary & expenses	£1029.07
IB00721	HMRC – NI & Tax	£259.57
IB00722	Hamilton Room November Mtg	£20.00
IB00723	Josh Flynn Gardening Services	£856.50
IB00724	SALC Annual Conference	36.00
IB00725	Shires Accountants	£175.20
IB00726	Tesco Mobile	£8.63

Council approved the clerks wage increase, backpay and pension auto enrolment in alignment with the Local Government Pay Claim and contract.

11. COMMUNITY AND COMMUNICATIONS

Council discussed the public consultation paper on remote meetings and felt that although they would like to maintain the monthly full committee meetings in person, they would like the flexibility of ad hoc meetings being remote. The clerk was asked to action the questionnaire reflecting this feedback.

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

No urgent matters were noted for discretion of the chair

13. CONFIDENTIAL ITEMS (Closed to Public & Press)

Council was asked by the clerk to consider a change to the process for signing off supplementary reports and appendix to agendas and minutes and this was approved

14. MEETING DATES to acknowledge and note

2025 meeting dates were approved (available on the website under supporting documents).

The following dates were acknowledged:

- Next Parish Council Meeting - Monday 2nd December
- SALC Planning Webinar – 12th November – Clerk & Cllr Winter
- SALC AGM & Conference– 19th November – Clerk
- Budget Planning – TBA – Finance Group
- Interim Internal Audit – 21st November – Clerk

	<ul style="list-style-type: none"> • SCC Highways Focus Group – 3rd December -Clerk • SLCC Clerks Forum – 19th December - Clerk <p>PARISH MAGAZINE ARTICLE: TBA</p>	
	MEETING CLOSED AT 9.35pm	
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