

**MINUTES OF THE MEETING OF THE CATERHAM VALLEY PARISH COUNCIL**  
**HELD ON WEDNESDAY 11<sup>TH</sup> OCTOBER 2006**  
**AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM**

**Present:** Councillor A. Bell - Chairman  
Councillor A.J. Caudle  
Councillor J.M. Dickie  
Councillor S. Greer  
Councillor S. McGregor

**In attendance:** County Councillor S. Marks  
Mr. W. Ridley – Clerk to the Council

**AGENDA – PART 1**

**1. Apologies for absence:**

Councillor C. Daly

**2. Reports Part 1**

**2.1 County Councillor's Report**

Councillor Marks reported on the following:

- Following the resurfacing of Godstone Road, a yellow line outside Maybank House, which had been missed by the contractors, will be installed. In addition a loose manhole cover had been reported for attention.
- De Stafford College has had the best ever results in GCSE's, for which the new Head Master must take a lot of credit.
- Surrey Highways were now based in Leatherhead and communication was not good. The logging of calls to the Contact Centre was in need of simplification.
- The Caterham-on-the-Hill library had suffered a break-in resulting in extensive vandalism and computers being stolen. As a result the library was currently closed.
- The waste sites at Bond Road and Chaldon Road would not be closed until a suitable alternative site had been found.
- Caterham Valley late opening for Christmas shopping would be on 14<sup>th</sup> December.

**2.2 District Councillors' Report**

Councillor Caudle reported that decriminalised parking enforcement was now happening in Tandridge. She had made visits to an incinerator plant at London Bridge and also to Biggin Hill Airport.

**3. Minutes of the previous meetings:**

Minutes of the previous meeting held on Wednesday 13<sup>th</sup> September were agreed as a true record and signed by the Chairman.

**4. Matters arising:**

1. Reactive Speed Sign

Surrey Highways has confirmed that lamppost 51 in Burntwood Lane has been converted in preparation for the relocation of the existing speed sign. The new sign is almost ready for installation. The manufacturers are awaiting the return of the fixing bracket from the galvanisers and also the diameter of the lampposts from the Surrey lighting engineer. As he could not be contacted, the Clerk measured the circumference of both lampposts and, using the pi formula, calculated the diameters which have now been passed to the manufacturers.

2. East Surrey Museum

At the last meeting Council agreed to donate £500 towards the short term funding of the Curator. Cllr Connolly was to advise the Clerk to whom the donation should be paid. Gwyneth Fookes contacted the Clerk and asked if the Parish Council was prepared to help with funding the Curator. Clerk explained that the Council had already agreed but was awaiting payment details. Ms Fookes said that she would find out and subsequently advised that the donation should be made payable to East Surrey Museum.

### 3. Newsletter

The latest edition of the Newsletter was delivered week commencing 2<sup>nd</sup> October. Clerk has provisionally booked with Royal Mail three further deliveries starting on 9<sup>th</sup> April 2007, 1<sup>st</sup> October 2007 and 3<sup>rd</sup> March 2008. Council authorised Clerk to sign contract with Royal Mail for those dates.

### 4. East Surrey Parishes Liaison Group

The next meeting will be held on Thursday 23<sup>rd</sup> November in Chaldon Village Hall on Rook lane. Refreshments will be served from 7.00pm and the meeting will start at 7.30pm. None of the Councillors was able to attend.

## 5. **Reports Part 2**

### 5.1.1 **Clerk's Report - Part 1 for action**

#### 1. Rotary Clock

The Clerk reported that the purchase and installation of the clock was funded by the Rotary Clubs of Caterham and Caterham Harestone as a gift to the community to celebrate the centenary of Rotary International and the 75<sup>th</sup> anniversary of the Rotary Club of Caterham.

It was a one off which was never intended to be an ongoing project. However the clock has been vandalised three times since its installation with the hands on the four faces being moved to different times. The clock is linked to the national clock and is designed to reset itself to the correct time but this can only happen if all four faces are showing the same time. This has resulted in the following additional expenses:

- Repairs for the first two incidents were paid by the Clubs and subsequently claimed off Rotary insurance less excess amounts.
- Now that the clock is a year old, the maintenance agreement has kicked in and the annual inspection fortunately coincides with the latest incident. The engineers will therefore also reset the clock. However the maintenance agreement costs £380 per annum plus VAT.
- The Clubs are also funding plastic fascias to cover the four faces and hopefully prevent a recurrence of the problem at a cost of £1,130 plus VAT.

The Clubs are now asking the Parish Council whether it would be prepared to take over the maintenance agreement and/or whether it would be prepared to make a contribution towards the plastic fascias. Terry Servant was hopeful that the District Council might also make a contribution of up to 50% towards the fascias.

The Clerk declared an interest in that he is currently the Vice President of the Rotary Club of Caterham. The Clerk also advised the Council that the decision by Rotary to approach the Council for funding was taken on the evening of Monday 9<sup>th</sup> October and therefore the Clerk had been unable to give the Council the statutory three days notice before the meeting. As a result the Council could not legally take a decision at this meeting but could discuss the item before deferring a decision to the November meeting. The Council were sympathetic to the request and the Clerk was asked to clarify what, if any, contribution was being made by the District Council and also to consider requesting funding from the Tandridge Local Committee. The Council resolved to make a decision at the next meeting.

### 5.1.2 **Clerk's Report - Part 2 for information**

#### 1. SCAPTC Website

Sussex and Surrey Associations of Local Councils has issued a website address [www.sussexalc.org.uk](http://www.sussexalc.org.uk). The Surrey website address [scaptc.org.uk](http://scaptc.org.uk) will be directly linked to this site shortly. The site is partly accessible by non-members but for full access and to download documents you will need to use the following:

- Log in ID:
- Password:

This information is confidential to the Council and must not be passed on to anyone else.

#### 2. Community Action Workshops

On 16<sup>th</sup> November Surrey Community Action is holding a workshop based evening to look at some successful projects that have come out of Parish Plans and Healthchecks. Details have been circulated to the Council.

#### 3. SCAPTC General Meeting

The next General Meeting of SCAPTC will be held on Saturday 18<sup>th</sup> November at 2.00pm at East Horsley Village Hall.

## **5.2 Chairman's Report**

Councillor Bell reported on the following:

- She had attended the Volunteers Lunch at Lingfield, the World's Greatest Coffee Morning at Tandridge Council offices where she had made a donation to the McMillan Nurses on behalf of the Parish Council and also the Caterham Healthcheck meetings.
- She had received a query from Mr Edwin Smith of 212 Burntwood Lane about the siting of the speed sign and possible light disturbance from the sign. It was pointed out that the sign will be installed on lamppost 51 facing traffic going down the hill and should not affect any residents. Mr Smith was also interested in becoming a volunteer traffic warden.
- The planters around the Asprey Fountain had not been planted with any flowers despite the work being completed some time ago. Councillor Marks said that she would investigate.
- She had also completed the questionnaire on gypsies.

## **5.3 Parish Councillors' Reports**

Councillor Caudle reported on the following:

- She had completed the production of the Newsletter and had received her copy via Royal Mail door-to-door delivery.
- She had attended the Environment meetings of the Caterham Healthcheck.
- The website was not working as she had been unable to load the information to the server.

Councillor Greer reported on the following:

- She had reviewed the Consultation Policy Statement on Gambling but due to personal problems had missed the deadline for comments. Although there were a number of grounds for objection, the main concern as far as the Parish Council was concerned was the prevention of exploitation of children and other vulnerable people.
- She had received complaints about a disturbance in Croydon Road and had contacted the Police who were aware of the situation.
- She had received several complaints about a piece of broken pipe sticking out of the pavement in Croydon Road and had contacted Surrey Highways who would investigate.
- Further to the complaint regarding rubbish at Viewpoint, Gill Kearney and Janet Hodgeson had again visited the site on 12<sup>th</sup> September and whilst there was some litter on the ground around the litter bin, this was thought to be due to the activities of wild animals.
- She had heard that there was a possibility that there would be no Christmas Lights in the Valley this year. The Clerk was asked to check with Andrew Browne.

Councillor Dickie asked if there was any further information on the Youth Centre. Councillor Marks reported that there was no further news.

Councillor McGregor reported that he had attended the ABC Steering Committee. He also complained about the lack of progress on the installation of CCTV. The Clerk pointed out that this was not a Parish Council project but a Police project. Surrey Police had advised that the camera would be installed on the lamppost in the centre of the roundabout in The Square. However this would not take place until the street lights had been replaced enabling the existing lamppost to be decommissioned. It would then be cut down in size ready for the installation of the camera. Councillor Marks said that she would investigate.

Councillor Daly reported on the Following:

- She had attended the last police partnership meeting where it was reported that the Police are recruiting another 24 Community Officers and that the management of them would be changed to allocate them to specific neighbourhoods and areas.
- She had attended the North Tandridge Local History Centre, where it was stated that the Centre was looking to the Parish Council for a grant towards the purchase of historical maps of the area and would make a formal request when more details were known.
- The Curator of the East Surrey Museum was unaware of the Parish Council's possible donation but would be employed by Surrey County Council when his contract expires. The Council agreed that this would not interfere with the Council's donation.
- The parking situation on Mount Pleasant, Farningham and Commonwealth Roads had worsened following the new parking enforcement. Complaints had also been received about the increased parking following the opening of the new pub in Godstone Road.

## 6. Planning

### 6.1 Current Planning

#### List 37/2006 – Date of Issue 14<sup>th</sup> September 2006

No applications for Caterham Valley

#### List 38/2006 – Date of Issue 21<sup>st</sup> September 2006

Item 24 TA/2006/1341 49 Crescent Road *Council had no comment*  
Demolition of garage & removal of shed. Erection of single storey side extensions incorporating garage. Erection of part single storey, part 2-storey rear extension incorporating conservatory.

#### List 39/2006 – Date of Issue 28<sup>th</sup> September 2006

Item 2 TA/2006/553/D 208-214 Stafford Road *Council had no comment*  
Demolition of 208-214 Stafford Road. Erection of 12 x 2-bed maisonettes (affordable) and provision of 16 parking spaces – details of appearance and landscaping.

Item 3 TA/2006/852 Pilgrims Corner, Gravelly Hill  
Retention of 1.9m high brick pillars and boundary wall.  
*Council had no objection but suggested that some form of soft landscaping could be planted to reduce the effect.*

Item 23 TA/2006/1393 34 Church Walk *Council had no comment*  
Display of illuminated fascia sign.

Item 25 TA/2006/1397 21 Station Avenue *Council had no comment*  
Installation of new shop front.

Item 26 TA/2006/1398 21 Station Avenue *Council had no comment*  
Display of various illuminated signs to shop front.

Item 29 TA/2006/1408 8 Ashwick Close *Council had no comment*  
Erection of conservatory to rear elevation.

#### List 40/2006 – Date of Issue 5<sup>th</sup> October 2006

Item 4 TA/2006/851 Pilgrims Corner, Gravelly Hill *Council had no comment*  
Retention of porch to front elevation, increase to utility room and balcony at 1<sup>st</sup> floor level with other external alterations.

Item 30 TA/2006/1442 18 Greenwood Gardens  
Landscaping works to rear garden.  
*The plans were not available at the library so the Council was unable to comment.*

Item 31 TA/2006/1444 14 Markville Gardens *Council had no comment*  
Erection of part 2-storey / part single storey rear extension.

### 6.2 Planning Appeals

### 6.3 Planning Decisions

TA/2006/1015 63 Dome Hill *Approved (full)*  
Erection of single storey extension to side/rear elevation. Erection of first floor extension to rear elevation. Extension to dormer to side/rear elevation incorporating alteration to roof slope and insertion of window to rear elevation.

TA/2006/1032	56 Markfield Road	<i>Approved (full)</i>
Demolition of garage & erection of single storey side/rear extension.		
TA/2006/1076	105 Harestone Valley Road	<i>Approved (full)</i>
Erection of single storey extension to rear elevation and new access to Harestone Valley Road.		
TA/2006/734	198 Croydon Road	<i>Cert.Prop.Use.Allowed</i>
Erection of conservatory to rear elevation.		
TA/2006/929	22 Loxford Road	<i>Refuse</i>
Erection of first floor side extension. Erection of dormer windows and balcony to rear roof slope in connection with loft conversion.		

## **7 Finance**

### 7.1 Payment of Accounts

The following cheques were signed at the meeting:

Caterham United Reformed Church	Hire of meeting room	£22.00
East Surrey Museum	Donation	£500.00
J. Caudle	Newsletter delivery	£31.25
W. Ridley	Net Salary & office allowance – Oct 2006	£318.64

### Petty Cash Expenditure since last meeting:

None

### 7.2 Review of Expenditure 2006-07

Receipts and Payments for the current year to end of September were reviewed against Budget and agreed.

### 7.3 Other Financial Matters

#### 7.3.1 Precept

The half yearly precept payment of £10,471 has been received.

#### 7.3.2 Summary of Authorised Expenditure

An updated summary as at the end of September was reviewed and agreed.

## **8. Correspondence**

Other correspondence received by the Clerk was noted at the meeting

**Chairman:**

**Date:**