

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL ANNUAL GENERAL MEETING
HELD ON WEDNESDAY 12TH MAY 2010
AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM

Present:

Councillor H. Hammer – Chairman	District Councillor B. Connolly
Councillor J. Caudle	District Councillor M Cooper
Councillor P. Lavington	District Councillor J. Ingham
Councillor M. Lincoln	Mr. W. Ridley – Clerk
Councillor J. Servant	

AGENDA – PART 1

1. Election of Chairman

Cllr Hammer was nominated by Cllr Lincoln, seconded by Cllr Lavington and duly elected as Chairman.

2. Election of Vice Chairman

Cllr Lincoln was nominated by Cllr Servant, seconded by Cllr Caudle and duly elected as Vice Chairman.

3. Apologies for absence

Councillor M. Dean, County Councillor S. Marks

4. Public Participation

No members of the public were present.

5. Notification of Financial and Other Interests

Forms were distributed to Councillors with instructions for completion and a reminder that they should be returned to the Clerk within 28 days.

6. Reports Part 1

6.1 County Councillor's Report

There was no report.

6.2 District Councillor's Report

Cllr Ingham reported on the following:

- Concern had again been expressed over the density of the proposed development and the lack of adequate parking at the old Adult Education site. Disappointment had also been expressed that despite encouraging noises from the developers at a recent meeting regarding the need for 2-3 bedroom houses rather than a rabbit warren of 1-2 bedroom flats, the developers had only reduced the number of units by 3 to 69.
- The planning application to extend and convert 329 Croydon Road into 5 flats has been allowed by the Planning Officers as no objection was raised by Surrey Highways. Therefore a request has been made for this application to be referred to the Planning Committee.
- It has been suggested by the outgoing Chairman of TDC that the Council should consider supplying the Caterham Town Crier, Sonia, with an official badge of office. Apparently she mentioned her desire for one at the recent Civic Ball, particularly as she had provided her own uniform. Council approved the request subject to the Clerk obtaining a suitable quotation. Cllr Hammer agreed to contact the Hill PC to see if they would become involved in a joint presentation.
- The residents in the area of the Tillingdown Hill play area have requested that a bench be supplied for parents to use whilst supervising their children. Council asked the Clerk to order a new bench,

Cllr Cooper reported on the following:

- There was no change to the make up of the District Council following the recent elections.
- The Asset Transfer Unit had turned down the Soper Hall project due top strategic irregularities. However they granted £5,000 of consultancy work for a single project. The first meeting had taken place with the consultant who thought that funding, even capital funding, for the project would not be that difficult. The consultant would report back to the Soper Hall group.

Cllr Caudle reported on the following:

- The new District Committees had not yet been confirmed but she expected to remain on the same committees.
- Caterham Festival brochures had now been printed and distributed.
- The latest edition of the Parish Newsletter had been distributed with the May edition of the Caterham Independent.

Cllr Connolly reported on the following:

- The question of an Astroturf as a replacement for the proposed MUGA in Stafford Park had not been resolved. The next meeting of NoTY was scheduled for 14.00 on 17th June at Caterham Police Station. Cllrs Hammer, Caudle and Servant would attend to try and resolve the situation.
- East Surrey Museum was planning a new entrance and signing and requested that the Council fund the cost of the planning application. It was agreed that other parish councils in East Surrey should also be asked to contribute.

7. Planning

7.1 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.

Applications Acknowledged as Valid Monday 19th April – Friday 23rd April

TA/2010/410/TPO Land at Tupwood Gardens, Tupwood Lane *Council had no comment*
TPO 8, 2007(T) – Crown lift 1 Beech tree to 5m, clean crown and thin crown by 20%. Crown lift 1 Beech tree to 4.5m, crown clean and thin crown by 20%. Crown clean 1 Corsican Pine.

TA/2010/435 107 Tupwood Lane *Council had no comment*
Demolition of conservatory. Formation of part gable ended roof and raised ridge in connection with loft conversion. Erection of single storey rear extension and rear decking.

Application Acknowledged as Valid Monday 26th April – Friday 30th April

TA/2010/450/TPO 24 Eothen Close *Council had no comment*
TPO 1, 1995 (T) – Fell 1 Ash.

TA/2010/483 163 Harestone Valley Road *Council had no comment*
Erection of part single storey / part two storey rear extension, two storey side extension and front porch.

TA/2010/339 1 St Katherine's Road *Council had no comment*
Erection of single storey side extension and conversion of existing garage to habitable accommodation (Certificate of Lawfulness for a Proposed Development)

TA/2010/426 127 Commonwealth Road *Council had no comment*
Erection of part two storey, part first floor side extension.

Applications Acknowledged as Valid Monday 3rd May – Friday 7th May

TA/2010/510 19 Dunedin Drive *Council had no comment*
Erection of first floor front and side extension.

7.2 Planning Appeals

TA/2009/954 12 Croydon Road
Change of use of 1st and 2nd floors from offices to flats.
This appeal will be determined on the basis of an exchange of written statements by the parties.

TA/2009/132 Land at Ten Acre Shaw, West of Public Footpath No. 184
Erection of detached dwelling with linked store/garage providing staff accommodation over. Formation of new driveway with associated works and erection of gates. Alterations to public right of way.

This appeal will now be heard on 8th June. Cllr Servant will attend.

7.3 Planning Decisions

TA/2009/1358 126-128 Harestone Hill *Approval details*
Demolition of dwellings. Erection of 9 dwellings (5 detached and 4 semi-detached) with associated garaging and parking and access onto Bradenhurst Close. (Reserved Matters relating to appearance and landscaping).

TA/2010/32 28 Buxton Lane *Refuse*
Erection of rear extension including extension to roof with dormer window to South roof slope.

TA/2010/58 Caterham URC, Harestone Hill *Advertisement consent*
Display of 3 x non-illuminated free standing notice boards.

TA/2010/84 6 & land adj. 5 Bradenhurst Close *Refuse*
Demolition of garages. Erection of detached double garage with storage under at 6 Bradenhurst Close. Erection of detached double garage at 5 Bradenhurst Close and formation of associated access road and steps.

TA/2010/106 W M Morrison, 28 Church Walk *Split decision*
Display of 1 x internally illuminated fascia sign, 1 x non-illuminated logo sign, 1 x internally illuminated Morrisons letters and 1 x internally illuminated motif box.

TA/2010/131 9 Loxford Way *Approved (full)*
Demolition of porch. Conversion of garage and erection of first floor extension over, erection of two storey front infill extension and two-storey front and rear extensions and raising of ridge height in connection with loft conversion.

TA/2010/157 Barclays Bank, 10 The Square *Approved (full)*
Alterations to shop front comprising the replacement of entrance door, replacement of ATM surround and installation of ATM camera and light.

TA/2010/175/TPO 126-128 Harestone Hill *Approved by letter*
TPO 21, 2006 (T) – Fell 1 Beech tree.

8. Minutes of the previous meetings:

Minutes of the previous meeting held on Wednesday 21st April were agreed as a true record and signed by the Chairman.

9. Matters Arising

1. Harestone Hill Bench

Clerk has requested quotes for the installation of the bench from three companies on Surrey's preferred list of contractors.

2. Damaged Kerb/Drain

Clerk has chased a response to Enquiry 92030121 issued on 4th March relating to the damaged kerb / drain at the junction of Grange Road and Harestone Hill. Surrey Highways has responded that the Community Highway Officer visited the site and raised a job for the Community Gang to carry out the work. Unfortunately due to the large backlog of jobs still waiting to be done, Surrey is unable to give a timescale as to when the works will be carried out. Surrey has asked the Community Highway Officer to contact the contractors to see if it would be at all possible for them to give an indication of when this job will be done.

10. Reports Part 2

10.1.1 Clerk's Report - Part 1 for action

1. CCPL and Personal and Prejudicial Interests

SCAPTC has suggested that regardless of whether an individual councillor or the council as a corporate body purchases a share in CCPL, all members will have to enter it on their register of interests. But it should not inhibit the council's participation in CCPL. SCAPTC goes on to say that if at any time the council is asked by the Partnership for a significant grant or on-going support, they would feel happier if the council came back to them for specific advice before agreeing to such expenditure. Clerk was asked to write to both Clive Moore and SCAPTC

explaining the Council's position and the fact that the Council had already agreed to donate £15,000 before becoming a member of CCPL.

2. Grit Bins

Request received from Mr & Mrs Baldwin of 1 Markfield Road for a grit bin at the top of Markfield Road. There is one at the bottom of the road and apparently there used to be one at the top. They have asked if it can be restored at the top where they used to grit the initial very steep part of the road which they believe is essential given the number of parents who drop off their children at St Johns School. Cllr Caudle pointed out that the road is included on Surrey's priority gritting schedule due to presence of school, consequently it may have been removed because of this. Council will follow up with Surrey once the County has finished repairing potholes.

3. Advertising Sign

As requested by Cllr Lincoln, Clerk reported to Tandridge Planning Enforcement that there was a large advertisement board for Village Developments at the junction of Tupwood Lane and Godstone Road. They replied that they would get someone out to inspect it. However they have just lost a member of staff and under their new agreement he/she will not be replaced so it could take some time. They asked if the council could provide more details e.g. approx. size, contents etc. Apparently if it is directional to a particular site it could be allowable. Cllr Lincoln will take photo of board and forward to Tandridge.

4. Harestone Hill Bench

Letter with no name or address received stating that some elderly residents have read with dismay that the vandalized bench near the small post box between Morrisons and Grange Road is to be replaced and re-sited. Writer states that they have been waiting nearly three years for the present bench to be replaced. Writer is obviously not aware that the new bench is replacing one further up the hill which was destroyed by a car. Clerk to contact Tandridge to enquire whether they would repair the bench if the Council paid.

5. Defest Music Festival

Caterham Festival is delighted with the Council's offer of a donation of £500 towards the cost of souvenir programmes. Council will be given full back page advert for the sponsorship of the music festival. Organiser has requested council logo and form of words for the advert and Clerk was asked to provide.

6. SCAPTC Contacts

Following the Council's Annual Meeting, details of the new Chairman and the Council's representatives have to be forwarded to SCAPTC. Cllr Hammer will continue to be the Chairman and Cllrs Caudle and Dean will remain the Council's representatives.

7. Caterham Carnival

Request received from Carnival Committee to again co-sponsor the samba troupe that has lead the Carnival procession for the past two years. Council resolved to donate £100.

10.1.2 Clerk's Report – Part 2 for information

1. Parish Council Annual Meeting

The Annual Meeting will take place at the Soper Hall on Monday 24th May. Councillors are requested to arrive early at 7.00pm to set up the hall in time for start at 7.45pm. Jane Wilson will be the guest speaker talking about the new youth facility in the Valley. Cllrs Hammer and Lincoln will liaise over the provision of refreshments.

2. St John's School

Letter of thanks received from the head teacher of St John's School for the Council's donation of £849. This will be used to purchase a large storage shed for the early years and reception class equipment. The staff are delighted at the donation and the Mrs Wombwell, as the relatively new head teacher at the school, would like to pass on her personal thanks to the Council.

6. Important Dates for your Diaries

24 May	CVPC Annual Parish Meeting	All
27 May	Tandridge Planning Committee	
28 May	Caterham Festival Launch	All

30 May	Caterham Festival Street Party	
06 June	Caterham Festival Food Fayre	
07 June	Caterham Community Partnership	BR/JC
08 June	Land at Ten Acre Shaw appeal	JS
08 June	Standards Training	HH
09 June	CVPC Meeting	All
12 June	Caterham Carnival	
17 June	NoTY Meeting	JC/HH/JS
05 July	Caterham Community Partnership	BR/PL
17 June	Tandridge Planning Committee	
19-20 June	Caterham DeFest Music Festival	
14 July	CVPC Meeting	All

10.2 Chairman's Report

Cllr Hammer had attended a meeting with the three consultants from Tibbalds who are working on the Design Statement. The proposed timetable was as follows:

- 21 May Site visits followed by meeting with parish representatives (Cllrs Hammer, Cooper & Connolly and Terry Servant)
- June Stakeholders meeting (parish/residents/Tandridge DC)
- 09 Sept Tandridge Committee Meeting
- Oct Final consultations.

Cllr Caudle was asked to lend books on Caterham. Cllr Caudle stated that by placing emphasis on Harestone this was likely to put extra pressure on the Valley.

10.3 Parish Councillors' Report

Cllr Servant had attended the last CCPL meeting and gave an update on progress on Shabby to Smart and Shop Local. New planters were now in place in Croydon Road.

Cllr Lincoln reported problems with a vehicle parking on Harestone Hill near Loxford Way.

11. Finance

11.1 Payment of Accounts

The following cheques to be signed at the meeting:

Caterham URC	Room hire	£29.00
Broker Network Ltd	Insurance premium	£821.71
Caterham Publishing Ltd	Newsletter distribution	£94.00
Surrey Hills Society	Membership renewal	£15.00
NALC	Subscription for Local Council Review	£13.50
W. Ridley	Net Salary & office allowance	£400.45
Caterham Festival	Donation for DeFest Music Festival	£500.00
Harestone Printing	Newsletter printing	£88.24
Caterham Carnival	Sponsorship of Samba Band	£100.00

Petty Cash payments made since last meeting:

None

11.2 Review of Expenditure 2010-11

Receipts and Payments for the year to the end of April were deferred until the next meeting.

11.3 Other Financial Matters

Section 1 (Accounting Statement) and Section 2 (Annual Governance Statement) of the Annual Return were approved by Council and signed by the Chairman and the Clerk.

12. Correspondence

Tandridge Press Releases

- Lottery funded Tatsfield MUGA opens
- £200,000 lottery projects complete
- Sainsbury's in Warlingham fined for breach of planning condition
- No change after local elections
- Benefit claimant admits failing to tell council she had a job.

Tandridge Resources Committee – 20th April 2010

Tandridge Housing Committee – 20th April 2010

Tandridge List of Delegated Action taken – 21st April 2010

- Housing Committee
- Planning Committee

Tandridge Council Meeting – 29th April 2010

The Playing Field = Spring 2010