

**MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING**  
**HELD ON WEDNESDAY 14<sup>TH</sup> JANUARY 2009**  
**AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM**

**Present:** Councillor H. Hammer – Chairman  
Councillor J. Caudle  
Councillor M. Lincoln  
Councillor J. Servant

**In attendance:** Mr. W. Ridley - Clerk to the Council  
District Councillor B. Connolly  
District Councillor M. Cooper  
District Councillor J. Ingham

**AGENDA – PART 1**

**1. Apologies for absence**

Councillor M. Dean, Councillor P. Lavington, County Councillor S. Marks

**2. Reports Part 1**

**2.1 County Councillor's Report**

Councillor Marks apologised for her absence but sent the following written report:

- She had again reported the pothole in Loxford Road.
- Grange Road had been inspected by the Community Highways Officer and it would appear that the road had been surface dressed some time ago, possibly in excess of two years, so that the contractor would no longer be liable for maintenance. However Surrey CC is arranging for tests to be carried out to ascertain the road's skid resistance,
- The Grange Road kerb stone is first on the list of work to be carried out by the Community Gang and should be completed this week.
- She had reported to Highways and copied to David Hodge, Chairman of the Transportation Select Committee, that the works being undertaken by EDF in Croydon Road were taking too long, causing congestion and making matters even worse for traders and retailers in the Valley. ***Council asked Clerk to also write to David Hodge expressing its concern.***
- Whilst Tupwood Lane was not a primary salting/gritting route, she had asked for it to be included during the recent cold snap. However there is a finite budget for this activity and other roads would have to come off the list if new ones were to be added.
- Heads of terms have been agreed with the landlords for the new youth facility and it was hoped that the lease would be signed soon. The planning application was lodged before Christmas although it has not yet been validated by Tandridge.
- She had issued a press release deploring the decision by Marie Curie to close the hospice in Caterham and understood that there was to be a demonstration against the closure on the coming Saturday.
- There is growing support for a "shop locally" campaign and Caterham traders had arranged a meeting on 2<sup>nd</sup> February at which MP Peter Ainsworth would be present.

**2.2 District Councillors' Report**

Councillor Cooper reported on the following:

- Main issue was the budget; government had decided to allocate only 0.5% increase this year; Tandridge had managed to keep Council Tax low by utilising some of its reserves.
- CSP3 had become an issue following the Planning Inspector on a recent appeal deciding that it was not relevant. Tandridge had rebuked this as inaccurate and there was a meeting tomorrow to prepare a legal document refuting this as a precedent.
- A meeting had been arranged with the Leader of Surrey CC to progress the Soper Hall.
- ABC had approached the local joint committee for funding to provide models of the Caterham Vision which would cost £4-5,000 each for the Hill and the Valley.

Councillor Connolly reported on the following:

- Surrey CC was focusing on targeted youth initiatives but the new Caterham facility will be available for all youth. Attempts were being made to get pupils from de Stafford to volunteer to help with various projects

involving both youth and the elderly. Youth Shelters were also being considered and consultations will be held with parish councils on possible sites e.g. Timberhill Road.

- East Surrey Museum was looking to increase its profile and was planning to address the next Tandridge Council meeting. The new curator was looking to improve service by possibly having a mobile exhibition which could visit schools etc.

Councillor Ingham reported that the Rose & Young site had been vandalised again and this had been brought to the attention of the owner.

Councillor Caudle reported that she had not yet had the draft budget but that she would be attending six meetings in the next two weeks.

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

Minutes of the previous meeting held on Wednesday 10<sup>th</sup> December were agreed as a true record and signed by the Chairman.

### **4. Matters arising:**

#### 1. Parish Emergency Plan

Councillor Hammer had discussed with Caterham-on-the-Hill parish council and they were also not planning to produce an emergency plan.

#### 2. Parking on Pavement

Clerk had reported the problem of cars parking on the pavement in Croydon Road to Inspector Elaine Burtenshaw. She had replied that she would get her team to have a look at the parking issues but warned that recent parking enforcement had led to complaints from residents of being reported for offences in the targeted areas. She would update the Council when she had carried out some patrols.

#### 3. Council Bench in Harestone Valley Road

Following the complaint from Mr Tony Lidbury of 57 Harestone Valley Road about the council bench outside Pelham House, Clerk referred the matter to Inspector Elaine Burtenshaw, who had responded as follows:

- I have reviewed the crimes in the area and also had the particular spot looked at by my Crime Prevention Officer.
- Crime reports for this area going back one year reveal that there have only been two significant incidents in the vicinity of the bench. One was a domestic assault and the other crime was theft of golf clubs from the complainant's vehicle – the clubs being removed from his vehicle which was parked on the driveway overnight.
- PC Lee attended the area and can confirm that the bench itself is in good condition, bearing no damage or graffiti of any kind. There was no litter or any evidence of drug or alcohol use in the vicinity. The bench is slightly set back from the footpath and there is a hedge around which is also in good undamaged condition.
- It is understandable that the writer of the letter is obviously unhappy because his premises face the bench and this has raised his fear of crime in the light of his golf clubs being stolen, although the offence took place in darkness hours, we do not believe that there is any reason for the bench to be moved in this case as the crime incidence reports do not support this.

***Clerk was asked to inform Mr Lidbury.***

#### 4. Marie Curie Hospice

Clerk had written to both the Regional Manager of Marie Curie and Surrey PCT expressing the Council's concern about the possible closure of the Hospice in Harestone Valley Road. Whilst the Council appreciates that more palliative care will be given within the home, this is not always possible and without the Hospice there would be no respite for carers. An acknowledgement had been received from Surrey PVT promising a response as soon as possible.

#### 5. Caterham-on-the-Hill Parish Council Bus Survey

The Hill Parish Council had now collated those surveys returned on the possible extension of the 541 Metro Bus. There was a limited response (approx. 80 forms returned). Of these almost everyone wanted an extension of the service into the evenings and at weekends. The Hill Parish Council was currently asking for more information from Surrey County

Council on the HoppaBus service before making a decision. Any extension to the service was not likely to take place until the Autumn.

## 5. Reports Part 2

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

#### 1. Caterham Festival

Request received from the Chairman for a grant towards the running costs of the Caterham Festival which takes place in May and June this year. As this is a major event in the Caterham Calendar, the Chairman offered to come and speak to the Council at one of its meetings. Council asked for a copy of the budget for the Festival for consideration at the next meeting. ***Clerk to ask Andy Parr if he will speak at the Annual Parish Meeting. Councillor Caudle declared an interest in that she is the Treasurer of the Festival.***

Request received as to whether the Council would be prepared to take part in the Festival. It was suggested that perhaps the models of the Caterham Vision could be displayed at some of the events. ***Clerk to speak to Chris Windridge.***

#### 2. East Surrey Housing Strategy

Request received from Tandridge for comments on local housing issues and on the draft strategy through the completion of a short survey on the Council's website at [http://www.tandridge.gov.uk/housing/strategies\\_policies/east\\_surreyhousingstrategy.htm](http://www.tandridge.gov.uk/housing/strategies_policies/east_surreyhousingstrategy.htm) . ***Councillor Hammer would review and report back at the next meeting.***

#### 3. Rural Services Network

Invitation received to join the Rural Services Network which is a not for profit membership organisation established to argue the case on behalf of rural services and the financial provision to them, and also to network and seek to establish and promote best practise. Membership subscription is £60 plus VAT per annum. Details have been circulated to Councillors. Council resolved not to participate.

#### 4. Communities in Control: Code of Recommended Practise on Local Authority Publicity

Council resolved not to comment on this Consultation document.

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

#### 1. Caterham Valley Design Statement

As requested Clerk prepared note on the Design Statement, taken from the last edition of the Newsletter, which was published in the January edition of the Caterham Independent. Councillor Hammer had again asked if District Councillors would set up a meeting with Policy and Planning Officers to progress this.

#### 2. Community Gang Work

The Community Gang are able to carry out basic maintenance and minor repair work such as hedge trimming, path clearance, gully clearing , kerb resetting. Problems reported will be added to the list and usually completed on the next visit to the area. Any major items will be referred to the relevant department. However potholes are not part of their brief and these must be reported to Surrey Highways.

#### 3. Marie Curie Site

A meeting has been called to discuss the above site on Wednesday 21<sup>st</sup> January at 10.00am in the Council Chamber of Tandridge DC. In attendance will be Bob Evans and others from Tandridge Planning plus District Councillors Connolly and Cooper and two local residents. Clerk provided copies of letter from Mr & Mrs Smith for Councillors attending. ***Councillors Caudle and Servant will be representing the Parish Council. Councillor Servant will contact English Heritage to see if the building or part of the contents e.g. the staircase could be listed.***

#### 4. Harestone Hill Bench

Following a car crash which had damaged a bench outside 28 Harestone Hill, Clerk had asked Tandridge whether they would replace it and possibly recover the cost from the car driver's insurance company.

#### 5. Grange Road

Following the above accident concern had been expressed about the road surface which is over smooth on a dangerous sloped junction. Councillor Marks had raised this with Surrey Highways (see report above).

#### 6. Code of Conduct

Tandridge Monitoring Officer had devised a pocket guide regarding the Code of Conduct which also dealt with planning issues as well. Clerk distributed copies at the meeting.

#### 7. Tandridge Departmental and Web Based Planning Interactive System

Tandridge have advised that they are in the process of upgrading both their departmental and web based Planning Interactive Systems and plan to go live mid February. The system is planned to close from 16.00 Wednesday 18<sup>th</sup> February until Tuesday 24<sup>th</sup> February when the new system will be launched. The final timetable will be posted on the Council's website. Planning Interactive will remain available for the whole of the conversion period, albeit application data will be frozen as at Wednesday afternoon 18<sup>th</sup> February.

#### 8. Parish Council Meeting in April

Council will be unable to hold its meeting on 8<sup>th</sup> April as the URC are not taking any bookings during Holy Week. However the room is available one week later on 15<sup>th</sup> April. ***Council resolved to hold the meeting on 15<sup>th</sup> April and Clerk was asked to confirm with the URC.***

#### 9. Celebrating Age

Surrey PCT, Surrey CC, Reigate & Banstead Borough Council, Tandridge District Council and voluntary sector partners are organising the above event at the Harlequin Theatre in Redhill on 23<sup>rd</sup> April 2009. There will be a programme of entertainment and participative demonstrations, plus information stands from local organisations. In order to advertise the event, there is a request to put some information in the Parish Newsletter and a form of wording has been issued.

#### 10. Temporary Closure of Roads in Caterham

The following roads will be closed to all vehicular traffic including pedal cycles from noon until midnight on Sunday 24<sup>th</sup> May for the Caterham Festival Street Party:

- High Street between its junction with Court Road and its junctions with Townend and Chaldon Road.
- Town End between its junctions with High Street and Chaldon Road and Banstead Road.
- Chaldon Road between its junction with the Westway and High Street/Town End.
- All parking bays in the High Street, between Court Road and Town End suspended.
- No parking on South side of Court Road between its junctions with High Street and Chaldon Road.

#### 11. Annual Parish Meeting

It was resolved to hold this meeting in early May. ***Clerk was asked to book a suitable room for either Wednesday 6<sup>th</sup> or Thursday 7<sup>th</sup> May.***

#### 11. Important Dates for your Diaries

14 Jan	CVPC Council Meeting	All
15 Jan	Development Control Committee	
19 Jan	ABC Shabby to Smart Meeting	HH
21 Jan	Marie Curie Site Meeting	JC/JS
26 Jan	ABC Steering Group	HH
29 Jan	Police Panel meeting	HH
05 Feb	Development Control Committee	
11 Feb	CVPC Council Meeting	All
17 Feb	Informal hearing – TA/2008/40 – 102 Stafford Road	
26 Feb	Development Control Meeting	

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

Councillor Hammer reported that she is arranging a meeting with Caterham-on-the-Hill Parish Council. She would also be attending the ABC Shabby to Smart & Steering Group Meetings and the Police Panel.

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





TA/2008/1512/TPO Harestone House, 76 Harestone Valley Road *Approved by letter*  
TPO 59 (T) – Fell 1 Ash tree. Reduce lateral branches and co-dominant stems of 1 Maple by up to 10% and thin crown by 25%.

TA/2008/614 240 Croydon Road *Approved (full)*  
Demolition of existing conservatory. Erection of single storey rear extension.

## 7. Finance

### 7.1 Payment of Accounts

The following cheques were signed at the meeting :

Caterham URC	Room Hire	£26.00
W. Ridley	Net Salary & office allowance	£420.86

Petty Cash payments made since last meeting:

W. H. Smith	12 x 1 <sup>st</sup> class & 12 x 2 <sup>nd</sup> class stamps	£7.56
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### 7.2 Review of Expenditure 2007-08

Receipts and Payments for December were reviewed and approved. On instructions from ABC, cheque no. 558 for £65.00 was raised on 8<sup>th</sup> October in favour of Caterham & District Carnival Committee and posted to Marian Tait at 3 Buxton Lane, Caterham To date this cheque has still not been presented at a bank. *Clerk to ask Chris Windridge to check if it has been received.*

### 7.3 Other Financial Matters

Following confirmation that Tandridge would not pursue a CPO for the Rose & Young site, Council resolved to remove the provision for a legal fund for this site from the budget. It was agreed that the Precept for 2009-10 would be set at £25,950 which would equate to £7.11 per annum for a Band D property – an increase on the previous year of 2p per week.

## 8. Correspondence

The following documents had been received and were available at the meeting:

Tandridge News Release:

- Chairman's New Year Message
- Former Caterham resident found guilty of benefit fraud
- More time for East Surrey residents to influence housing services
- Old or unwanted car disposal service – now free

Tandridge Development Control Committee – 18<sup>th</sup> December 2008

Tandridge Resources Committee – 8<sup>th</sup> January 2009

Tandridge List of delegated action taken – 8<sup>th</sup> January 2009

- Development Control Committee
- Resources Committee

Tandridge Overview & Scrutiny Committee – 13<sup>th</sup> January 2009

East Surrey Transport Committee – 14<sup>th</sup> January 2009

Tandridge Development Control Committee – 16<sup>th</sup> January 2009

The Voice – January 2009

Local Council Review January 2009

Surrey Matters – Winter 2008/9

**Chairman:**

**Date:**