

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING
HELD ON TUESDAY 13TH DECEMBER 2011
AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM

Attendees: Cllr. M Lincoln – Chairman County Cllr. S. Marks
Cllr P Lavington
Cllr J Caudle
Cllr. J. Servant Mrs M Gibbins - Clerk

AGENDA – PART 1

1. Apologies for absence

Cllr H Hammer, District Cllr. B Connolly, District Cllr. J Ingham

Non Attendees

Cllr M Dean, District Cllr. M Cooper

2. Public Participation

A resident raised a number of issues but was advised they were not Parish issues. County Cllr. S Marks explained the procedure for the issues raised and advised the resident to progress his concerns through the appropriate channels with SCC.

3. Reports Part 1

3.1 County Councillor's Report

County Cllr. Marks reported the mini roundabout has been completed. Concern has been raised regarding pedestrians crossing from Church Hill across Harestone Valley Road as the island has been removed. The situation is being monitored. CC Marks also commented that the taxi drivers parking on the double yellow lines is not helpful, she has advised the District Councillors concerned who have not taken action. Cllr J Caudle agreed to investigate the procedure for issuing taxi licences and the removal. Police are also monitoring the parking situation. **JC**

County Cllr. Marks reported a woman had been robbed of a large sum of money in the Waitrose car park on Monday 12 December. The Clerk to ascertain whether there is CCTV in the carpark. **Clerk**

3.2 District Councillors' Report

Cllr J Caudle reported there has been consultation on Parish Plans. The suggestion was that Parish should bear the cost of a referendum but final decision was that the cost should be shared.

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 31st October – Friday 4th November

TA/2011/1734 Flat E, 24 Underwood Road
Installation of roof lights to south roof slope – **Council made no comment**

TA/2011/1406 57 Markville Gardens
Erection of single storey rear extension and garage. (Certificate of Lawfulness for proposed development) – **Council made no comment**

TA/2011/1370/TPO 10 & 11 The Clares
TPO 1, 1995 (T) – Remove low branches on 3 Yew trees encroaching parking bays at Fern Towers – **Council made no comment**

Applications Acknowledged as Valid Monday 7th November – Friday 11th November

TA/2011/1413/TPO The Clares

TPO 1, 1995 (T) – Crown clean 1 Ash and 2 Beech trees. Fell 1 Beech tree. Reduce crown of 1 Ash tree by 4m in height and 1m in spread and install Cobra brace. Crown reduce 1 Sycamore tree by 4m in height and 2m in spread and crown clean. – **Council made no comment**

TA/2011/1436 57 Dome Hill
Erection of first floor side extension – **Council made no comment**

Applications Acknowledged as Valid Monday 14th November – Friday 18th November

TA/2011/1443/TPO 3 Harestone Drive
TPO 3 (C & W) – To reduce by 3m the 2 large limbs originating at 10m from 1 Cedar tree and growing towards the chimney stack; to reduce 1 limb originating at 6m from the Cedar tree and to remove 1 primary branch growing towards the drive. – **Council made no comment**

Applications Acknowledged as Valid Monday 21st November – Friday 25th November

TA/2011/1277 39 Harestone Hill
Erection of single storey rear extension and addition of external fireplace and chimney. Formation of bay window and infill extension to front elevation and formation of dormer window to front roof slope. – **Council made no comment**

Applications Acknowledged as Valid Monday 28th November – Friday 2nd December

TA/2011/1558N Land at Gravelly Hill
Reinstatement and repair to forestry track (Notification) – **Council made no comment**

TA/2011/1402 42 Harestone Valley Road
Conversion of garage to habitable accommodation. (Certificate of Lawfulness for a Proposed Development) – **Council made no comment**

TA/2011/1528 137 Harestone Valley Road
Erection of pitched roof over garage and conversion to living space (Retrospective) – **Council made no comment**

TA/2011/1549 54 Underwood Road
Erection of single storey rear extension. (Certificate of Lawfulness for a proposed use or development) - **Council made no comment**

TA/2011/1554 9 Newstead Rise
Erection of single storey rear extension – **Council made no comment**

TA/2011/1460 407 Croydon Road
Demolition of workshop. Erection of workshop with associated landscaping - **Council made no comment**

Applications Acknowledged as Valid Monday 5th December – Friday 9th December

TA/2011/1502 82 Croydon Road
Change of use from Financial & Professional Services (Class A2) to Take aways (Class A5) - **Council objected to this due to lack of balance of retail outlets in shopping area. 19.4, 19.8 and 19.9 of the Core Strategy**

TA/2011/1588 Hatchlands, Harestone Hill
Demolition of existing garage and erection of single storey side extension - **Council made no comment**

4.2 Planning Appeals

TA/2010/1153 329 Croydon Road
Erection of single storey rear extension & conversion of resulting building into 4 self contained flat ***This appeal will be determined on the basis of written representations.***

Enforcement Notice 4 Land at Tower Farm, War Coppice Road
The use of land for stationing a mobile home for residential occupation constitutes inappropriate development in the Metropolitan Green Belt.
This appeal will be determined at a public enquiry at 10am on 14th December – no Councillors were available to attend.

TA/2011/181 8 Woodland Way
Erection of part single part two storey front extension.
This appeal will be determined on the basis of written representations.

TA/2011/556 170 Burntwood Lane
Erection of 2m high close boarded fence and gates to front boundary.
This appeal will be determined on the basis of written representations.

4.3 Planning Decisions
Clerk has not been notified of any relevant to Caterham Valley

5. Minutes of the previous meeting
The Minutes of the meeting held on 8th November were signed.

6. Matters Arising

1. Christmas Lights
Consideration regarding the future. **It was agreed a figure will be included in the 2012/13 budget to allow for possible redesign of the clock tower lights.**

2. Standing Orders
For Consideration and adoption. **The Standing Orders have been retyped and emailed to all the Councillors. Comments and corrections to be emailed to the Clerk for inclusion to enable the Standing Orders to be approved at the January Parish Council meeting.** ALL

3. Clerks Contract of Employment
The contract has been submitted to the Clerk.
Clerk to meet with Chairman for discussion and signing. HH/Clerk

7. Reports Part 2

7.1.1 Clerk's Report - Part 1 for action

1. Grounds Maintenance and Related Works.
Clerk to obtain new quotes for the maintenance of planters and hanging baskets. Clerk
2. URC request for funds for clock repair
Councillors agreed a sum of £200 will be donated to the URC for the clock repair. Clerk
3. Personal and Prejudicial Interests and Predetermination
Councillors noted the content of the letter.

7.1.2 Clerk's Report – Part 2 for information

1. Wreaths
Wreaths were delivered in time for Remembrance services. Invoice still awaited.
Cllr J Caudle and Cllr J Servant laid the wreaths at the Remembrance services
2. A press release was circulated to local newspapers publicising the new Christmas lights.
CC Marks suggested it would be beneficial for the Councillors to be linked to Kevin Black and Caterham Community and Business on Facebook. Clerk

2. Important Dates for your Diaries

11 Jan CVPC Meeting All ALL

7.2 Chairman's Report
There was nothing to report.

7.3 Parish Councillors' Report

Cllr Lavington will be contacting MP Sam Gyimah regarding the lack of post box in Caterham Valley.

PL

Cllr Servant attended the Open Day at Marden Lodge

Cllr Caudle reported the newsletter was circulated in the Independent and 300 copies were returned. The next newsletter will be distributed in March 2012. Clerk to book an insertion in the March edition of Independent.

Clerk

8 Finance

8.1 Payment of Accounts

The following cheques were signed at the meeting:

| | | |
|-------------------------|---|----------|
| Caterham URC | Room hire | £ 30.00 |
| Knights Garden Centres | Planters maintenance | £ 60.00 |
| M Gibbins | Telephone and mileage expenses | £ 31.61 |
| M Gibbins | Net salary & office allowance | £ 434.09 |
| How Green Nursery Ltd | supply & install 14 winter hanging baskets | £ 596.40 |
| Downlands Trust | Membership subscription | £ 15.00 |
| Caterham Publishing Ltd | Distribution of Parish newsletter | £ 120.00 |
| Cllr H Hammer | Request of reimbursement of excess phone bill | £ 20.00 |

Petty Cash payments made since last meeting:

Postage reimbursement to Cllr M Lincoln £1.23

8.2 Review of Expenditure 2011-12

Receipts and Payments for the year to the end of November to be approved.

8.3 Other Financial Matters

8.4 2012/2013 Budget

It was agreed the budget will be approved at the January meeting. Cllr Caudle and Clerk to meet to go through the accounts and the budget. JC/Clerk

9 Correspondence

Nothing relevant had been received or sent.

Chairman:

Date: