



BROCKHAM PARISH COUNCIL MEETING 9th October 2025

Venue: The Pavilion, Brockham
Recreation Ground

Date: 9th October 2025

Time: 19:30

Present

Cllr Karen Gargani (KG)
Cllr Simon Hetzel (SH)
Cllr David Challenger (DC)
Cllr Roshie Watkins (RW)
Cllr Noel Humphrey (NH)
Cllr Ross Lane (RL)
Cllr Gary Evans (GE)

In attendance

MVDC Cllr P Keay (PK)
L Mann (Clerk) (LM)
Apologies: MVDC Cllr P Potter (PP) SCC Cllr H Clack (HC) MVDC Cllr S Budd (SB)

Public: 1 resident

Ref	Agenda item	Who
25/10-001	To receive apologies for absence	
	Apologies for absence were received and accepted from RL/HC/PP/SB.	
25/10-002	Code of Members' Conduct - Declaration of Interest	
	No additional Declarations of Interest were added, nor noted for items on the agenda.	
25/10-003	Public Session (a maximum of 15 minutes)	
	Summary of Resident's Concerns Drug Activity: Increasing cannabis use near Tynedale Rd/Ridge Close; groups dropped off by cars, escaping via Tanners Meadow through a cut fence. Issue most noticeable in summer. Other Issues: - Dog fouling along EBF and Tanners Meadow loop. - Vaping and drug use near a bench. - Gap in hedge causing access problems. ACTIONS: Contact police about drug activity in the area (including Kiln Lane/Mill Lane corner and EBF). Consider installing substantial fencing instead of a hedge (previous fencing repeatedly removed). Assess need for an additional dog waste bin in the location.	LM All PP/LM
25/10-004	Acceptance of Last Minutes	
	The minutes of 11 th September 2025 were approved and recorded as a true and accurate record of the meeting. Cllr Gargani signed the minutes.	
25/10-005	Chairman Update	
	Thanks to Jason Keen for his sensitive work on the Big Field ditch. Thanks also to Mick Bent and Simon Cresswell who have kindly checked the defibrillator batteries and pads. These have now been replaced and are in order. ACTION: Defibrillator signage for alternative unit to be sourced.	
25/10-006	Green Spaces	
	EBF – RL has circulated the assurance from the contractor regarding the durability of the wood. The Parish Council resolved to go ahead with the approved plans. East site of bonfire, bonfire committee have requested permission to cut back both oak trees as they are close to the bonfire. Needs to be looked at asap for the next bonfire 2027.	LM

	ACTION: Start enquiry into planning application for tree works with tree officer at MVDC Parking on the Green – recommendations have been made by the Parks and Spaces team at MVDC. This need to be explored further by BPC. Footpaths – a resident has questioned the state of the route behind Nutwood footpath 457 /51/ 52 (bridge issue). ACTION: Contact ROW and footpaths officers. MVDC community assets policy: Consider what assets are in the village and what we would like to take on. If more is to be taken on, the precept would reflect this. ACTION: PK will kindly share the updated asset list from MVDC.	LM
25/10-007	Infrastructure	
	Highways: Remembrance Sunday. NH kindly agreed to lay the wreath. There has been a change to the recommended road diversion. The Parish Councillors will arrange manning the road closure (4 people). Signage will be implemented. ACTION: Inform the Scouts and the bus companies know the details for the closure once confirmed by MVDC. Put up notices. Gatwick: This is going through currently. There are various public meetings being held by GACC and CAGNE to highlight the next steps and what it means. Parking: New roundels approaching the bridge and white lines have been painted. The effect of the traffic calming measures on Middle Street will get assessment once it has had time to bed in. There is still the issue of parking on the corner of Nutwood/Kiln Lane and Holly Road. PK has received several complaints about people parking on Glenfield Close (private road). Police have been involved at times. ACTION: Add to the Parish News considerate parking.	LM/DC
25/10-008	Planning	KG/DC
	Decisions on applications were noted. Pending applications were noted. No comments.	SH
25/10-009	District and County Councillor Updates	PK
	PK – Is chasing regarding the trees opposite Juniper Walk. Clarion have not responded yet. PK – has expressed interest regarding the Big Field proposal Committee for Strategic Cil plans. She is awaiting response.	
25/10-010	Finance Matters	LM/SH/GE
	The income and expenditure for September 2025 was noted. The Bank statements and bank reconciliations for September 2025 were noted and signed. The External Auditor report had been received in September and the points noted: 'The smaller authority has confirmed that it has not complied with the governance Assertion in Section 1, Box 9, and it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified. The smaller authority, as a body corporate was not recorded as being a trustee of a trust. The smaller authority has taken action to rectify this situation. This is due to the Chairperson being the single named trustee instead of the smaller authority as a whole. This is consistent with the internal auditor's response to internal control objective O.'	
25/10-014	Clerks Update	Clerk

	Footpaths: 90A big thanks to those involved in getting the work done. There had been positive feedback from residents. The ditches by Felton's farm and the footbridge have been cleared by SB and the BERT gang. The stile needs replacing and it was requested that this be a kissing gate. Clerk acknowledged that SCC ROW preferably a disabled access one anyway. [REDACTED] is the date for the next Parish Council meeting	
25/10-015	Public notices	
	It was noted that the decision on the preferred route for Local Government reorganisation is due to happen on 15 th October.	
25/10-016	Urgent matters at the discretion of the Chairman for noting and for inclusion on a future agenda	KG
	Nothing at this time.	
25/10-017	Closure of meeting	
	At 9:30pm KG thanked everyone for attending and declared the meeting closed.	

Action Points Summary

Agenda Item	Action
25/09-003 Public Session	- Contact police about drug activity (Tynedale Rd/Ridge Close, Kiln Lane/Mill Lane corner, EBF). - Consider installing substantial fencing instead of a hedge. - Assess need for an additional dog waste bin.
25/09-005 Chairman Update	- Source signage for alternative defibrillator unit.
25/09-006 Green Spaces	- Start enquiry into planning application for tree works with MVDC tree officer. - Contact ROW and footpaths officers regarding Nutwood footpath issues. - PK to share updated MVDC asset list for community assets review.
25/09-007 Infrastructure	- Inform Scouts and bus companies about Remembrance Sunday road closure once confirmed; put up notices. - Add reminder about considerate parking to Parish News.

Appendix

Appendices

Planning Applications

Reference	Proposal	Location	Reg Date	Status / Decision	Decision Date
MO/2024/1902	Erection of 4 dwellings 2x3 bedroom, 2x2 bedroom, along with parking & amenity space.	Kiln Lane Nurseries, Kiln Lane, Brockham, RH3 7LX	27-Nov-24	Pending	
MO/2024/1975	Importation and re-injection of non-site derived produced water into Portland Sandstone beds to support Hydrocarbon production (SCC application)	Brockham Wellsite, Land at Feltons Farm, Old School Lane, RH3 7AU	15-Nov-24	Pending	

MO/2025/0664	Erection of a single storey rear extension, enlargement of basement, conversion of garage into playroom.	Brockham Court Farm, Brockham Green, RH3 7JS	24-Apr-25	Pending	
MO/2025/0567	Listed Building Consent : Erection of a single storey rear extension, enlargement of basement, conversion of garage into playroom.	Brockham Court Farm, Brockham Green, RH3 7JS	25-Apr-25	Pending	
MO/2025/1121 / MO/2025/02184	Tree Works, chestnut tree , trim back branches by up to 2metres each year for next 10 years	Golf Club, Betchworth Park, Coach Rd, Brockham RH4 1NZ	1-Jul-25	Approved with Conditions	16-Sep-25
MO/2025/1122	English Oak tree - trim back lower limbs by 1metre each year for upto 10 years.	Golf Club, Betchworth Park, Coach Rd, Brockham RH4 1NZ	1-Jul-25	Approved with Conditions	16-Sep-25
MO/2025/1123	Tree Works, 90n stands of lime trees with branches growing from bottom of the trunk. Clear branches back to trunk up to height of 3m. Allows for fairer level of play around the golf course. For up to 10 years.	Golf Club, Betchworth Park, Coach Rd, Brockham RH4 1NZ	1-Jul-25	Approved with Conditions	16-Sep-25
MO/2025/1124	Lime tree, trim back branches by up to 2metres each year for upto 10years	Golf Club, Betchworth Park, Coach Rd, Brockham RH4 1NZ	1-Jul-25	Approved with Conditions	16-Sep-25
MO/2025/02081	Replace all rotten windows with Timberlook uPVC	Walnut Tree Cottage, Brockham Green, RH3 7JJ	21-Aug-25	Pending	
MO/2025/02113	Change of Use from agricultural land to allow the installation of two shepherds huts for short stay holiday lets, parking area for 3No vehicles with EV charging point	Land north of Barryleigh, Wheelers Lane, RH3 7HJ	28-Aug-25	Pending	
MO/2025/1130	Erection of dwelling and carport	Wheelers Lane Nurseries, Wheelers Lane. RH3 7HJ	2-Jul-25	Pending	
MO/2025/02101	T2 Multistemmed Bay in Corner of garden. Reduce to 3m tall. G3 Yew reduce back. T4 Holly reduce height to 2m	Holly Cottage 1 Middle St, RH3 7JT	28-Aug-25	Pending	

MO/2025/02184	Erection of chimney to side elevation and pitched roof with 4 No. rooflights over rear extension alongside changes to fenestration on ground floor.	15 Wheelers Lane, Brockham, RH3 7LA	4-Sep-25	Approved with Conditions	3-Oct-25
MO/2025/02202	Discharge of Condition 2 and 3 of approved Planning application MO/2024/0299 for internal alterations including wall insulation, low-e glass on ground floor.	High Bank, Mill Hill Lane, Brockham	9-Sep-25	Conditions Approved	24-Sep-25
MO/2025/02095	114 - Dead Elm - fell to near ground level. 113 - Ash remove deadwood >25mm dia. 112 Alder fell to 1.4m height. 118 Ashe - fell to height of 4m.	Poland House, Kiln Lane, Brockham, RH3 7LZ	27-Aug-25	No Objection	9-Oct-25
MO/2025/02051	1No London Plane crown reduction & removal of deadwood.	Holly Cottage 1 Middle St, RH3 7JT	15-Aug-25	Refused	22-Sep-25
MO/2025/02218	Removal of Ash Tree	1 Way House, Wheelers Lane, RH3 7LA	12-Sep-25	No Objection	24-Sep-25
MO/2025/02323	1. Horse Chestnut rear garden. Crown reduction.Reduce height & spread by approx 2m.	11 Middle Green, Brockham, RH3 7JL	3-Oct-25	Pending	
/ MO 2025/02250	T1 Yew Tree, crown reduce side branches to old reduction points by upto 1.5m	Vicarage Cottage, Brockham Green, RH3 7JS	19-Sep-25	Pending	
MO/2025/02355	Erection of a single storey rear extension following removal of existing outbuilding	5 The Smithers, Brockham, RH3 7LF	9-Oct-25	Pending	
MO2025/02377	7 No. Lombardy poplar trees to re pollard the crowns back to old points, approx 3m of regrowth.	9 Brew House Road, Brockham, RH3 7NL	9-Oct-25	Pending	
MO/2025/02352	Reduce 1No. Willow tree to the knuckles approximately 6m from ground level, reducing height by 5m.	7 Old School Lane, Brockham, RH3 7JP	9-Oct-25	Pending	

Bank reconciliation and transactions:

MONTHLY RECONCILIATIONS for Current Account			
September			
	YTD	MONTH	
Balance B/F	£ 191,395.01	£ 230,725.58	
Income	£ 60,768.43	23822	
Payments	£ 20,761.98	1672.37	
Transfer	21,473.75	0	
Total C/F	£ 252,875.21	£ 252,875.21	
All Accounts	b/f	Movement	c/f
Treasurers 00487702 - Current	£ 230,725.58	£ 22,149.63	£ 252,875.21
No others			
Bank Accounts	230,725.58		
Total movement	£ 22,149.63		
Total Balance C/F	£ 252,875.21		

Listing of transactions dated between 01/09/2025 and 30/09/2025

Voucher	Date	Description	Type	Supplier / customer	Account name	Reserve	Net	VAT	Total
123	01/09/2025	Interests	Receipt	Lloyds Bank	Bank Interest	Income	0.01	0.00	0.01
156	04/09/2025	Storage September	Payment	Tyson Boxes Limited	Council storage	Operating Costs	-50.00	-10.00	-60.00
157	04/09/2025	Playground report	Payment	SafePlay	Grounds maint & Recreation groun	Operating Costs	-24.00	-4.80	-28.80
158	04/09/2025	EBF playground report	Payment	SafePlay	Grounds maint & Recreation groun	Operating Costs	-24.00	-4.80	-28.80
159	04/09/2025	September charges	Payment	Lloyds Bank	Banking Charges	Operating Costs	-5.09	0.00	-5.09
161	04/09/2025	J Frampton rent	Receipt	J Frampton	Allotment Rent	Income	25.00	0.00	25.00
163	05/09/2025	Precept and grants combined	Receipt	MVDC	Precept	Income	23,772.00	0.00	23,772.00
164	15/09/2025	September salary	Payment	Laura Mann	Salary	Operating Costs	-1,065.64	0.00	-1,065.64
165	15/09/2025	Salary September	Payment	Laura Mann	NI and Tax Contributions	Operating Costs	-440.06	0.00	-440.06
160	25/09/2025	Print cartridges	Payment	Karen Gargani	Clerk office expenses	Operating Costs	-36.65	-7.33	-43.98
162	25/09/2025	Curtis allotment rent	Receipt	Curtis	Allotment Rent	Income	25.00	0.00	25.00