

**MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING**  
**HELD ON WEDNESDAY 13<sup>TH</sup> JULY 2011**  
**AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM**

**Present:** Cllr. M. Lincoln – Acting Chairman  
Cllr. J. Caudle  
Cllr. M. Dean  
Cllr. P. Lavington  
Cllr. J. Servant  
County Cllr. S. Marks  
District Cllr. J. Ingham  
Mr. W. Ridley – Clerk

**AGENDA – PART 1**

**1. Apologies for absence**

Cllr. H. Hammer, District Cllr. M. Cooper

**2. Public Participation**

Mr Martin De Freitas of 23 Beechwood Road referred to the planning application for the former Adult Education Centre and stated that despite the involvement of the local community, residents were adamant that the developer had not listened to their comments. Residents want the site developed but not to the proposed extent and still believed that 53 dwellings was too many. Whilst density was the main problem there were also issues with insufficient parking provision and the lack of amenity spaces. Access in bad weather would also be a problem due to the steep rise of Farningham Road.

Ms Jenny Gaffney of 23 Beechwood Road said that only 16 rooms had been lost since the previous application. The proportion of affordable housing had been reduced to just 4 dwellings and therefore the amount of parking provision should have been increased.

**3. Reports Part 1**

**3.1 County Councillor's Report**

Cllr Marks stated that a small fund was available for small highway projects.

**3.2 District Councillors' Report**

Cllr Ingham reported that she had attended the presentation by London & Quadrant Housing to the District Council on the latest proposal for the former Adult Education Centre.

Cllr Caudle reported that the patching in Stafford Road was about to start. She also stated that as the two proposed new grit bins had been reduced to just one and as this had been allocated to Harestone there was no new bin for Valley. Cllr Marks that they were too expensive and did not represent good value for money.

**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 6<sup>th</sup> June – Friday 10<sup>th</sup> June**

TA/2011/688 Social Services Centre and Adult Education Centre, Croydon Road  
Demolition of buildings and conversion of the former Caterham Valley Board School building and redevelopment of the remainder of the site to provide a total of 53 dwellings (5 x 1 bed, 32 x 2 bed, 9 x 3 bed and 7 x 4 bed), car and cycle parking, communal gardens and landscaping.

*Council would like to thank the developer for attempting to involve the community in the preparation of this application. However this was tempered by the insistence on a density that is much too high for this site. Council objects to this application on the following grounds:*

- 1. Overdevelopment of the site. The SCHLAA suggested a density of 17 and 21 to meet the TDC housing requirement whereas the application is for 53.*

2. ***Insufficient parking provision. The transport survey refers to the 2001 census on car ownership which is averaged over the whole of the Valley and includes significant social housing (approx. 12% of housing stock) and is therefore artificially low. The level of affordable housing in the application has been reduced to 4 dwellings therefore the number of parking places should be increased. Transport links to London may be very good but not so to other areas. Many people move to Caterham to work in Redhill and Reigate where car travel is essential. Therefore two working members of a family would need two cars.***
3. ***Insufficient affordable housing for a development of this size.***
4. ***Lack of amenity areas on the site.***
5. ***The developer is unable to achieve the CO2 requirement.***
6. ***There is a TPO issue in that the developer plans to remove several trees covered by TPOs.***

TA/2011/722                      49 Croydon Road                      ***Council had no comment***  
 Use of pavement for outdoor seating.

**Applications Acknowledged as Valid Monday 13<sup>th</sup> June – Friday 17<sup>th</sup> June**

TA/2011/741                      14 Colburn Avenue                      ***Council had no comment***  
 Erection of first floor extension to front elevation and erection of pitched roof over existing flat roof extension.

**Application Acknowledged as Valid Monday 20<sup>th</sup> June – Friday 24<sup>th</sup> June**

TA/2011/756                      1 Elgin Crescent                      ***Council had no comment***  
 Erection of two storey extensions to side and front elevation and loft conversion.

TA/2011/681                      55 Croydon Road                      ***Council had no comment***  
 Display of 2 x externally illuminated fascia signs (Advertisement Consent).

**Applications Acknowledged as Valid Monday 27<sup>th</sup> June – Friday 1<sup>st</sup> July**

TA/2011/865                      61 Markville Gardens                      ***Council had no comment***  
 Demolition of front porch, carport, single storey rear extension and detached garage/shed. Erection of front porch, single storey rear extension and two storey side extension.

TA/2011/719                      1 Harestone Valley Road                      ***Council had no comment***  
 Variation of conditions 2 and 11 of permission TA/2010/1200 dated 16 November 2010 to allow changes to fenestration, re-alignment of pedestrian access ramp, provision of security gates and railings to underpass and revised renewable energy provision.

**Applications Acknowledged as Valid Monday 4<sup>th</sup> July – Friday 8<sup>th</sup> July**

TA/2011/910                      9-11 First Floor, Station Avenue  
 Change of use from B1A (office) to Class C3 (dwelling)  
***Council would regret the loss of town centre office space if this application was approved.***

TA/2011/822                      Land rear of 22-32 Farningham Road  
 Erection of terrace to provide 6 x 2/3 bed houses with formation of parking spaces.  
***Council objects to this application on the following grounds: back garden development; loss of amenities for existing dwellings; loss of parking spaces for existing dwellings in Commonwealth Road, one of the worst roads in the district for parking.***

**4.2 Planning Appeals**

TA/2010/588                      59 Stafford Road  
 Demolition of existing chalet bungalow and outbuildings. Erection of 3 x 4 bed town houses with associated parking, access onto Stafford Road and landscaping.  
***This appeal will be determined on the basis of written representations.***

TA/2010/1175                      223 & r/o 225 & 227 Croydon Road

Demolition of 223 Croydon Road. Erection of 3 storey building comprising of 12 x 2-bed flats together with refuse & cycle stores, associated access road and parking (12 spaces). The development hereby permitted shall be begun not later than 16<sup>th</sup> July 2011. The appeal is in relation to the start date.

***This appeal will be determined on the basis of written representations.***

TA/2010/1153                      329 Croydon Road

Erection of single storey rear extension & conversion of resulting building into 4 self contained flats

***This appeal will be determined on the basis of written representations.***

#### **4.3      Planning Decisions**

TA/2011/282                      14 Harestone Lane                      ***Approved (full)***  
Erection of first floor side extension and dormer window to rear roof slope.

TA/2011/416                      130 Stafford Road                      ***Approved (full)***  
Erection of shed adjacent to the front boundary and formation of highway access.

TA/2011/461/TPO                24 Eothen Close                      ***Approved by letter***  
TPO 1, 1995 (T) – Fell 5 Sycamore trees and replace with species to be agreed

TA/2011/467                      15 Woodland Way                      ***Approved (full)***  
Erection of single storey side extension.

TA/2011/493                      34 Croydon Road                      ***Refuse***  
Erection of new ramped access.

TA/2011/497                      61 Markfield Gardens                      ***Refuse***  
Demolition of front porch, carport, single storey rear extension and detached garage/shed. Erection of front porch, single storey rear extension and two storey side extension.

TA/2011/502                      Tupwood Gate Nursing Home, 74 Tupwood Lane                      ***Approved (full)***  
Erection of 2-storey linked side extension to provide 14 bedrooms with parking at lower ground floor level – application to extend time limit for implementation of permission 2008/330.

TA/2011/529                      3 Colin Road                      ***Refuse***  
Change of use into 1 x 3-bed dwelling and 1 x 1-bed flat. (Retrospective).

TA/2010/552                      24 Harestone Valley Road                      ***Approved (full)***  
Erection of part two storey part single storey rear extension, single storey side extension incorporating double garage and dormer window to North roof slope. Erection of porch and formation of new vehicular crossover.

TA/2011/556                      170 Burntwood lane                      ***Refuse***  
Erection of 2m high close boarded fence and gates to front boundary.

TA/2011/579                      14 Newstead Rise                      ***Approved (full)***  
Erection of single storey side/rear extension. (Amended description).

TA/2011/483                      55-57 Croydon Road                      ***Approved (full)***  
Formation of shop front.

TA/2011/532                      66a Harestone Hill                      ***Approved (full)***  
Erection of single storey rear extension to basement & 2 storey side extension at basement and ground floor levels. Alterations to external finishes and fenestration of existing single storey section. (Amended description).

TA/2011/561                      Land at Tupwood Gardens                      ***Approved (full)***  
Erection of 4 x 3 bed semi detached dwellings & 2 5 bed detached dwellings together with associated access and parking. (Amended scheme to permission TA/2010/235).

TA/2011/588/TPO                3 Highwoods                      ***Approved by letter***  
TPO 6 (C & W) – Reduce crown of 1 Oak by 1.5m and thin by 10%.

TA/2011/631                      237 Stafford Road                      ***Approved (full)***  
Excavation of land to create off street parking and erection of steps to front of property.

#### **5.      Minutes of the previous meeting**

Minutes of the previous meeting held on Wednesday 8<sup>th</sup> June were agreed as a true record and signed by the Chairman.

## **6. Matters Arising**

### **1. Christmas Lights**

Cllr Lavington stated that following his meeting with Andrew Browne it would not be a problem for local businesses to contribute at least £2,000 towards the proposed cost of £6,000. Clerk will arrange a meeting with Festive Lighting involving Cllrs Dean and Lavington and Andrew Browne

### **2. Hanging Baskets**

Clerk has received the necessary technical specifications from How Green Nursery and has requested permission from Skansa, Surrey's lighting contractor, for hanging baskets to be installed on various lamp columns in the Valley. The baskets have actually been installed.

### **3. Community Infrastructure Levy**

Clerk submitted response to consultation document based on Random Greenway's paper.

### **4. Request for Information**

Clerk responded to request received from Mr John Harvey of 19 Greenwood Gardens under the Freedom of Information Act for a copy of the Parish's response to the survey on Superfast Broadband conducted by the Surrey Strategic Partnership. The Parish Council did not submit a response to the survey as it was felt that Broadband speed was adequate in this area. Surrey issued a statement saying that it had launched a survey of Surrey's 84 Parish and Town Councils to get their views on broadband speeds and quality in Surrey's towns, villages and rural areas. Subsequently it was announced that 79 parishes had been surveyed of which 23 had responded, virtually all of them in rural areas of West Surrey.

### **5. Valley Planters**

David Knight has now confirmed a revised quote of £600 for the maintenance of the island planters. The round planters in Croydon Road are being maintained by the Richmond Fellowship free of charge using surplus plants to their normal requirements. Two additional round planters are due to be installed in Croydon Road. The Parish Council is paying for the watering of the round planters along with the maintenance of the hanging baskets.

### **6. Stafford Park Play Area**

Clerk contacted Steve Hyder at Tandridge to advise that the Parish Council was still receiving complaints about dogs encroaching on the new play area in Stafford Park. The Parish Council had previously asked if the play area could be enclosed by some sort of fencing but understood that there was a funding condition to keep the area open which was in force for one year. That year had now expired and the Parish Council would be grateful if Tandridge would now consider fencing off the play area. Steve Hyder sent a holding reply whilst he discussed the issue with his line managers. However he asked for all written correspondence regarding the issue to be forwarded to him and also asked that any complainers be referred direct to him.

## **7. Reports Part 2**

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

#### **1. Planning Decisions**

Following confusion over recent planning decisions and correspondence from residents Clerk was asked to write to Piers Mason requesting clarification on planning decisions which were approved despite being back garden development and piecemeal development which apparently gets round the affordable homes issue. Mr Mason responded as follows:

Having looked at the decisions I believe you are referring to, the concerns raised are covered in the officer's report. For ease I have quoted these below with some additional comment from the case officer.

With regard to the Tupwood Lane site, we have made two decisions since the adoption of the Harestone Hill Guidance. The first was for one additional house at the end of the site (2011/298) the report does make specific reference to the new document & the changes to PPS3.

Quote from the report: "This proposal is on residential garden land. Residential garden land is no longer identified in PPS3 as previously developed land and as such there is no longer a presumption that it should be developed for housing. Further, the national indicative minimum density requirement of 30dph has also been removed. For these reasons the key element when assessing this application is whether the proposal reflects the character, setting and local context of the area in accordance with Policies BE1 and CSP18. Assessment against these policies is no longer moderated by the minimum density target of the previous PPS3. It is accepted that the thrust of PPS3 to make more efficient use of land remains, but given that greater weight should now be afforded to character and taking into account of the removal of the minimum density target, efficient use should be measured not by density but by the efficient use of land balanced against local character. Whilst CSP19 refers to density ranges these will now be given less weight in the decision making process due to the revisions of PPS3. Greater weight will be given to the allowance in CSP19 for lower densities where the local character and distinctiveness of the area needs to be protected.

Since the grant of planning permission on the adjoining site the Harestone Valley Area Design Guidance – Supplementary Planning Document has been formally adopted. The site is located within the West Tupwood Lane Area (Area H) which defines the character of the area as this is one of the most prominent parts within the Harestone Valley. Remnants of the Victorian and Edwardian vegetation pattern exist with important belts of mature trees running South-West and North-East. The development pattern is complex in nature due to the variety of plot sizes and shapes which is further complicated by the topography. The townscape is characterised by a series of cul-de-sac, which have their own distinct feel. These are open in feel as land falls away allowing open views across the valley. This is in contrast to the enclosed feel of Tupwood Lane.

West Tupwood Lane is defined in the Harestone Design Guidance as having no consistent plot or development rhythm and comprises mainly detached semi detached houses. Development in Tupwood Lane should be at a level with the road and in cul-de-sac (as in this case) either at level or above.

Although there is a tradition of large Victorian villas within the area, historically, these are located at the road frontages and not on sloping backland sites. Development on sloping sites should generally be lower and not more than 2.5 storeys. Lower building heights enable buildings to be better integrated into the existing topography. Whilst it is accepted that the proposed building would be greater than 2.5 storey when viewed from the rear, in this case, regard also needs to be given for the existing development in Tupwood Gardens and in particular the adjacent site. As already stated the dwelling is proposed to be two storeys when viewed from the front and would be similar in height, size and general design to the adjacent developments. The proposed layout is typical of current house type design, and seeks to maximise the accommodation that can be provided within a modest footprint. From the rear, the dwellings have accommodation within lower ground floor utilising the fall of the land; again this is similar to the dwellings approved on the adjacent sites. When viewed from Harestone Hill the additional dwelling would be viewed in context with the adjacent site. The development makes a reasonable transition to the lower density housing surrounding it, and in general meets the various criteria of Policy BE1 (1-3).

Therefore on balance, it is not considered that the proposal would conflict with the aims of the Harestone Design Guidance. “

With regards to the affordable housing this is also addressed within that report as it was raised as part of the Parish Council’s comments.

“As this is for one dwelling the site falls beneath the threshold for affordable housing as set out in Policy CSP4 (15 units), and below the national indicative minimum threshold of 15 units set out in PPS3 and therefore no affordable housing provision would be sought as part of this development. Comments have been raised that this site should be viewed in context with the adjacent sites previously approved. Whilst it is noted that the combined sites would have triggered the affordable housing threshold, at the time of the first application this site was not available and each application must be treated on its own merit.

There needs to be clear evidence that piecemeal development is being sought as a deliberate means of circumventing the affordable housing policy, and without this evidence the Council cannot resist schemes on these grounds. Where it has sought to do so on other sites, this position has not been supported by Inspectors (see decision on 2007/1130 – land at Wheelers Lane, Smallfield).”

Having set all this out I am of course disappointed that residents indicate that they do not wish to comment on planning applications. All comments are carefully considered and there are matters of judgement involved in the assessment of the acceptability of applications. For this reason there will be times where the District Council, who has the duty to make those difficult decisions, will make judgements that not everyone agrees with. However, I would hope that our reports set out the reasoning for decisions based on an assessment of the development plan.

Council resolved to invite Mr Morgan to a meeting to discuss planning issues in general and these issues in particular.

## 2. Neighbourhood Plan

The Caterham Community Partnership intends to submit a bid on behalf of Caterham, Chaldon and Whyteleafe for Front Runner status, to set up a Neighbourhood Planning Forum and an associated Neighbourhood Plan. Enabling legislation is going through Parliament currently as part of the Localism Bill and CLG are encouraging bids for £20,000 funding assistance to participate and develop not only local plans but share best practice with other Front Runner areas. Currently about 90 schemes have been approved, including one nearby in Bookham, with whom our town has links through ABC and the Healthcheck process. Bookham has agreed to share information with an initial group of Caterham Valley, Caterham Hill, Chaldon Village and Whyteleafe Parish Councils and the Caterham Community Partnership. A special interest group has been formed to consider and make the bid and hopefully transition into a Neighbourhood Forum and a related Neighbourhood Plan. Council formally approved its involvement in this project and agreed to provide the Caterham Community Partnership with £100 towards costs. Cllrs Hammer and Servant produced a Parish Statement on behalf of Caterham Valley which was approved by Council.

## 3. Soper Hall

Cllr Caudle declared an interest in that as a District Councillor she wanted to be able to speak at the meeting referred to below and therefore could not take part in this discussion. She left the room for the whole of the discussion on this item.

At its meeting on 30<sup>th</sup> June the Resources Committee recommended that Tandridge Council be advised that the Committee believes that the option of transferring the Soper Hall to the Caterham Baptist Church has the greatest chance of success given the clear and simple business plan, supported by access to funding and a track record as an established voluntary organisation in running a building that hosts community activities and would be least risky for Caterham residents and other Tandridge Council tax payers. However the Committee also notes the preference of several Caterham Councillors and a large number of residents for the attractive vision presented by the Soper Hall Community Centre Ltd for a rejuvenated Community Centre open to the widest possible cross section of the community. Council should therefore decide whether the Soper Hall be transferred to the Caterham Baptist Church or the Soper Hall Community Centre based upon Members' views of how best to balance conflict between the two bids and the details of the proposed transfer agreement arising from the above be submitted to a future meeting of the Resources Committee for approval. As a result the final decision has been deferred to Council on 21<sup>st</sup> July for all councillors to decide which group should take over the Soper Hall. The Soper Community Centre will be holding an Open Event at the Soper Hall on Friday 8<sup>th</sup> July and Saturday 9<sup>th</sup> July to encourage residents to see for themselves – their plans, their users, their ambitions....the future.

Council had previously prepared a press statement but Cllr Caudle had objected on the grounds that it would compromise her position on being able to speak at the District Council meeting. Whilst Cllr Caudle was out of the room the Council agreed to support the Caterham Community Centre's bid for the Soper Hall.

## 4. Victim Support

Application received from Victim Support for a grant in the financial year 2011/12. From 1<sup>st</sup> April 2010 to 31<sup>st</sup> March 2011 there were 233 reported crimes in CR3 5 postcode (Council's registered address). All victims and witnesses would have been eligible for support, either in the community or at court. Council resolved to give a grant of £50.

## 5. Caterham Cars

Request received from Mr John Harvey of 19 Greenwood Gardens for the following question to be put before council: In view of the change of ownership and ongoing developments at Caterham Cars does the council intend to make the company aware of its position concerning the retention of the showroom and any development of the premises in the parish? Council responded by stating that it understood that it is the intention of Caterham Cars to retain the showroom but that should there be a planning application in the future it will be discussed on its merits.

### **7.1.2 Clerk's Report – Part 2 for information**

#### 1. Bench outside Tandridge Court

The bench outside Tandridge Court in Croydon Road was reported as damaged. Inspection revealed that 4 of the back slats were missing and a further one was broken. The bench had also weathered quite badly and was in need of attention. The bench has now been repaired with the broken slats replaced with mahogany slats, power washed and treated with teak oil at a cost of £170 plus VAT.

## 2. Bench outside 28 Harestone Hill

The concrete stumps from the old bench destroyed by a car have still not been removed. This has been reported on-line to Surrey Highways and has been logged as Ref No. MG00015274 for Harestone Hill on the pavement close to the hedge outside no. 28 Harestone Hill opposite Grange Road, HEWS Ref. 94800912687. Subsequently Clerk was telephoned by Surrey engineer who had inspected the site and taken a photograph of the concrete stumps. He stated that he would discuss this with his manager and they would be removed but that other work such as pothole repairs was a priority.

## 3. Next Meeting

The next meeting would be on Wednesday 10<sup>th</sup> August and would only discuss Planning and Financial matters.

## 4. Important Dates for your Diaries

27 Jul	Neighbourhood Planning Meeting	
28 Jul	Planning Committee	
10 Aug	CVPC Meeting	All
05 Sep	CCPL Meeting	
14 Sep	CVPC Meeting	All

## 7.2 **Chairman's Report**

The new grit bin supplied by Surrey CC will be allocated to Loxford Road near Deansfield.

## 7.3 **Parish Councillors' Report**

Cllr Lavington raised the lack of provision of a post box in the centre of Caterham outside normal shopping hours following the removal of the post box outside the Post Office.

Cllr Caudle stated that the Caterham Festival had taken place and she would attend the debriefing meeting.

## 8. **Finance**

### 8.1 **Payment of Accounts**

The following cheques were signed at the meeting:

Caterham URC	Room hire (5 <sup>th</sup> & 13 <sup>th</sup> July)	£60.00
How Green Nursery Ltd	Hanging baskets	£266.40
Peter Frost	Internal Audit fees	£111.00
Nick Dance	Bench repair	£204.00
W. Ridley	Net salary & office allowance	£397.54
Cash	Petty cash float to £50	£68.04
Caterham Community Partnership Ltd	Neighbourhood Plan	£100.00

Petty Cash payments made since last meeting:

Lorimers	Printer cartridge	£14.99
W H Smith	Postage stamps	£9.84
W H Smith	Printer cartridge	£23.39

### 8.2 **Review of Expenditure 2011-12**

Receipts and Payments for the year to the end of June were approved.

### 8.3 **Internal Audit**

The Internal Auditor has issued the following report for the year to 31<sup>st</sup> March 2011:

In accordance with my Internal Audit Plan, Controls and Procedures have been tested with Fraud and Risk Issues reviewed – these are well managed, in line with the Governance and Accountability for Local Councils Practitioners’ Guide (GALCP) and meet the needs of the Council. I confirm that I do not have any role within the Council and will carry out my duties without bias. I would only comment by exception – the following point needs attention: Internal Financial Regulations & Standing Orders. These have not been reviewed for a while and this should be carried out.

## **9. Correspondence**

Tandridge Press Releases:

- Work starts on Whyteleafe play area
- Tandridge wins HR award for partnership working
- Have your say about climate change action plan
- Have your say about council services
- Future of the Soper Hall
- Summer issue of the Tandridge magazine

Tandridge Planning Committee – 16<sup>th</sup> June 2011

Tandridge List of Delegated Action Taken – 22<sup>nd</sup> June 2011

- Planning Committee
- Resources Committee

Tandridge List of Delegated Action Taken – 13<sup>th</sup> July 2011

- Community Services Committee
- Planning Committee

Downlands Trust newsletter

Local Council Review – Summer 2011

Action Surrey press release – Low carbon refurbishment & self sufficiency courses

**Chairman:**

**Date:**