



BROCKHAM PARISH COUNCIL MEETING 10th March 2026 DRAFT

Venue: The Pavilion, Brockham
Recreation Ground
Date: 10th March 2026
Time: 19:30

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

In attendance
L Mann (Clerk) (LM)
MVDC Cllr P Potter (PP)
MVDC Cllr S Budd (SB)
MVDC Cllr P Keay (PK)
Apologies: Cllr Karen Gargani (KG), SCC Cllr H Clack (HC)
Public: 7 residents

Ref	Agenda item	Who
26/03-001	To receive apologies for absence	
	Apologies for absence were received and accepted as recorded from Cllr Karen Gargani.	
26/03-002	Code of Members' Conduct - Declaration of Interest	
	No additional declarations of interest were made for items on the agenda.	
26/03-003	Public Session (a maximum of 15 minutes)	
	Several residents attended to speak regarding the future maintenance of the Strood Green Island. The Strood Green Island group (SGIG) (5 resident members) has met, discussed priorities, and sent ideas to RL. The following questions were raised: when, who, and how often cuts will take place. It was agreed that a boundary plan to protect bulbs (e.g., daffodils) from being cut was needed. The SGIG will produce a sketch/plan. RL had checked and the Surrey Highways cutting season is expected to start around 3 April; residents attending felt that possibly 4 out of 6 promised cuts were carried out in 2025. ACTION: check details and liaise with Helyn Clark for agreement in BPC possibly adopting responsibility. Resident raised concern about Big Field Events: <i>A January event caused significant parking pressure, generator noise, and congestion. The club has since apologised to residents.</i> <i>Sport event Parking displacement onto Brockham Lane and Kiln Lane.</i> <i>Floodlighting.</i> <i>Poor communication from clubs/organisers regarding events.</i> Action: NH to compile an exhaustive list of issues (parking, field condition, management). SH to feedback concerns to the DRFC committee.	RL NH/SH
26/03-004	Acceptance of Last Minutes	
	The minutes of 8 th January 2026 were approved and recorded as a true and accurate record of the meeting. Cllr Challenger signed the minutes.	
26/03-005	Chair Update	
	None	
26/03-006	District and County Councillor Updates	
	PK: MVDC held an Extraordinary Council Meeting reviewing the proposed changes to the boundary change including Brockham (5 additional properties to be included).	

	There was no objection. The Parish Council had considered the proposal prior to the meeting and had expressed no objection. At the request of the Parish Council, Cllr Keay had kindly enquired to relocate one of the surplus Strood Green bins to Kiln Lane. The proposal was supported by Brockham Parish Council. PK will arrange for the action with Amey. Local Governance Review update. Elections scheduled for 1 April 2027. MVDC Community asset list will be renewed in April 2026. ACTION: Clerk to obtain a copy once published. There are elements of the current list that are possibly omitted. ACTION: send through areas that are suspected to have been overlooked to PK. SB asked for progress on the attention needed at the Middle Street Pond. The Parish Council needed to ascertain ownership first, followed by an ecology assessment. The presence of an invasive species was noted. PP had nothing to add as everything else had been covered.	PK LM
26/03-007	Green Spaces	
	EBF Playground progress EBF Playground refurbishment is 95% complete; missing swing to be installed this week; old swings seats are now being replaced. The Girl Guides have refreshed legacy elements with bright paint; The Scouts have completed planting. The play tractor acquisition was still outstanding. SB and RL will liaise. There was a general desire for an opening day for the refurbished area. DC asked that his thanks be recorded to RL and the team for excellent work. Village Green, kerbstones and parking issues Car parking on the green was still an issue. Officer at Mole Valley had proposed either chestnut sleepers or granite stones. Images were shared. The addition of more granite stones proposed would be very expensive, but the chestnuts were a possibility depending on mitigating any safety trip hazards. It was discussed that potentially in the interim, wooden stakes may prevent parking on the Green. PK kindly offered to write to parents at North Downs School to request that parents not park on the grass kerb and stay fully parked on the road. ACTION: continue to arrange meeting with MVDC to ascertain what can be installed ASAP. Allotment update There was continued interest in plots. They were being managed as part of the waitlist. The allotment invoices have just been issued with no annual increase applied. The deer fencing proposal at Middle Street needs further consideration as the cost will be high and the council needs to ensure that activity is value for money. NH will feedback on deer levels as the season progresses. He noted that the farmer on that side had cut the hedge back hard, unfortunately leaving the allotment site more exposed.	LM

	A resident had kindly offered to replace a bench on the Green near the pump. Councillors present agreed that this would be nice, but that ultimate approval would be from MVDC as it was their asset. ACTION: reply to SB confirming support by Brockham Parish Council. Jumper Walk: RL is still awaiting permission from Clarion for planting the trees. Once agreed a plaque would need to be obtained. The quote for trees had been received (~£600). PK is pushing for a new tree inspector schedule for their responsibilities. Bonfire event on the Green: BPC are Addressing trees on the Green too close for the Bonfire event through the tee officer at MVDC. Additional points: Concerns about the Big Field being cut back too hard at times. <i>BPC responded that they are only responsible for ditches.</i> Footpath through the Big Field: it was felt that MVDC contractors are doing a poor job with rubbish collection. NH had requested leaf clearance at Kiln Lane: 5 days allocated, awaiting firm confirmation.	LM
26/03-008	Highways and Infrastructure	
	Gatwick consultation update. There is a Route 4 consultation currently running. There are several events being run in person or as webinars across Surrey, run by Gatwick Airport. The judicial review outcome is still outstanding. Highways: It was noted that there were Middle Street Traffic strips installed. ACTION: ask for feedback on the results of the traffic strips. NH had logged concerns with SCC regarding the road surface on the bend near Poland House. He had been informed that it wasn't a priority. Holly Close: NH raised a proposal for double yellow lines at Holly Close to address parking and speed issues. Drainage: NH has been pushing for clearance at a drain on Kiln Lane but has discovered that it will not be done until time on a two-year programme.	LM
26/03-009	Planning	
	Decisions on applications in the appendix were noted. Pending applications were noted. No comments and no representations were to be made.	
26/03-010	Finance Matters	LM/SH/GE
	Income and expenditure for January and February 2026 were noted. Bank statements and reconciliations for the same period were reviewed and signed. Annual return for the Elizabeth Bailey Field Trust was submitted to the Charities Commission. The council reviewed and adopted the following documents: - Financial Regulations (no changes) - Standing Orders (no changes) - Risk register (no changes)	

	- List of contractors and SLAs for 2026-27	
26/03-011	Clerks Update	Clerk
	Update on action points where not covered (Appendix) Crime report (Appendix) - Fly tipping reported on Wellhouse Lane. - Suspicious behaviour on Kiln Lane: pickup truck with liquid. Key correspondence (Attached)	
26/03-012	Public notices	
	The next Parish Council meeting will be held on TUESDAY 14th APRIL.	
26/03-013	Urgent matters at the discretion of the Chairman for noting and for inclusion on a future agenda	DC
	No urgent matters were raised.	
26/03-014	Closure of meeting	
	DC thanked everyone for attending and declared the meeting closed.	

Appendices

Brockham Parish Council – Action Points Summary

Ref	Action Point	Responsible
Public Session	Check cutting-season details for Strood Green Island and liaise with Helyn Clark regarding BPC potentially adopting responsibility.	RL
Public Session	Compile full list of issues relating to Big Field Events (parking, field condition, management, noise, lighting).	NH
Public Session	Feed back residents' concerns on Big Field Events to DRFC committee.	SH
District & County Cllrs	Obtain copy of renewed MVDC Community Asset List once published (April 2026).	Clerk (LM)
District & County Cllrs	Send list of assets potentially omitted from MVDC Community Asset List to PK.	LM
Green Spaces – Bench on the Green	Reply to SB confirming BPC support for resident replacing the bench near the pump.	LM
Green Spaces – Village Green Kerbstones	Continue arranging meeting with MVDC to determine suitable options (chestnut sleepers / stakes).	LM / MVDC liaison (implied)
Highways	Ask SCC for feedback on Middle Street traffic strip results.	LM
Appendix – Action Point 26/01003	Ask HC re purchasing SID devices.	LM
Appendix – Action Point 26/01007	Follow up with MVDC Cllr Keay about bin relocation to Kiln Lane.	LM

Crime Report

Brockham Parish Council Meeting 12th February to 4th March 2026

Locality	Street	Date	Summary
Brockham	Wheelers Lane	14/2/2026	Crime Other - Call from unknown person saying “I am going to send the big boys round tonight”
Brockham	Old Kiln Lane	15/2/2026	Burglary – Entered through conservatory door and stole Black BMW from driveway
Brockham	Brockham Lane	28/2/2026	2 people riding motorbikes on Brockham Lane, no lights or number plates

Planning

Live applications

Application Ref	Secondary Ref	Address	Description	Date	Status	Decision
MO/2024/1975	—	Brockham Wellsite, Feltons Farm, Old School Lane, Brockham RH3 7AU	Importation & re-injection of produced water	15/11/2024	Live	Pending
MO/2025/02327	EC/2025/01463	Brockham Wellsite, Feltons Farm, Old School Lane, Brockham RH3 7AU	Flood Evacuation Plan, HGV Instructions & Improvement Plan (Conditions 8,17,18)	09/10/2025	Live	Pending
TPO/2025/02755	EC/2025/01896	Tumbledown Farm, Wheelers Lane, Brockham RH3 7HJ	Tree Preservation Order	15/12/2025	Live	Pending
MO/2026/00154	EC/2026/00096	Birch Cottage, Brockham Green RH3 7JN	Remove diseased Ash, Poplar & Cypress; plant 5 Alders	19/01/2026	Live	Pending
MO/2025/02741	PP/2025/01279	15 Middle Street, Brockham RH3 7JT	Tree works on Limes, Ash, Lime & Oak	09/04/2025	Live	Pending
MO/2026/00087	PP/2025/01545	The Royal Oak (PH), Brockham Green RH3 7JS	Single-storey building for Meerkat enclosure	16/10/2025	Live	Pending
MO/2026/00142	PP/2025/01602	11 Tanners Meadow, Strood Green RH3 7NJ	Extensions & garage conversion	25/10/2025	Live	Pending
MO/2025/02775	PP/2025/01806	7 Castle Gardens, Brockham RH4 1NY	Front extension, conservatory infill, roof changes, summerhouse	29/11/2025	Live	Pending
MO/2026/00263	PP/2025/01859	Rosemary Cottage, Reigate Road, Betchworth RH3 7HB	Two-storey side extension; materials & fenestration changes	12/08/2025	Live	Pending
MO/2026/00128	PP/2026/00047	27 Tynedale Road, Strood Green RH3 7JD	Certificate of Lawfulness – loft conversion	15/01/2026	Live	Pending
MO/2026/00191	PP/2026/00059	82 Brockham Lane, Brockham RH3 7EH	Two-storey rear extension; front loggia	19/01/2026	Live	Pending
MO/2026/00284	PP/2026/00082	Riverbanks, Kiln Lane, Brockham RH3 7LZ	Demolish garage, rebuild with accommodation above	23/01/2026	Live	Pending
MO/2026/00278	PP/2026/00170	5 Sherwood, Little Borough, Brockham RH3 7ND	Tree works on Beech, Maple, Holly	02/09/2026	Live	Pending
MO/2024/1902	PP-13527052	Kiln Lane Nurseries, Kiln Lane, Brockham RH3 7LX	Demolition & erection of 4 dwellings	11/12/2024	Live	Pending

Decisions to note

Application Ref	Address	Description	Decision Date	Outcome
MO/2025/02570 / PP/2025/01452	North Downs Primary School, Wheelers Lane RH3 7LA	Replace swimming pool changing room	10/01/2025	Approved with Conditions
MO/2025/02605 / EC/2025/01679	3 Old School Lane, Brockham RH3 7JP	Demolish conservatory; build single-storey extension	30/10/2025	Approved with Conditions
MO/2025/02759 / EC/2025/01809	Brockham Court Farm, Brockham Green RH3 7JS	Variation of condition 6 (Listed Building)	25/11/2025	Approved with Conditions
MO/2025/02773 / HC/2025/01671	33 Wheelers Lane, Brockham RH3 7LA	Replace garage doors; reinstate window	23/10/2025	Approved with Conditions
MO/2025/02785 / PP/2025/01854	4 Providence Cottages, Brockham Green RH3 7JN	T1 Thuja: Prune 1–2m; canopy lift to 2.5m	12/06/2025	No Objection
MO/2025/02794 / PP/2025/01804	5 Old School Lane, Brockham RH3 7JP	T1 Malus prune 0.5m & thin; T2 Hazel regrowth removal	27/11/2025	No Objection
MO/2026/00005 / PP/2025/01825	Brockham Court Farm, Brockham Green RH3 7JS	Discharge conditions 3 & 5 for MO/2025/0567	12/02/2025	Conditions Approved
MO/2026/00060 / PP/2025/01940	Land at the Green, Dodds Park / Warrenne Rd / Wheelers Lane, Brockham RH3 7LA	T1–T3 Oaks: Remove deadwood, crown lift to 3m	23/12/2025	No Objection
MO/2026/00073 / HC/2026/00031	33 Wheelers Lane, Brockham RH3 7LA	Replace garage doors; reinstate window	12/11/2025	Approved with Conditions
MO/2026/00076 / PP/2025/01826	Brockham Court Farm, Brockham Green RH3 7JS	Discharge conditions 3, 4, 6 for MO/2025/0664	12/02/2025	Conditions Approved
MO/2026/00099 / PP/2026/00057	Yew Tree Cottage, 73 Old School Lane, Brockham RH3 7JP	T1 Yew tree: Crown reduction 2.5–3m; crown lift to 3m	19/01/2026	No Objection

Financials

MONTHLY RECONCILIATIONS for Current Account

January

	YTD	MONTH
Balance B/F	£ 191,395.01	£ 239,114.15
Income	£ 67,972.76	£ -
Payments	-£ 47,804.77	£ 6,077.40
Total transfers	21,473.75	£ -
Total C/F	£ 233,036.75	£ 233,036.75

All Accounts

Treasurers 00487702 - Current

b/f

£ 239,114.15

Movement

-£ 6,077.40

Bank Accounts

239,114.15

Total movement	-£ 6,077.40
Total Balance C/F	<u>£ 233,036.75</u>

Listing of transactions dated between 01/01/2026 and 31/01/2026									
Voucher	Date	Description	Type	Supplier / customer	Account name	Reserve	Net	VAT	Total
204	07/01/2026	Trees and hedging for EBF improv	Payment	Karen Gargani	Green spaces/Village maint/planters	Green Spaces	-2,941.43	-588.29	-3,529.72
205	19/01/2026	Conservation group safety equip	Payment	Karen Gargani	Green spaces/Village maint/planters	Operating Costs	-276.67	-55.34	-332.01
206	12/01/2026	Jan pay	Payment	Laura Mann	Salary	Operating Costs	-1,065.84	0.00	-1,065.84
207	12/01/2026	NI & Tax	Payment	Laura Mann	NI and Tax Contributions	Operating Costs	-439.86	0.00	-439.86
208	19/01/2026	Winter work	Payment	Chris Long	Elizabeth Bailey Field	Operating Costs	-360.00	0.00	-360.00
209	19/01/2026	Jan invoice	Payment	Tyson Boxes Limited	Council storage	Operating Costs	-50.00	-10.00	-60.00
210	19/01/2026	Bank charges	Payment	Lloyds Bank	Banking Charges	Operating Costs	-4.25	0.00	-4.25
211	29/01/2026	PC printer	Payment	Laura Mann	Council expenses (IT/ICO etc)	Operating Costs	-124.99	-25.00	-149.99
212	29/01/2026	Expenses Q2	Payment	Laura Mann	Clerk expenses Travel	Operating Costs	-135.73	0.00	-135.73
									-6,077.40

MONTHLY RECONCILIATIONS for Current Account

February

	YTD		MONTHLY
Balance B/F	£ 191,395.01	£	233,036.75
Income	£ 72,239.61	£	4,266.85
Payments	-£ 53,560.74	£	5,755.97
Total transfers	21,473.75	£	-
Total C/F	£ 231,547.63	£	231,547.63

All Accounts

Treasurers 00487702 - Current	b/f £ 233,036.75	Movement -£ 1,489.12
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Bank Accounts	233,036.75
Total movement	-£ 1,489.12
Total Balance C/F	<u>£ 231,547.63</u>

Brockham Parish Council												
Listing of transactions dated between 01/02/2026 and 28/02/2026												
Voucher	Date	Description	Type	Supplier / customer	Account name	Reserve	Bank Account	Reconciled	Net	VAT	Total	
213	09/02/2026	Feb retainer	Payment	KJ Taylor PA	Virtual Administrator	Operating Costs	Main current acc	Yes	-600.00	0.00	-600.00	
214	09/02/2026	Playground upgrade	Payment	ESP PLAY	Elizabeth Bailey Field	Green Spaces	Main current acc	Yes	-717.50	-143.50	-861.00	
215	16/02/2026	salary feb	Payment	Laura Mann	Salary	Operating Costs	Main current acc	Yes	-1,065.84	0.00	-1,065.84	
216	16/02/2026	TAX NI	Payment	Laura Mann	NI and Tax Contributions	Operating Costs	Main current acc	Yes	-439.86	0.00	-439.86	
218	16/02/2026	Chainsaw service	Payment	Horace Fuller Ltd	Green spaces/Village maint/plante	Operating Costs	Main current acc	Yes	-460.83	-92.17	-553.00	
219	10/02/2026	feb charges	Payment	Lloyds Bank	Banking Charges	Operating Costs	Main current acc	Yes	-4.25	0.00	-4.25	
220	23/02/2026	march	Payment	KJ Taylor PA	Virtual Administrator	Operating Costs	Main current acc	Yes	-600.00	0.00	-600.00	
221	23/02/2026	Christmas tree contributions	Payment	Holborns	Community Grants	Operating Costs	Main current acc	Yes	-887.50	-177.50	-1,065.00	
222	23/02/2026	safety equip for scouts voluntee	Payment	Karen Gargani	Green spaces/Village maint/plante	Operating Costs	Main current acc	Yes	-276.67	-55.34	-332.01	
223	23/02/2026	Paint for playground	Payment	Karen Gargani	Elizabeth Bailey Field	Operating Costs	Main current acc	Yes	-195.84	-39.17	-235.01	
224	12/02/2026	Reimbursement	Receipt	HMRC	VAT Repayments	Operating Costs	Main current acc	Yes	3,047.34	0.00	3,047.34	
225	12/02/2026	Return of duplicate payment Err	Receipt	K Gargani	Miscellaneous Receipts	Operating Costs	Main current acc	Yes	332.01	0.00	332.01	
226	24/02/2026	Contribution to village christma	Receipt	Rogers Wheatley	Miscellaneous Receipts	Operating Costs	Main current acc	Yes	887.50	0.00	887.50	

Summary of February Communications – Brockham 2026

Urgent report received regarding five cars with burst tyres on Brockhamhurst Road near Gadbrook due to potholes in dark, rainy conditions.

SCC checked a reported wall in disrepair by the Grumpy Mole (Ref: IC 44081).

Request received to confirm Brockham residency for Betchworth Burial Ground.

Two allotment enquiries received.

SALC March training circulated.

Clear Councils article reviewed regarding correct valuation of assets.

VAT rebate requested and received.

Resident requested ditch near Middle Street be added to future litter-pick routes.

EBF perimeter fencing being used by Tanners Meadows – noted.

Pot hole near Royal Oak confirmed as private road / resident responsibility.

Road sign complaint from Wellhouse Lane – logged for removal by LM.

Resident concerns received regarding condition of verges, green, and paths.

Complaint about mud in Strood Green alleyway; ownership unclear, issue occurs annually.

Accessibility issue raised regarding kissing gate on new Way House path preventing mobility scooter use.

Government consultation open on proposed National Planning Policy Framework revisions (closes 10 March).

Plane Wrong – Gatwick Route 4 consultation launched.

GACC requested parish support.