

BETCHWORTH PARISH COUNCIL

MINUTES of the **MEETING** of the **BETCHWORTH PARISH COUNCIL** held on **MONDAY 10th August 2026**, commencing at 8pm in The Hamilton Room, Betchworth

Councillors (Cllrs) present:

Cllr Ed Winter (EW) Chairman
Cllr Ian Wilson (IW)
Cllr Martin Higgins (MH)
Cllr Robert Ashdown (RA)
Cllr Caroline Gavign (CG)

Attending:

No District or County Cllr in attendance

Apologies:

Cllr Alice Laidler Vice Chair
Cllr Govinda Prashar

In attendance: Katie Leak (KL) Clerk & RFO

MOP: 1

Minute #	Agenda item	Who
	1. APOLOGIES FOR ABSENCE	
163	Council resolved to accept apologies of absence from Parish Cllrs Laidler and Prashar.	
164	The chair welcomed MOP to the meeting who had expressed an interest in the Hartsfield Manor planning application.	
	2. DECLARATIONS OF INTEREST	
165	Cllr Winter declared an interest in the planning application MO/2026/00955.	
	3. MINUTES OF THE PREVIOUS MEETING	
166	Council resolved to approve the Minutes of the Meeting held on Monday 13 th July 2026 and the minutes were signed.	
	4. OPEN FORUM	
167	There were no items raised in open forum	
	5. RURAL HOUSING	
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	A representative from Surrey Community Action shared the services she offers as part of the Surrey Rural Housing Group including housing needs surveys, parish profiles, webinars and advice on development of small scale local housing schemes.	
	6. COMMUNITY POLICE REPORT	
169 170	The Council resolved to accept the Police Report. The Clerk took an action to circulate relevant parts of the Police report to the parish.	KL
	7. TRANSPORT, HIGHWAYS, FLOODING AND FOOTPATHS	
171	Highways: Cllrs resolved to create a transport survey at the same time as the Neighbourhood Development Plan survey to capture parishioners concerns / wishes regarding highways improvements in our Parish before the predicted increased traffic following the new runway at Gatwick Airport.	
172	- Council confirmed the aim of any improvements would be to reduce the risk of an accident, to reduce the traffic speeds and to reduce volume of traffic by deterring drivers from using the village as a short cut. - Clerk took an action to kick off this activity and to share the historic speed reduction documents with Cllrs.	KL
173	Footpaths: - Clerk shared that the footbridge over the railway on footpath 460 was closed for repairs. Clerk took an action to share this information with the Parish. - Council approved Dog Poo signs to encourage owners to pickup the poo.	KL
174	Gatwick: Cllr Winter provided an update that Gatwick Airport is bound by a planning condition requiring at least 54% of passengers to use public transport to travel to and from the airport during the monitoring year before the northern runway becomes fully operational.	
175	Flooding: Cllr Gavigan provided an update that the flooding working group had met with BERT and a local MOP to work through the details of installing a camera to watch the river to provide real-time information of when the river floods by Betchworth Bridge on The Street to provide accurate warning information to Parishioners, floodmapper.co.uk and the Environment Agency.	
176	Following analysis, it was identified that there are onerous GDPR rules and planning rules to follow with installing a camera and that a simpler water sensor option might be better to provide the information required. Cllr Gavigan shared that a water sensor bollard technology is available	

177	and that the working group had met with the provider, BERT and other local Parish Cllrs to understand the option in more detail. • Cllr Gavigan took an action to continue her analysis and provide a report to Council in the next meeting including supplier costs.	CG
178	• Council resolved to request flood depth markers from Surrey County Council for 3 locations in Betchworth: by the Bridge on The Street, by Wonham Mill and on Wonham Lane behind the Dolphin pub. Clerk took an action to follow this up.	KL
179	Climate Video Meeting:	
180	• Council resolved to hold an open meeting with Parishioners to show the People's Emergency Briefing climate video (www.nebriefing.org) and capture a local action plan for adapting to our changing climate. • Cllr Winter provided an update that he was booking time with our MP following the planned climate meeting to talk through how our MP can support us to deliver our action plan.	
	8. PLANNING	
181	Ratification of Planning Observations made since last meeting (0): There were no applications to ratify since last meeting. Applications (8): Council resolved not to comment on the following planning applications:	
182	Planning Ref: MO/2026/01072 Location: KNIGHTS BETCHWORTH NURSERY STATION ROAD BETCHWORTH RH3 7DF	
183	Application Ref: MO/2026/01048 Location: DORKING ANGLING SOCIETY REIGATE ROAD BETCHWORTH RH3 7ET (Located in Brockham Parish)	
184	Planning Ref: MO/2026/01027 Location: BROOME COTTAGE OLD REIGATE ROAD BETCHWORTH RH3 7DQ	
185	Planning Ref: MO/2026/01029 Location: HIGHVELD PEBBLE HILL ROAD BETCHWORTH RH3 7BP Council resolved to comment on the following planning applications:	
186	Planning Ref: MO/2026/01018 Location: HARTSFIELD MANOR SANDY LANE BUCKLAND RH3 7AA Comment: Acknowledge the large quantity of Parishioner feedback and request several planning conditions	
187	Clerk took an action to share with Parishioners how to raise any existing noise concerns with Mole Valley District Council.	KL
188	Planning Ref: MO/2026/01019 Location: THE EVERGREENS REIGATE ROAD BETCHWORTH RH3 7DB Comment: Objection to height of community facility centre and entrance design	
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190	Planning Ref: MO/2026/00955 Location: LAND OPPOSITE GREAT OAKS SNOWERHILL ROAD BETCHWORTH RH3 7AQ Comment: Request planning condition regarding lights Decisions (2): Council acknowledged the following Decisions: Planning Ref: MO/2026/00957 Location: NIONISLE LTD NIONISLE HOUSE THE QUARRY BETCHWORTH RH3 7BZ Planning Ref: MO/2026/00848 Location: PARKLAND LODGE 8 OAKLEY GARDENS BETCHWORTH RH3 7AZ Appeals (0): Planning Other (1):	
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192	Council resolved not to provide a pre-planning letter for The Forge until further design information is provided. Clerk took an action to follow up with the property owner.	KL
193	9. AMENITIES • Council noted that the play equipment was checked. • Council noted that defibrillators were checked.	
194	Burial Ground • Council acknowledged that one ERB had been purchased. • Clerk provided an update on the Burial Ground extension project. • Clerk took an action to research the quotes for improving the 2 parking spaces in more detail and report back to Council.	KL
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197	• Council approved a supplier for the Grounds Maintenance. • Council approved a tree plaque for the late John Bylett.	
198	• Council resolved not to install stakes and banding to secure the unsafe memorials and install permanent signs instead. Clerk took an action to confirm costs.	KL
199	Tranquil Wood • Clerk provided an update that the working group is continuing its due diligence on the Tranquil Wood initiative.	
200	• Clerk shared a copy of the Title Plan for the Tranquil Woods with Council and Council discussed options for access to Tranquil Woods. Clerk took an action to confirm the Tranquil Woods boundary.	
201	• Council approved the 2 year strategy document. • Council approved costs for the Ecological Survey but will delay commencement until funding for the Woods initial setup is confirmed.	KL
202	• Clerk shared the forecast costs for purchase and initial setup of Tranquil Woods. Council resolved to look for local sponsors to help	

	fund the community project. Clerk took an action to create a document to aid this discussion.	KL						
203	Village Plan							
204	• Cllr Winter and Clerk provided an update on feedback from other villages, Poland Trust and MVDC Planning Policy team regarding village plans.							
205	• Council resolved to start writing a Neighbourhood Development Plan with Design Code as part of the Village Plan.	KL						
206	• Clerk took an action to form a working group of volunteers from across the Parish. It is envisaged that the working group will be formed of a number of Councillors as well as representative residents.							
207	• Council approved costs for a survey on housing need but will delay commencement until all village plan survey questions are ready to send together.							
208	Archive policy							
209	• Council resolved to store documents online going forward (where possible). • Council approved archive boxes and folders to store historic Council paperwork, including signed minutes of meetings, at the Meg Ryan Archive room. • Clerk took an action to confirm the location of host servers for the Council document repository and website, and the backup frequency.	KL						
	10.COMMUNITY & COMMUNICATIONS							
210	Council resolved not to create any articles for the Parish News this month.							
	11.CLERKS UPDATE							
211	There were no questions or comments on the clerk's report which can be located under supporting files on the website.							
212	Clerk provided an update on the website migration to Parish Online.							
213	The ongoing action log was reviewed and updated.							
	12.FINANCE & GOVERNANCE							
214	Council acknowledged the financial and budget sheets shared as part of the meeting pack.							
215	Council resolved to acknowledge the following amounts received:							
	<table><tr><td>Bank Interest</td><td>£46.97</td></tr><tr><td>Burial Ground Income</td><td>£1,705.00</td></tr><tr><td>Allotments</td><td>£13.00</td></tr></table>	Bank Interest	£46.97	Burial Ground Income	£1,705.00	Allotments	£13.00	
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216								

217	Council resolved to approve the following for payment:		
	IB00867	Clerks Expenses	£ 419.66
	IB00868	Hamilton Room	£ 50.00
	IB00869	SSL certificate renewal (paid in July)	£ 44.94
	IB00870	Burial Ground Civil Engineer	£ 750.00
	IB00871	Chris the Gardener	£ 1296.00
	IB00872	SES Water	£ 19.86
	IB00873	PKF AGAR Audit	£ 378.00
	IB00874	ICO Data Protection Fee	£ 52.00
218	Council resolved to acknowledge the following scheduled payments:		
	HMRC – NI & Tax Mth 4	£ 779.57	
	Clerks Salary Mth 4	£ 1894.50	
	Clerks Pension Mth 4	£ 101.12	
	Clerks Mobile	£ 8.00	
	Josh Flynn Maintenance (inc VAT)	£ 856.50	
219	Council acknowledged completion of bank reconciliation for Q1 and closure of AGAR audit 2025-2026		
220	13.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		
221	14.MEETING DATES to acknowledge and note		
	Council resolved to acknowledge the following: Full Council Meeting Dates 2026/27 2026 Monday Sept 14th Monday Oct 12th Monday Nov 9th Monday Dec 14 th 2027 Monday Jan 11 th Monday Feb 8 th Monday Mar 8 th Monday Apr 12 th Monday May 10 th Monday May 17 th (APM) Monday Jun 14 th		
221	MEETING CLOSED AT 23:00		