

BETCHWORTH PARISH COUNCIL AGENDA

Members of Betchworth Parish Council are summoned to attend the Parish Council meeting, to be held on **Monday 1st September 2025 at 8pm** 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. APOLOGIES FOR ABSENCE

To receive any apologies for absence from Councillors

2. DECLARATIONS OF INTEREST

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

3. MINUTES of PREVIOUS MEETING (4th August 2025)

To approve and sign the minutes from the last Parish Council meeting on 4th August 2025.

4. 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.

5. COMMUNITY POLICE REPORT

To receive an update from the Neighbourhood Police Team

6. TRANSPORT, HIGHWAYS AND FOOTPATHS

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

7. PLANNING

8.

Ratification of Planning Observations made since last meeting (2)

MO/2025/0749/CERTLB

The Old House South, The Street, Betchworth, Surrey, RH3 7DJ

Certificate of lawfulness for a proposed development in respect of repairs to the damage to an external perimeter wall and pier (Listed Building)

MO/2025/01002

Snowerhill Farm, Snowerhill Road, Betchworth, Surrey, RH3 7AG

Prior notification for the change of use of part of the building from agriculture to Storage and Distribution (Use Class B8)

Applications (1)

MO/2025/02039

[LINK](#)

Royce Service & Engineering Works, Station Road, Betchworth, Surrey, RH3 7BZ

Replacement of roof and wall cladding with alterations to fenestration and installation of Photovoltaic Panels to the roof.

Decisions (2)

MO/2025/1026

[LINK](#)

Location: 3, Church Street, Betchworth, Surrey, RH3 7DN

Proposal: Re-tile the roof of the entire property. (Listed Building Consent).

MVDC Decision: APPROVED WITH CONDITIONS

BPC: Comment

MO/2025/0717

[Link](#)

Orchard Cottage, Gadbrook Road, Betchworth, Surrey, RH3 7AN

Discharge conditions 5, 7, 8, 9, 12, 13, 15, 16 and 18 of planning permission

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

Appeals (1):

MO/2025/0443

[LINK](#)

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.

Other Matters (1)

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

9. AMENITIES

To acknowledge play equipment dates checked

To acknowledge that defibrillators in Betchworth have been checked

To approve Burial Ground permit(s)

10. COMMUNITY AND COMMUNICATIONS

To consider proposal to run Scam workshop for residents

Update on Community Survey

To agree Parish Magazine Article - deadline August 11th for September magazine

11. POLICIES & PROCEDURES

To adopt the following policy to comply with Assertion 10 – Digital and Data Compliance:

- Information Technology (IT) Policy

To adopt the following policies in consideration of the new IT policy and as part of the review cycle:

- General Data Protection Policy
- Social Media Policy
- Records Retention Policy

12. CLERKS UPDATE

Acknowledge the clerks report and correspondence noted

Acknowledge ongoing action log

13. FINANCE

- To formally acknowledge conclusion of External Audit for year ended 31 March 2025 and accept clerks recommendation for the 14 day period to display the Conclusion of Audit Notice.

To acknowledge receipt of:

Allotments	£0.00
Bank Interest	£60.37
Burial Ground Income	£6030.00
VAT Return	£0.00
Other	£0.00

To approve the following amounts for payment in September:

IB00795	Clerks Expenses	£	126.69
IB00796	Hamilton Room	£	25.00
IB00797	Parish Online	£	362.40
IB00798	GDPR Data Protection	£	52.00
IB00799	Gardening Services	£	90.00
IB00800	PKF – External Audit	£	378.00

To acknowledge the following scheduled payments in September:

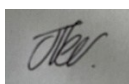
HSBC Monthly Bank Charge	£	5.00
Unity Monthly Bank Charge	£	6.00
HMRC – NI & Tax Mth 5	£	448.82
Clerks Salary Mth 5	£	1193.79
Clerks Pension Mth 5	£	69.83
Clerks Mobile	£	8.00
Josh Flynn Gardening Services	£	856.50
Hosting Charges	£	8.46

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

Please advise Chairman prior to the meeting

15. MEETING DATES to acknowledge and note

- Full Parish Meeting October
- Clerks Holiday - w/c 22nd September one week
- SALC/WORKNEST – Employment Rights Bill Training - 18th September
- SALC Clerk Forum – 30th September
- SALC Cllr Forum – 1st October
- SAL Conference & AGM – 13th November



Signed: Julie Vear, Parish Clerk 26th August 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.