

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 15TH APRIL 2009
AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM

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

In attendance: County Councillor S. Marks
District Councillor B. Connolly
Mr. W. Ridley - Clerk
1 member of the public

AGENDA – PART 1

The Chairman opened the meeting and asked members of the public present whether they wished to raise any issues. Mr Bolter of 11 Stafford Close stated that the recent newsletter could give the impression of electioneering and asked for details of the monies set aside for town centre improvements and what was the budget for Design Statement. It was pointed out that a fund of £10,000 had been accumulated over a number of years which would be used together with funding from other sources to obtain matched funds from SEEDA for improvements recommended by the ABC Project. The Design Statement would be a document to replace the Harestone Valley Policy and the budget had been set at £2,000.

1. Apologies for absence

Councillor M. Dean,

2. Reports Part 1

2.1 County Councillors' Report

Councillor Marks reported on the following:

- The launch of St. Catherine's Hospice would take place on Thursday 16th April.
- County had set aside £18,000 for work on the pavement build outs in Croydon Road in an attempt to ease the flooding problems.
- Gas main works would be restarting on Church Hill.
- A new planning application had been submitted for the Youth Centre.

2.2 District Councillor's Report

Councillor Connolly reported on the following:

- The planning application for 50 Tupwood Lane had been refused under delegated authority.
- The appeals on 126-128 were going to an informal inquiry on 12th May. Village Developments had lodged a revised application to be heard at the inquiry and it was for the Inspector to decide whether he would consider this with the appeals.
- The Campaign Team were working on raising awareness of St. Catherine's Hospice and had held meetings to consider various fund raising aides. Consultations were still ongoing with Marie Curie and Tandridge Planning to ensure that there were no gaps in the new service provision and to try and establish some sort of memorial area at the Harestone site.
- The North Tandridge Youth Forum is continuing to meet to address the needs of young people in the North of the district. Successful bids had been made for £10,000 towards a games area in Stafford Road and £20,000 towards facilities on the Hill. A new publicity and fund raising initiative was being targeted at local businesses.
- ABC was continuing to work towards charitable status and work was progressing on the Shop Local Campaign and also Shabby to Smart.
- Work was also progressing on a solution for Soper Hall and a revised Harestone Policy.

3. Minutes of the previous meetings:

Minutes of the previous meeting held on Wednesday 11th March were agreed as a true record and signed by the Chairman.

4. Matters arising:

1. Overhanging Trees

Following a complaint from Mr. Pickford of 9 Burntwood Close about the problem of overhanging trees, Clerk contacted Keith Fry at Surrey CC. Mr Fry replied that a work order has been raised to prune the trees to SCC

standard specification but that he was unable to give a time scale for the progression of the works. Clerk passed this information to Mr. Pickford who responded that he too had been informed of the works order but that on further investigation he had discovered that it was to remove vegetation to a height of 17 feet 8 inches above the road level leaving the upper overhanging branches some 50 feet high untouched. Mr. Pickford thanked the Council for its involvement but stated that he did not want the Council to spend its time on this matter at the moment and that he would pursue it directly with Surrey CC.

2. Allotments

Following a report from Cllr. Ingham about a request from a resident on the provision of allotments, it was discovered that there are two sites on the Hill at Westway and Heath Road which are managed by Tandridge DC and are nothing to do with the Hill Parish Council. Clerk contacted Tandridge to ask if it would be prepared to reopen and manage allotments at Tillingdown Hill if there was sufficient interest. The person responsible is on paternity leave and is likely to be away from the office until Monday 20th April. Councillor Servant had visited the site and her comments are contained under Parish Councillors' Reports.

3. Harestone Hill Bench

Tandridge has asked whether the Parish Council is to take any action over the damaged bench. Clerk replied that the recommended contractor had stated that it could not be repaired without the concrete slab which formed the seat of the bench. As the pavement was too narrow for a normal wooden bench, Councillors were to look for a suitable site nearby where a wooden bench could be installed. It was suggested that the corner of Grange Road and Harestone Hill might be a possibility and Councillors would investigate further.

There had been no further response from the Police about the driver of the car responsible for the damage.

4. de Stafford School

Letter received from Head Teacher thanking the Council for its generous pledge of £1,000 to support the school's application for specialist school status. The school should hear in June whether it has been successful and will keep the Council informed of progress.

5. Annual Parish Meeting

Rebecca Day, Director of Marketing at St. Catherine's Hospice has been booked to speak at the Annual Parish Meeting as well as Andy Parr, Chairman of the Caterham Festival. A revised poster has been produced which was incorporated in the Newsletter and has been displayed on the three parish notice boards. Councillors were asked to attend at 7.00pm to set up the room for the start of the meeting at 7.45pm. Councillor Hammer offered to obtain the refreshments.

5. Reports Part 2

5.1.1 Clerk's Report - Part 1 for action

1. Youth Funding

Cllr. Connolly has reported that the Parish has been awarded £10,000 from the YOF towards a games arena or MUGA in Stafford recreation ground. However this was not as much as had been hoped for and there is now a need to look for other sources of funding. Cllr. Connolly has suggested that local businesses be approached for donations and will present a draft letter subject to the Council's agreement. Council agreed in principle. Clerk forwarded details of a new grant and fund finder launched by Monster Play Systems.

2. Caterham Party in the Park

Request received from Mark Jones, who is the organiser of the above event at Marden Lodge School as well as being a member of the Caterham Carnival and a governor of the school, for sponsorship of a street entertainer (stilt walker or clown). In return he would put a web page dedicated to the Parish on their website and display the parish logo on the day with signs stating "supported by Caterham Valley Parish". He estimates that based on last year the fee would be around £280. Councillor Caudle declared an interest in that she is the Treasurer of the Festival. Council resolved to donate £250 towards the cost of an entertainer.

3. Stepping Stones

Request received from the above who are a small Oxted welfare group which tries to help individuals who are lonely and may have suffered from depression. They are looking for funding of £75 - £150 to meet the cost of transport for outings to garden centres, the coast and other places of interest. Clerk has already advised the organiser

that the group is outside the boundary of the Parish but she replied that they do have members from Caterham. Council refused the request.

4. Caterham Carnival

Councillor Hammer has suggested that Council should share a stand with the Hill PC at a cost of £25 (£12.50 each). There is also a proposal for a joint banner at a cost of £60 (£30 each). It was suggested that Andy Parr should be contacted for costs of banners. Councillor Lavington agreed to be the liaison with the Hill PC.

5. Strategic Housing Land Availability Assessment

Methodology consultation document received from Tandridge on the above subject. Council resolved not to respond.

5.1.2 Clerk's Report - Part 2 for information

1. Queens Park CCTV

CCTV has now been installed at the Queens Park play area at a total cost of £12,759 and Tandridge has now asked for the Council's contribution of £200.

2. Tandridge Voluntary Service Council

Invitation received to attend the Network Luncheon on Thursday 14th May at 12.00 noon at the White Hart Barn, Godstone. Council declined the request.

3. SCAPTC General Meeting

The next meeting of the Association will take place on Saturday 30th May at 2.00pm at East Horsley Village Hall.

4. Resident Donation

Mr. Tony Crackett of 124 Harestone Valley Road has received payment from Argyll Homes for having a sign outside his property showing the way to their new development in Loxford Way. Mr. Crackett thought that this was a suitable way of giving the community some benefit and has donated the £300 fee to the Council. If the sign remains for more than three months there is the possibility of a further payment. Council declared a vote of thanks to Mr Crackett and resolved to put the money towards a new bench in Harestone Hill (see 4.3 above).

5. Resident Request

Mr. Pickford has requested copies of the Council minutes for the next six months and has paid £5 to cover the costs.

6. Road Closures in Caterham

The following temporary closure of roads in Caterham will take place on Sunday 26th April on the occasion of the Caterham and District Scouts' St. George's Day Parade:

- If dry – Parade – Beechwood Road, Croydon Road, The Square, Godstone Road and Timber Hill Road – 2.00pm – 3.00pm – service and dismissal
- Alternative route if wet – Parade – Beechwood Road, Croydon Road, The Square, Godstone Road, Station Road, Harestone Valley Road to the United Reformed Church (for the service) – 2.00pm – 3.00pm
- Return Parade – Harestone Valley Road, Station Road, Godstone Road, The Square, Timber Hill Road for dismissal – 3.45pm – 4.30pm

7. Caterham Partnership

The Caterham Partnership was being set up as the new legal entity to obtain funding for the ABC Project. The Clerk, as President of the Rotary Club of Caterham, had been asked to be one of the six inaugural directors and had accepted.

8. Kenley Airfields Friends Group

The minutes of the inaugural meeting of the Ordinary Committee held on 6th March had been received. Caterham Valley PC was listed as an invited organisation but with no representative appointed. The Clerk offered to be the representative but not until 1st July when his duties at Rotary would reduce.

9. Potholes and Other Roadworks

Clerk had received an email from a resident on the above subject and had forwarded to Keith Fry at Surrey asking if he would provide some answers to the points raised.

10. Power of Wellbeing Briefings

SCAPTC has advised that it is making arrangements to hold briefing session on POW which will be of interest especially to “Eligible Councils” intending to exercise the new powers and to those councils aspiring to do so. It was important for councils to fully understand the eligibility criteria which were set out in the bulletin issued on 18th February which is on the SCAPTC website.

11. Surrey Hills Society

Details were issued on the Discovery Bike Ride on 19th April and the Chairman’s Day on 29th April.

12. Important Dates for your Diaries

23 Apr	Development Control Meeting	
25 Apr	Design Statement Meeting	All
Apr/May	ABC Joint Funding Presentation	All
07 May	CVPC Annual Parish Meeting	All
12 May	Informal Hearing on the following planning appeals:	PL
	• TA/2008/1170	126-128 Harestone Hill
	• TA/2008/1172	126-128 Harestone Hill
	• TA/2008/1213	124 Harestone Hill
13 May	Design Statement Meeting	All
13 May	CVPC Council Meeting	All
14 May	TVSC Network Luncheon	
21 May	Planning Committee	
22 May/28 June	Caterham Festival	All
26 May	Independent Internal Audit Review	BR
30 May	SCAPTC General Meeting	
10 June	CVPC Council Meeting	All
13 June	Caterham Carnival	All
18 June	Planning Committee	

5.2 **Chairman’s Report**

Councillor Hammer reported on the following:

- There was still a lot of parking in Tupwood Lane although the yellow lines had eased the sight lines at the junction.
- Thanks were due to Councillor Caudle for producing the Newsletter.
- Clerk to provide copy of road allocations to Councillor Caudle.
- Road reports were still outstanding from Councillors Dean, Lavington and Caudle.
- The Asprey Fountain had now been cleaned and any further maintenance was the responsibility of Tandridge DC.
- It was suggested that Stafford Road Recreation Ground should be renamed Stafford Park. It was agreed to consider this change and conduct a survey of local residents after the elections.
- Councillors were asked to look at the Hill Newsletter with a view to improving the Valley Newsletter.
- Press releases should be issued whenever the Council funded any projects.

5.3 **Parish Councillors’ Reports**

Councillor Caudle had been actively involved in the Caterham festival.

Councillor Servant had inspected the Tillingdown open space which had been suggested as a possible site for allotments. In 1908 the land was given to the Council (? C & W UDC) for use as allotments and was used as such until 1970. Since then it had been open space for public use managed by Tandridge DC and the Downlands Countryside Trust for the benefit of local people. In 2004 Tillingdown Copse open space received money from the Heritage Lottery Fund as part of Surrey CC’s Wildlife on your Doorstep Project. In view of this environmental work it does not seem appropriate or realistic to proceed with consideration of this area as a potential site for allotments.

6. Planning

Councillor Hammer requested that in future this item be discussed after the District Councillor's Reports.

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.

Application Acknowledged as Valid Monday 2nd March – Friday 6th March

TA/2008/1653 64 Harestone Valley Road *Council had no comment*
Demolition of existing dormer windows to front and rear, erection of larger dormer windows to front and rear elevations.

Applications Acknowledged as Valid Monday 9th March– Friday 13th March

TA/2009/227/TPO 60 Harestone Hill *Council had no comment*
TPO 11, 2005 (T) – Crown reduce 1 Beech tree by 20%.

TA/2009/185 Peregrine Cottage, 12 Woodland Way *Council had no comment*
Erection of single storey side extension and new dormer to rear, with internal alterations.

Applications Acknowledged as Valid Monday 16th March – Friday 20th March

There are no applications for Caterham Valley

Applications Acknowledged as Valid Monday 23rd March – Friday 27th March

TA/2008/209 106 Burntwood Lane *Council had no comment*
Demolition of existing detached garage. Erection of detached double garage and workshop with ancillary storage accommodation over and external staircase. (Amended description).

Applications Acknowledged as Valid Monday 30th March – Friday 3rd April

There are no applications for Caterham Valley.

Applications Acknowledged as Valid Monday 6th April – Friday 10th April

TA/2009/276 158 Commonwealth Road *Council had no comment*
Single storey extension to rear (Certificate of Lawfulness for a proposed Development).

TA/2009/345 8 Godstone Road
Change of use of upper and lower ground floor to youth centre and associated alterations to front door. (County Determination).

Council expressed its support for this application.

TA/2009/337 126-128 Harestone Hill
Demolition of the existing buildings. Erection of 6 x dwellings with detached double garages.
Councillors Hammer and Lincoln declared an interest and left the room whilst this was discussed. Council objected on the following grounds: the access road from Harestone Hill was too steep and narrow; the proposal represents an overdevelopment of the site; the proposed development would impact on the views from across the other side of the valley.

Application from Surrey County Council dated 26 March

SCC/2009/0046/CN Land at 8 Godstone Road

Change of use of upper and lower ground floor to youth centre and associated alterations to front door.
To be determined by the County Planning Authority.

Council expressed its support for this application.

6.2 Planning Appeals

The following three appeals have been joined and will be heard together at an informal hearing at the Council offices on 12th May commencing at 10.00 am:

1. TA/2008/1170 126-128 Harestone Hill
Demolition of existing dwellings. Erection of 6 dwellings with detached double garages.
2. TA/2008/1172 126-128 Harestone Hill
Demolition of existing dwellings. Erection of 12 dwellings (comprising 6 x 3-bed, 3 x 4-bed and 3 x 5-bed dwellings) with associated garaging and parking and access onto Bradenhurst Close. (Outline).
3. TA/2008/1213 124 Harestone Hill
Demolition of dwelling. Erection of 2 dwellings.

Council had received an amended application for the above appeals. Councillors Hammer and Lincoln declared an interest and left the room. Council objected to this approach on the grounds that it bypasses the normal planning process and results in a lack of proper consultation. Councillor Lavington will represent the Council at this hearing.

TA/2008/550 59 Stafford Road
Demolition of existing buildings. Erection of 3 x 4-bed terraced dwellings with associated access to Stafford Road.
This appeal will be decided on the basis of an exchange of written statements and a site visit by an inspector. All letters to be received before 18th March.

6.3 Planning Decisions

TA/2008/740 102 Stafford Road Erection of 3 x 3-bed houses with associated parking (5 spaces).	<i>Appeal dismissed</i>
TA/2008/1174 114 Croydon Road Formation of a vehicular crossover and parking bay to front of property.	<i>Approved (full)</i>
TA/2008/1449 17 Colburn Avenue Demolition of attached garage. Erection of single storey front extension.	<i>Approved (full)</i>
TA/2008/1515 221 Croydon Road Change of use from Class A1 (retail) to Class A2 (Financial and Professional Services)	<i>Approved (full)</i>
TA/2008/1598 Kenley Aerodrome, Victor Beamish Avenue Erection of 1.2 metre high perimeter fence.	<i>Withdrawn/substituted</i>
TA/2008/1771 8 Markfield Gardens Demolition of garage. Erection of single storey side/rear extension.	<i>Approved (full)</i>
TA/2008/1772 160 Commonwealth Road Formation of gable end and erection of dormer window to resulting rear roof slope (Certificate of Lawfulness for a Proposed Use).	<i>Cert.Prop.Use.Allowed</i>
TA/2009/92/TPO 39 Harestone Hill TPO 5, 2007 (T) – Fell 1 Yew, 1 Western Red Cedar and 1 Black Pine.	<i>Split decision</i>
TA/2008/1690 Peregrine Cottage, 12 Woodland Way Erection of two storey infill extension to rear elevation (Certificate of Lawfulness for a Proposed Use).	<i>Cert.Prop.Use.Refused</i>
TA/2008/1753 44 Tupwood Lane Erection of four detached dwellings together with associated access.	<i>Approved (full)</i>
TA/2008/1758 8 Godstone Road Change of use from shop with ancillary workshop (Class A1) to youth centre (Sui Generis) with internet café (Class A1). (Revised hours of operation).	<i>Withdrawn/substituted</i>

Demolition of existing house and garage. Erection of 4 x 3 bedroomed terraced houses with parking and refuse/recycling store.

7. Finance

7.1 Payment of Accounts

The following cheques were signed at the meeting :

Caterham URC	Room Hire	£26.00
SCAPTC	Annual subscription	£1,336.92
J. Caudle	Paper for newsletter	£30.27
Caterham Publishing Ltd	Distribution of newsletter	£80.00
Tandridge District Council	Queens Park CCTV	£200.00
Cash	Petty cash float to £50	£48.13
W. Ridley	Net Salary & office allowance	£427.46

Petty Cash payments made since last meeting:

W. H. Smith	12 x 1 st and 12 x 2 nd class stamps	£7.56
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7.2 Review of Expenditure 2007-08

Receipts and Payments for March were reviewed and approved.

7.3 Other Financial Matters

The Audit process has been brought forward and the Annual Return has to be formally approved by 30th June. Timescale is as follows:

- 15 April Year end accounts approved
- 15 May Annual Return Sections 1 and 2 approved.
- 26 May Independent Internal Audit Review
- 10 June Annual Return & supporting documents final approval
- 30 June Annual Return & supporting documents with External Auditors.

8. Correspondence

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

Tandridge News Release:

- Benefit fraudster narrowly avoids prison
- Spring issue of the Tandridge News through your door
- Chairman's golf day – teams needed
- Company fined for displaying adverts without consent
- Fly-tipper gets suspended prison sentence

Caterham Valley Business Partnership minutes – 9th February 2009

Tandridge List of delegated action taken – 12th March 2009

- Development Control Committee
- Resources Committee

Tandridge Planning Committee – 19th March 2009

Tandridge list of delegated action taken – 2nd April 2009

- Development Control Committee

Tandridge Planning Committee – 2nd April 2009

The Voice – April 2009

Surrey Matters – April 2009

Surrey Hills Society Views – Spring 2009

Chairman:

Date:

