

**MINUTES OF THE MEETING OF THE CATERHAM VALLEY PARISH COUNCIL**  
**HELD ON WEDNESDAY 9<sup>TH</sup> JANUARY 2008**  
**AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM**

**Present:** Councillor A. Bell – Acting Chairman  
Councillor A.J. Caudle  
Councillor C. Daly  
Councillor J.M. Dickie  
Councillor S. Greer

**In attendance:** District Councillor M. Cooper  
Mr W. Ridley – Clerk to the Council

**AGENDA – PART 1**

The Acting Chairman opened the meeting and asked members of the public present whether they wished to raise any issues. Mr Hemmings of Harestone Valley Road raised the following:

- He had been advised of a proposal by Surrey CC to install a Vehicle Activated Sign in Harestone Valley Road but when he contacted Surrey to object to the location of the sign he was advised that this was proposed by the Parish Council. Clerk explained that although the Parish Council was planning to install a VAS, this particular sign and its location was proposed by Surrey without the knowledge of the Parish Council. In the circumstances the Parish Council had withdrawn its sign and written to Surrey commenting on the location of their sign. (See 4.1 below).
- He had been advised that he should contact the Clerk in order to review planning applications. Clerk explained that plans, although addressed to the Clerk were available for review at the library.
- He complained about the unavailability of Buses-4-U from Caterham to attend the Godstone Fete. It was explained that the service was provided on behalf of East Surrey Rural Transport Partnership and he should either contact them or the organisers of the Godstone fete.

**1. Apologies for absence:**

Councillor S. McGregor – Chairman  
County Councillor S. Marks

**2. Reports Part 1**

**2.1 County Councillor's Report**

There was no report.

**2.2 District Councillors' Report**

Cllr Cooper reported on the following:

- The Resources Committee had started the review of the Council Tax rating system. There were more houses in the area which was a gain but some houses had gone down one band and were able to claim refunds which would cost the Council a lot of money.
- The ABC report had been discussed and they were looking to progress with local people on further developments. Waitrose appeared to be keen to be involved locally.
- He would be attending the Development Control Committee to talk on the Gravelly Hill application.

Cllr Caudle reported that the Planning & Environment Committee had agreed the Core Strategy of the Local Development Plan.

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

Minutes of the previous meetings held on Wednesday 12<sup>th</sup> December were agreed as a true record and signed by the Acting Chairman.

**4. Matters arising:**

**1. Mobile Speed Sign**

Surrey Police has recommended lamp column 16 which is opposite Underwood Road for traffic approaching Caterham School or columns 21 or 23 for traffic in the opposite direction. Clerk has asked Surrey Highways to check column 16 to see if it is suitable for installation of the sign. However Clerk has discovered that Surrey is planning to install its own Vehicle Activated Sign on a new steel post on the Western side of Harestone Valley Road outside property no. 152, beside lamp column no. 22 facing Southbound traffic. Parish Council has not been notified of this but found out after receiving copy of letter from local resident pointing out that the sign should be sited on the Eastern side for Southbound traffic and should be further back. Clerk has written to Surrey expressing surprise and disappointment that the Parish Council was not notified of this proposal or asked to comment on the location of the sign. Clerk suggested that the sign should be installed in accordance with Police recommendations i.e. on column 16 for Southbound traffic

## 2. Tree Preservation Orders

Following a suggestion from Cllr. Daly, Clerk has emailed Bob Evans, Director of Planning at Tandridge, stating that the Parish Council has noticed that many large planning applications appear to be preceded by significant tree clearance before the Council are aware of the proposed development. The Council wondered whether Tree Preservation Orders already existed or could be obtained on selected areas e.g. the wooded hillside on the West side of Trafford Road. Clerk has received automated reply that Mr Evans is out of the office until 7<sup>th</sup> January. Clerk has also received correspondence from the Editor of the Stafford Clarion pointing out that the Parish Council's objections to Tandridge on the two latest applications in Stafford Road do not ask for the tree felling to stop and that ATC Arboriculturalists were back on site finishing the job they started before Christmas. Clerk has forwarded copy to Bob Evans.

## **5. Reports Part 2**

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

#### 1. Street Names

Tandridge is changing the procedure for new street names and has asked the Parish Council in coordination with ward councillors to submit proposals for names (ideally 20 options) by the end of January, or if this is not possible, before the end of February. Tandridge has issued the following protocols for choosing street names:

- No abbreviations or punctuation to be used
- Street names should not end in "s" where it can be construed as either possessive or plural
- Street names should be avoided that are likely to cause confusion with spelling
- Street names should be avoided that might cause confusion with an existing street name or possibly property name
- Streets should not be named after a living person
- For streets to be named after someone who is deceased any appropriate permission should be obtained.

Cllr. Caudle reported that the Liberal Democrats had asked for this to be reconsidered as it had not been agreed in Committee. Cllr. Daly asked whether Tandridge would be responsible for obtaining the appropriate permission. The Council felt that names should be more localised although some general names could be generated e.g. Asprey, Soper, Harestone, however generating local names now could be construed as implying future development in that area. Council would prefer to provide local names once a particular development was known. Council resolved to defer this item until the next meeting.

#### 2. Newsletter

The next edition of the Newsletter is scheduled for distribution during the week commencing 3<sup>rd</sup> March and the handover to Royal Mail must be completed during 18<sup>th</sup> – 25<sup>th</sup> February. Articles and items for inclusion should be forwarded to Cllr. Caudle so that she can prepare a draft for discussion and approval at the February meeting. Clerk would ask Royal Mail to forward proforma invoice so that arrangements for payment could be made before he goes on holiday. Clerk passed Royal Mail delivery form to Cllr. Caudle. Council resolved to order a further three deliveries via Royal Mail in October 2008 and April and October 2009.

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

#### 1. East Surrey Transport Committee

All members were invited to visit the new St Pancras station on Wednesday 9<sup>th</sup> January but this clashed with the Parish Council meeting.

#### 2. Planned Portal Meeting

Burstow PC is holding a training/demonstration evening on 15<sup>th</sup> January at the Centenary Hall in Outwood on the Government's Planning Portal and Tandridge's Planning Interactive Systems on the internet. There is also an article on the Planning Portal in the latest edition of the Local Council Review, which the Clerk made available at the meeting.

### 3. Caterham Town Centre Working Group

The next meeting which was provisionally booked for Thursday 17<sup>th</sup> January has been cancelled as there are no immediate matters to present for decision.

### 4. Clerk's Holiday

Clerk will be on holiday from Sunday 3<sup>rd</sup> February until Saturday 1<sup>st</sup> March attending a family wedding in Australia and consequently will be unavailable for the Council meeting on Wednesday 13<sup>th</sup> February. The following arrangements have been made:

- Clerk will prepare briefing notes for the February meeting up to 1<sup>st</sup> February.
- Clerk's daughter will deliver Council mail received prior to the meeting to Cllr Daly who will update briefing notes where applicable.
- Cllr. Caudle will update Council on planning applications not included in the notes and will arrange for the plans to be collected from and returned to the Library.
- Cllr Daly will take the minutes at the meeting
- Mail received after the meeting will be left for the Clerk's return.

### **5.2 Chairman's Report**

There was no report. Cllr Bell gave her apologies for the next meeting as she will be on holiday.

### **5.3 Parish Councillors' Reports**

Cllr. Dickie had written to Cllr Marks about the lighting on the bridge but had not yet received a reply. He also stated that the Rotary Clock was fast. Clerk pointed out that the clock was connected to the National Clock and should reset itself to the correct time. However he would arrange for the manufacturers to inspect.

Cllr Greer reported that taxi drivers were complaining about vehicles still parking in their bays. Cllr. Daly stated that often there were more than the permitted three taxis in the bay. Cllr Cooper said that the taxi drivers should be advised to contact Tandridge and ask the wardens to come out.

Cllr. Daly reported that there was no rubbish collection in Farningham Road between 21<sup>st</sup> December and 8<sup>th</sup> January. She had emailed Tandridge complaining about the environmental issues but to no avail. Cllr. Cooper said that she should phone Biffa and ask them why they had not collected the rubbish.

Cllr Daly had completed the questionnaires as requested at the previous meeting.

Cllr. Caudle had attended the ESPLG meeting where the future of the group was discussed. After some discussion the Council resolved that ESPLG should continue in some form; there should be a constitution; it should not be affiliated to SCAPTC; the fourth point was not applicable.

Cllr Bell reported on the following:

- She had attended the Tandridge Local Meeting.
- Residents in Markfield Gardens had requested a grit bend on the bend and she would contact Surrey Highways.
- The road at the entrance to the nursery school in White Knobs Park was breaking up. If it was inside the park then it would be the responsibility of Tandridge but if it was outside it would be Surrey.

## **6. Planning**

### **6.1 Current Planning**

Cllr. Caudle declared a personal but not prejudicial interest in all the planning applications in that as a District Councillor she may comment if these applications came before the Development Control Committee. Any opinions she expressed at this stage were based on the evidence so far available and she would reconsider at the time any applications came before the Development Control Committee.

TA/2007/1814                      130-166 Stafford Road  
TA/2007/1815                      184-198 Stafford Road





TA/2007/1701	54 Crescent Road	<i>Approved (full)</i>
Erection of single storey front, side and rear extension.		
TA/2007/1703	62 Beechwood Road	<i>Approved (full)</i>
Erection of single storey rear extension.		
TA/2007/1704	199 Croydon Road	<i>Approved (full)</i>
Conversion of dwelling to 2 x 1-bed flats.		
TA/2007/1734	22 Colburn Avenue	<i>Refuse</i>
Demolition of garage and family room. Erection of two storey extension to North-West and South-East elevations and first floor extension to front elevation.		
TA/2007/1738	24 Underwood Road	<i>Approved (full)</i>
Erection of 3 storey building comprising 3 x 1-bed apartments with 6 parking spaces. Insertion of one window to first floor elevation and 2 windows to first floor rear elevation of existing flats in 24 Underwood Road.		

## 7. Finance

### 7.1 Payment of Accounts

The following cheques were signed at the meeting:

Caterham United Reformed Church	Hire of meeting room	£24.00
W. Ridley	Net Salary & office allowance	£383.43

Petty Cash payments since last meeting:

Themis	Ink cartridge	£11.29
Themis	Ink cartridge	£9.99
W H Smith	Copy paper	£7.98

### 7.2 Review of Expenditure 2007-08

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

### 7.3 Other Financial Matters

Clerk has submitted to Tandridge DC details of precept for the financial year 2008-2009.

## 8. Correspondence

Tandridge News Release:

- Company fined for flytipping
- Big lottery fund awards Tandridge DC £200,000
- Residents and businesses endorse the way Council keeps them informed

Tandridge Development Control Committee – 20<sup>th</sup> December 2007

Tandridge List of Delegated Action Taken – 3<sup>rd</sup> January 2008

- Community Services Committee
- Development Control Committee
- Planning & Environment Committee
- Resources Committee

Tandridge Resources Committee – 3<sup>rd</sup> January 2008

Tandridge Development Control Committee – 10<sup>th</sup> January 2008

Local Council Review

**Chairman:**

**Date:**