

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 15TH DECEMBER 2010
AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM

Present: Cllr. H. Hammer – Chairman
Cllr. M. Lincoln
Cllr. J. Caudle
Cllr. M. Dean
District Cllr. M. Cooper
Mr. W. Ridley – Clerk

AGENDA – PART 1

1. Apologies for absence

Cllr. J. Servant, Cllr. P. Lavington, County Cllr. S. Marks, District Cllr. B. Connolly, District Cllr. J. Ingham

2. Public Participation

Graham Tapley, Chairman of the Soper Hall Community Centre (SHCC), told the meeting of Tandridge DC's agreement to transfer the Soper Halls to a community group subject to certain funding conditions. There were two groups currently bidding – the SHCC and the Caterham Baptist Church. SHCC had applied for a number of grants – Community Builders (£60,000 loan and £40,000 grant which has to be spent by 11th March 2011), Biffaward (£50,000 but were advised that they were outside the current timescale and should apply next time), Surrey Community Building and Heritage Lottery. SHCC were a charitable company limited by guarantee and would apply for charitable status when turnover reached the requisite amount. Following a strategic partnership between SHCC and Caterham Community Partnership Ltd, Surrey CC had agreed to be an anchor tenant at the Soper Hall should SHCC be successful in its bid. SHCC had been awarded a grant of £2,500 from the parish council but had been turned down for a similar grant from Caterham Hill Parish Council. Mr Tapley was now asking if the Parish Council would be prepared to increase its grant to £5,000 to cover the shortfall.

Sue Hannaford, 110 Commonwealth Road, raised the latest proposals from London & Quadrant for the former Adult Education site. Although she was not a participant in the ongoing workshop, she understood that one of the options was to demolish the old school building. She was against this and felt that the building was of historical value and should be retained.

Tim Lomas, 110 Commonwealth Road, said that his main concern over the L & Q proposals was the high density of the proposed development.

3. Reports Part 1

3.1 County Councillor's Report

Cllr Marks had sent her apologies but forwarded a written note to confirm that her bid in to the Local Allocations Fund at the Tandridge Local Committee had been successful and that £5,000 would be made available to the Soper Hall Group (SHCC).

3.2 District Councillors' Report

Cllr Caudle reported that there had been an informal discussion at the Local Committee on winter conditions. Priority 3 roads (residential) were being looked at for gritting.

Cllr Cooper reported that the Planning Policy Meeting had been postponed due to the adverse weather conditions; the reduction in allocation from government would require further savings to be identified by District.

4. Planning

4.1 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 8th November – Friday 12th November

TA/2010/1336 St Johns CE Primary School, Markfield Road *Council had no comment*
Erection of single storey extension to the North West elevation of the South East block (Junior School), formation of ramp and steps to new entrance with associated railings, provision of new hard surfacing and installation of 2.4m high and 3.6m high security fencing.

TA/2010/1354/TPO 184 Stafford Road *Council had no comment*
TPO 28, 2007 (T) – Fell 1 Cypress.

TA/2010/1300 135 Harestone Valley Road *Council had no comment*
Erection of single storey extension to side elevation. *(Plans not available at library)*

Applications Acknowledged as Valid Monday 15th November – Friday 19th November

TA/2010/1368 Land r/o 22 to 32 Farningham Road
Erection of block to provide 6 terraced dwellings with associated parking (reserved matters relating to outline permission granted under 2007/1597 for access, appearance, landscaping, layout and scale).
There was a possible time limit on this application which Cllr Caudle would check.

TA/2010/1333 26 Timber Hill Road *Council had no comment*
Erection of gable ended roof extension, dormer window and insertion of roof light windows to side roof slopes. (Certificate of Lawfulness for a Proposed Development).

Application Acknowledged as Valid Monday 22nd November - Friday 26th November

TA/2010/1398/TPO Chiltern Place, 96 Harestone Valley Road *Council had no comment*
TPO 10, 2005 (T) – Reduce lateral growth on roadside of 1 Yew to allow 1m vertical clearance from kerb line. Fell 3 Lawson Cypress. Remove damaged leader from 1 Norway Maple. Fell 1 Elder, 1 Ash and 1 Norway Maple.

Applications Acknowledged as Valid Monday 29th November – Friday 3rd December

TA/2010/1394 126 Harestone Hill
Erection of 5 detached dwellings including associated access and parking.
Council objected on the following grounds: back garden development; four storey buildings too large which will impact on the hillside; ribbon development across the ridge; serious concerns about the steep gradient on the access road; unit 6 too close to boundary; footpath by unit 10 has not been approved; this application should be considered with other associated sites. Total number of dwellings on all sites would bring this into a requirement for affordable homes.

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

There are no applications for Caterham Valley

4.2 Planning Appeals

TA/2010/84 6 & land adj. 5 Bradenhurst Close
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
This appeal is to be decided on an exchange of written statements.

TA/2010/275 South Lodge, 4 Dome Hill Peak
Erection of detached double garage. (Amended Plans).
This appeal will be determined on the basis of written representations.

TA/2010/467 Land adj. to 7 Commonwealth Road
Erection of detached house with garage and parking.
This appeal will be determined on the basis of written representations.

Demolition of dwelling and erection of building containing 5 x 2-bed flats including associated parking and access to the approved development at 126-128 Harestone Hill

This appeal will be determined at a public hearing on 21st December. Cllr Lavington will represent the Council.

4.3 Planning Decisions

None received

5. Minutes of the previous meeting

Minutes of the previous meeting held on Wednesday 10th November was agreed as a true record and signed by the Chairman

6. Matters Arising

1. Radio Caterham

Council is still awaiting receipt of invoice for £650 for public liability insurance together with supporting documentation, on receipt of which the cheque will be issued. Council reiterated that this was a one off payment for this year only and would not be a regular payment.

2. Street

Following Council's agreement to fund various items of equipment for the Street Youth Centre, Clerk handed cheque for £888.95 to Cllr Lincoln who would arrange to present it to Jo Sturgess who is the Youth Worker at Street.

3. Tandridge Parking Review 2010

Clerk has received acknowledgement of the Council's objections to the proposed parking restrictions in Caterham. The Parking Strategy & Implementation Group Manager will resolve any objections in consultation with the Divisional County Councillor and the Chairman and Vice Chairmen of the Local Committee. The final plans will be available on the Surrey County Council website in due course at www.surreycc.gov.uk/parking.

4. Rubbish in Tupwood Lane

Clerk had informed Tandridge Amenity Services about rubbish which had been dumped in Tupwood Lane on the left hand side before the Travellers Camp.

5. Damaged Bench

Clerk has asked Nick Dance to quote for the repair of the damaged bench outside Tandridge Court in Croydon Road.

7. Reports Part 2

7.1.1 Clerk's Report - Part 1 for action

1. Soper Hall

Council had agreed to commit £2,500 towards the start up costs of the Soper Hall Group subject to their bid to take over the hall being confirmed and accepted by Tandridge. However Council has now received a further communication from the Group stating that a similar request to Caterham-on-the-Hill Parish Council has received a negative response. The Group are now requesting that the application be increased to £5,000 to match fund the similar amount requested from Surrey CC Local Committee. Council deferred its decision until the January meeting.

2. Christmas Lights

Request received from Caterham Valley Business Partnership for the Council's contribution towards the Christmas Lights. Council agreed to donate £3,500 which was the same amount as last year.

3. Grit Bins

A schedule of grit bins has been prepared and compared to Surrey's schedule and discrepancies are being investigated.

Cllr Ingham has reported that after this year Surrey CC are to adopt a new approach to grit bins. One of the new ideas is that grit bins will not be retained on A classified roads as all A roads will be Category One routes and will be gritted. However this does raise problems where the gritters are unable to reach those roads. Surrey are also proposing that if Parish Councils wish to keep such bins they will be required to purchase and service them at a cost of £2,500 which includes servicing for ten years. However Cllr Michael Sydney of Lingfield has found an alternative cheaper supplier based on the parish taking thirty bins.

The advice from Government is that there is no law preventing Parish Councils from clearing snow or ice from public spaces. They state that it is unlikely the Parish Council would be sued or held legally responsible for any injuries if the area has been cleared carefully. Council's insurance company has confirmed that council would be covered under their Public Liability Insurance if the Parish Council was deemed legally liable.

4. Design Statement

Following queries from residents Clerk had written to Paul Newdick asking whether the Design Statement could be rolled out to other areas, how much it would cost and whether Tandridge would be prepared to offer funding.

Paul has confirmed that it was agreed that the consultants, commissioned to undertake the character assessments and design guidance for the two areas, should also provide the Council with a methodology that could be used in other parts of the District. When the design guides are adopted this methodology will be provided to the Council.

He also stated that such design guidance will only be applicable to the built up parts of the District where there is a pressure for development. Within the Green Belt, where Green Belt policy applies, such as Dome Hill, such guidance will not be necessary. The design guidance for Harestone Valley is not intended to prevent development but to ensure that what does take place is in character. The guidance is intended to replace the now out of date local plan policy and he doubts that either the existing policy or new guidance has or will cause additional development in other areas. All parts of the District are subject to Local Plan and Core Strategy policies and if development is to be allowed it has to be acceptable under those policies. Therefore a design guide in one area cannot make development in another area more acceptable.

It will be for the Planning Policy Committee to agree the areas to be considered for further studies and guidance and for the priorities to be attached to such studies. At this point it is not possible to say whether Caterham Valley as a whole would be a high priority. No doubt other areas will also be seeking such guidance.

The overall project for the two areas will cost just under £30,000. If consultants were to be employed to do the work for a large area such as Caterham Valley he would expect that it would cost more than £15,000 – the character assessment being proportionately more expensive for a larger area. Given the current financial constraints it is unlikely that the Council would be able to contribute to further studies / guidance even if others were looking to pay some of the costs.

However, the intention is that with the methodology the work could be done in-house, although any in-house work would need to be fitted in with other programmed work.

5. Former Adult Education Centre

London & Quadrant Housing are proposing to hold a workshop session with councillors and the objectors' spokesperson to explore options for the site with the intention of holding another exhibition before submitting a new application. Following representations it has been agreed that a further three residents would be invited to attend taking the numbers attending to about fifteen. However they cannot accommodate any more people. The wider community will be given an opportunity to comment in due course. The workshop will take place at 19.00 on Thursday 9th December at the Caterham Baptist Church in Beechwood Road. Subsequently a further meeting has been arranged for Wednesday 12th January, same time and venue. Attempts are being made to change the Parish Council meeting scheduled for that date to Wednesday 19th January.

6. Bus Services in Tandridge

Surrey CC is conducting a review into bus services in Tandridge with public consultation open to 31st January 2011. As far as Caterham Valley services are concerned there are no planned changes to routes 407, 411 and 541. There are proposed changes to routes 409, 540 and Buses4U. There had been complaints from residents about route 407 which often terminated at Whyteleafe instead of taking passengers on to Caterham. However this service is operated under contract to London Buses and does not form part of the Surrey Bus Review. Clerk was asked to write to Transport for London.

7. Surrey Transport Plan – Strategic Environmental Assessment: Scoping Report

The above is open for web consultation up to 31st December at www.surreycc.gov.uk/surreytransportplan

8. Web Site

Mr Tim Lomas has offered to produce and host a web site for the Parish Council, details of which will be available at the meeting. The Chairman has asked that this be discussed at the budget meeting in January.

9. Queen Elizabeth 11 Fields Challenge

This scheme is to identify playing fields that will stand as a legacy to Her Majesty's Diamond Jubilee in 2012 in much the same way as the King George V playing fields across the district stand as a memorial to the late King. Tandridge has invited parish councils to nominate a playing field in their ward and it is intended to bring a report to committee detailing the scheme and any nominations received early in the New Year. Cllr Cooper has suggested that Stafford Park could be nominated becoming the QE11 Diamond Jubilee Park. There was also the possibility of White Knobs Park but the Council would like more details.

7.1.2 Clerk's Report – Part 2 for information

1. Local Committee Meeting

The Local Committee meeting scheduled for 3rd December was postponed due to adverse weather conditions. The meeting was to approve the revocation of the right turn ban into Harestone Valley Road prior to the proposed construction of a mini-roundabout at the junction with Church Hill and Station Avenue. The meeting has now been rearranged for Tuesday 14th December.

2. Highways Divisional Meeting

There will be a Divisional Meeting for Highways issues on Friday 14th January 2011 between 10.00 and 13.00 in the Jack Farrell room at Tandridge Council Offices. Cllr Hammer and Cllr Caudle will represent the Council.

3. Notice Board

Clerk has managed to free the lock of the notice board outside St. John's School which was jammed following the insertion of some substance possibly glue.

4. Clerk's Holiday

Clerk will be on holiday from Friday 17th December until Saturday 1st January inclusive.

5. Important Dates for your Diaries

16 Dec	Planning Committee	
06 Jan	Budget Meeting	All
12 Jan	L & Q Housing Workshop	
10 Jan.	CCPL Meeting	BR
14 Jan	Divisional Meeting for Highways	HH/JC
19 Jan	CVPC Meeting	All
28 Jan	Police Panel	

7.2 Chairman's Report

Cllr Hammer reported that items she was going to raise have been covered in other parts of the meeting.

7.3 Parish Councillors' Reports

Cllr Lavington raised the subject of the winter bus service (reported under item 6 of Clerk's report above)

Cllr Lincoln reported that the faces on the Clock in The Square were out of phase.

8. Finance

8.1 Payment of Accounts

The following cheques were signed at the meeting:

Caterham URC	Room hire	£29.00
Surrey CC	Contribution to Evening Villager	£1,000.00
Viking Direct	Stationery	£59.78
H. Hammer	Travelling Expenses	£17.43
W. Ridley	Net Salary & office allowance	£415.34
HM Revenue & Customs	Income Tax & NIC	£818.82
How Green Nursery Ltd	Watering planters	£52.88
Caterham Valley Business Partnership	Christmas Lights	£3,500.00

Petty Cash payments made since last meeting:

W H Smith	Postage stamps	£8.76
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8.2 Review of Expenditure 2010-11

Receipts and Payments for the year to the end of November were agreed.

8.3 Other Financial Matters

There were no other financial matters.

9. Correspondence

Tandridge Press Releases:

- Christmas card with a crime prevention message
- Tandridge Magazine – Winter 2010
- Preparing for Winter
- Food hygiene rating scheme to be introduced
- Services affected by bad weather
- Failing to comply with planning enforcement notice costs landowner £11,500
- Don't be a turkey this Christmas
- 12% reduction in government grant - £1.3 million savings must be found.

Tandridge Planning Committee – 16th December 2010

Chairman:

Date: