

**MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING**  
**HELD ON WEDNESDAY 8<sup>TH</sup> FEBRUARY 2012**  
**AT THE UNITED REFORMED CHURCH HALL, HARESTONE HILL, CATERHAM**

|                   |                           |                           |
|-------------------|---------------------------|---------------------------|
| <b>Attendees:</b> | Cllr. H Hammer – Chairman | County Cllr S Marks       |
|                   | Cllr. M Lincoln           | District Cllr. B Connolly |
|                   | Cllr P Lavington          | District Cllr. J Ingham   |
|                   | Cllr J Caudle             | District Cllr. M Cooper   |
|                   | Cllr. J. Servant          |                           |
|                   | Cllr M Dean               | Mrs M Gibbins - Clerk     |

**AGENDA – PART 1**

**1. Apologies for absence**

Cllr. J Caudle, District Cllr. J Ingham, District Cllr. M Cooper, County Cllr. S Marks

**Non Attendees**

District Cllr. B Connolly

**2. Public Participation**

General discussion ensued with attending residents regarding the upcoming appeal for the Social Services Centre and Adult Education Centre. The residents have spoken with Chris Hall at TDC and been advised that the alerted submission is not necessarily the submission which will be considered at the appeal. There is a residents meeting to discuss the appeal.

**3. Reports Part 1**

**3.1 County Councillor's Report**

In her absence County Cllr. S Marks' report was read.

Suffice it to say that the main issue - for County response - will of course be the snow. Cllr. Marks considers that the new salting and gritting scheme is working well under the circumstances. There will always be higher expectations of the service than we can afford to deliver but so far she has heard from people that things are working well.

Cllr. Marks has been in touch with the Winter Maintenance Unit over a complaint in Whyteleafe - and it appears that the icy conditions here in Tandridge have surprised somewhat the team! Yet again she has forcibly made the point that in Tandridge we have for the last two or three years had the worst of the wintry weather and so we need extra help. If you have any specific areas of concern - bearing in mind the designated gritting routes - please let her know.

Cllr Hammer commented that Loxford Road was closed due to an accident and Bradenhurst Close was not gritted but generally the snow road clearance had been much better.

**3.2 District Councillors' Report**

In the absence of District Cllr. Cooper, his report was read.

Marie Curie committee visit - Along with Cllr Peregrine Lavington and Cllr Connolly we were able to point out the issues we believe are important to making a decision.

Beechwood Road site appeal - Along with Cllr Ingham, have met with local residents to discuss the appeal procedure and general approach.

Tower Farm, Barnefield and Viewpoint, still pursuing planning issues.

Council Tax - Unlike SCC, TDC are looking to hold the tax at the same rate for another year.

New Refuse Service - TDC looking to maintain weekly collections, alternating residual collection one week with re-cyclables the next. Also, many more different items will be accepted for re-cycling. There are still detail issues to resolve. Comment was made that numerous bins will not work in many areas such as flats.

**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 9<sup>th</sup> January – Friday 13<sup>th</sup> January**

TA/2012/32                      117A Commonwealth Road                      **Council made no comment**  
Erection of car port and first floor extension above existing garage and resulting car port

TA/2012/52                      100 Harestone Lane                      **No plans were available at the library**  
Erection of port to front elevation. **Plans subsequently emailed to Clerk and circulated via email to CVPC and Council made no comment.**

#### **Applications Acknowledged as Valid Monday 23<sup>rd</sup> January – Friday 27<sup>th</sup> January**

TA/2012/147                      45 Harestone Hill                      **Council made no comment**  
Demolition of existing conservatory. Erection of single storey rear extension.

#### **Applications Acknowledged as Valid Monday 30<sup>th</sup> January – Friday 3<sup>rd</sup> February**

TA/2012/163                      Little Orchard, 8 Aldercombe Lane                      **Council made no comment**  
Erection of single storey rear extension. (Certificate of Lawfulness for a proposed use or development)

### **4.2 Planning Appeals**

TA/2011/688                      Social Services Centre and Adult Education Centre, Croydon Road  
***This appeal will be determined at a public enquiry at 10am on Tuesday 13 March.***

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.***

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**

Tower Farm, War Coppice Road, Caterham – Appeal was withdrawn

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. **APPROVED (FULL)**

TA/2011/1402                      42 Harestone Valley Road  
Conversion of garage to habitable accommodation. (Certificate of Lawfulness for a Proposed Development) **CLOPUD – PP NOT REQUIRED**

TA/2011/150                      Hatchlands, Harestone  
Demolition of existing garage and erection of single storey side extension. **APPROVED (FULL)**

TA/2011/1496                      Stanstead House, 136 Stanstead Road,  
Erection of first floor extension over existing garage and conversion to annexe with pool house/gym and guest accommodation. **REFUSE**

2011/1609/TPO 5 Loxford Road,  
 TPO 3 (C & W) - Prune tree height and branch spread to 70% of existing. **APPROVED BY LETTER**

**5. Minutes of the previous meeting**

The Minutes of the meeting held on 11 January were signed by the Chairman.

**6. Matters Arising**

1. Marie Curie Site Visit

Cllr. Lavington reported that he had attended the site visit with the Planning Committee. The site had been marked out to show the extent of the development which was appreciated by all who attended as it highlighted the impact on the local residents including the dangerous access.

2. Rose & Young Meeting

As none of the Councillors who attended the meeting were present Clerk was requested to contact Julia Church at the Independent for an update. The reply was subsequently circulated to CVPC. **Clerk**

3. Post Box in Caterham

Cllr. Lavington to contact MP Sam Gyimah. Clerk to email Post letter to Cllr. Lavington. **Clerk**  
 Cllr. Lavington will also liaise with Andrew Browne.

4. Elections

Clerk has contacted Hazel Oakley regarding the election process. A timetable of events and actions will be sent out shortly. **Noted**

5. Annual Parish Meeting

Clerk is still trying to book the Soper Hall for the Annual Parish Meeting. Cllr Servant to speak to relevant individual at the Soper Hall meeting to ascertain booking procedure. **JS/Clerk**

**7. Reports Part 2**

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

1. Clerk wishes to attend "fast-track" days to enter for the Certificate in Local Council Administration. Clerk seeks Council's approval. Further information and cost awaited. **Councillors agreed the Clerk can do the course plus possibly provide a venue at CVPC cost which would be cheaper than the course fee.**
2. Training for Councillors. **Cllr. Hammer suggests that all Councillors new and existing should attend refresher course after the Parish elections.**

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

|                 |  |            |
|-----------------|--|------------|
| <b>8 Feb</b>    | <b>CVPC Meeting</b>  | <b>ALL</b> |
| 13 February     | Soper Hall Group AGM 6pm                                     |            |
| 13 February     | Caterham Community Partnership AGM 8pm                       |            |
| 20 February     | Festival Committee meeting - Chaldon                         |            |
| 28 February     | Festival AGM – Soper Hall – 7 for 7.30pm                     |            |
| 13 March        | Appeal on Social Services & Adult Education Centre           |            |
| <b>14 March</b> | <b>CVPC Meeting</b>  | <b>ALL</b> |
| <b>11 April</b> | <b>CVPC Meeting</b>  | <b>ALL</b> |
| 20 April        | Localism Conference – East Grinstead                         |            |
| <b>9 May</b>    | <b>CVPC Meeting</b>  | <b>ALL</b> |
| <b>23 May</b>   | <b>Annual Parish Meeting</b>                                 | <b>ALL</b> |
|                 | <b>Carnival Meeting 1<sup>st</sup> Thursday of the month</b> |            |
| 3 June          | Jubilee Street Party   |            |
| 4 June          | Concert at St Marys  |            |
| 10 June         | Food Festival  |            |

## 7.2 Chairman's Report

New Standards Regime - Localism Act 2011

Cllr Hammer reported that in view of the New Standards/Localism Act; the Clerk contacted Clive Moore at TDC who advised that the CVPC not finalise their new Standing Orders until the New Standards are approved and training to Councillors has been given.

Cllr Hammer requested that all report pot holes when identified. **ALL**

Website – Clerk was requested to contact Tim Lomas regarding the website and liaise re content, photos, links etc. Photos to be taken at next Parish Council. **Clerk**

Cllr Hammer confirmed that she had met with the Clerk regarding the Contract of Employment and will update as agreed. **HH**

Cllr Hammer updated councillors regarding the Precepts requested by other parishes. Clerk will find out why Whyteleafe is requesting such a substantial increase from £17,500 to £25,000. **Clerk**

An audit is being undertaken of the lights in the Valley.

The Clerk is requesting that the planters be tidied and replenished. Clerk is also obtaining quotes for the maintenance of the planters and hanging baskets. **Clerk**

All were requested to consider what more should or could be done to celebrate the Jubilee. Suggestions to be submitted to the Clerk. **ALL**

Clerk to contact Andy Parr regarding Festival dates of forthcoming meetings and events. **Clerk**

Clerk to contact Tim Evans – Scout District Commissioner to ascertain the possibility of local Involvement with the lighting of a Jubilee Beacon. **Clerk**

## 7.3 Parish Councillors' Report

Cllr Dean commented on the number of 'near misses' at the new roundabout and the low Visibility of the signs indicating a new road layout. It was also noted that the lights outside the railway station and Waitrose slip road are still not working although Murphys in that area when the Parish Council meeting was in progress. Comments were also made regarding the taxi drivers parking near the roundabout Cllr. Caudle updated the last meeting on the situation and the police are keeping a check on the position.

Cllr Servant raised concerns regarding the new recycling system which is costing £660k and Cllr Ingham nor the Parish Council has been consulted.

## 8 Finance

### 8.1 Payment of Accounts

The following cheques were signed at the meeting:

|                        |                               |          |
|------------------------|-------------------------------|----------|
| Caterham URC           | Room hire                     | £ 31.00  |
| Knights Garden Centres | Planters maintenance          | £ 60.00  |
| M Gibbins              | Net salary & office allowance | £ 434.09 |

Petty Cash payments made since last meeting:

There have been none

### 8.2 Review of Expenditure 2011-12

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

### 8.3 Other Financial Matters

Clerk reported that, regardless of the two sets of forms submitted to Lloyds bank, communications are still not being sent to the Clerk. Fully reconciled accounts will be circulated once statements have been received.

**9 Correspondence**

Letter from Caterham URC thanking the Parish Council for their donation to the repair of the church clock

**Chairman:**

**Date:**