

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 19 SEPTEMBER 2012
AT THE SOPER HALL, HARESTONE VALLEY ROAD, CATERHAM

Attendees:	Cllr. M Lincoln – Chairman	County Cllr. S Marks
	Cllr. J Servant	
	Cllr. M Dean	District Cllr. J Caudle
	Cllr. J Gaffney	District Cllr. B Connolly
	Cllr. M Jones	
	Cllr. P Roberts	Mrs M Gibbins - Clerk

AGENDA – PART 1

1. **Apologies for absence**
District Councillors Jane Ingham and Michael Cooper
2. **Declarations of Disclosable Pecuniary Interest:** To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interests, and whether the member regards the interest to be prejudicial under the terms of the new Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question. Anyone with a prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting. **There were none.**
3. **Public Participation** – issues raised by members of the public.
Helena Lucas won a gold medal. went to school in the valley. Parish to send letter of congratulations. **Clerk**
4. **Reports Part 1**
 - 3.1 **County Councillor's Report**
County Councillor Sally Marks reported that parish councils have new powers to purchase and look after grit bins; obviously there is a cost involved and this will need to be considered at budget time although there should be some cost saving against the County.

Parking consultation has finished and is going to local committee for ratification. Double yellow lines outside Marden Lodge school, Clareville Road, outside Morrisons, bottom of Tupwood Lane. WS Atkins are assisting with the writing of the consultation paper. SM will circulate to colleagues in November.

Chairman raised the issue of the parking in the 1 and 3 hour slots in Caterham Valley. The Chairman agreed to email County Councillor Marks with his comments. **ML**

Although Reigate & Banstead have saved the Council a large sum of money, if the service is not good then it is not value for money.

Comments were made regarding the new planning regulations and it was suggested all concerns should be made aware to Sam Gymiah. **All**
 - 3.2 **District Councillors' Report**
District Councillor Beverley Connolly reported that County Councillor Marks and herself had met with a local resident regarding his concerns of narrowing road due to overgrowth. It was agreed he has a valid issue and the cutting back of the bushes is recommended and County Councillor Marks has passed the request to TDC. **SM**

Marie Curie appeal - residents requesting funds for the consultancy they have used. It was pointed out that this request was on the agenda later. Appeal on 23 October and keen that as many as possible attend.

Caterham cars when appeal is known all to attend.

Rose and Young – Owners told to smarten up the site - 4 months time limit

East Surrey museum - funding required - Caterham on hill funding the childrens room.
A new sign required – This request is listed later in the agenda.

Waste control schedule being implemented. No roadshow in the valley as explained that officers time is too precious. Parish Councillor Mark Jones highlighted that Stafford Road residents up in arms as they are being forgotten, flats being built and the library may move. Lots of wheely bins have not been delivered but will be resolved before the collection deadline date. Bags are being given to people who are unable to have bins. Parish Councillor Jenny Gaffney to let District Councillor Jane Ingham aware of issues. **JG**

District Councillor Jill Caudle reinforced the Rose and Young issues, and the waste disposal situation.
Planning policy agenda; parking standards for new developments - most now minimums; sheltered still max, whilst expressed - parking will need to meet needs of residents.

5. Planning

4.1 Current Planning

The following Planning Applications were discussed at the Council Meeting on Wednesday 19th September 2012:

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

TA/2012/1059 154 Harestone Valley Road *Case Officer: Mr G Finch*
Erection of single storey extension to rear elevation. (Certificate of Lawfulness for a Proposed use or development) **No comment**

Applications Acknowledged as Valid Monday 20th August – Friday 24th August

TA/2012/1103 17 Weald Way, Caterham *Case Officer: Mr M Briant*
Erection of two-storey extension to south elevation. Enclose existing open porch to front elevation. **No comment**

TA/2012/1110 14 Aldercombe Lane *Case Officer: Mr Robin Evans*
Erection of single storey rear extension **No comment**

Applications Acknowledged as Valid Monday 27th August – Friday 31st August

TA/2012/952 25 Weald Way *Case Officer: Mr W Spencer*
Erection of single storey extension to rear elevation and open sided car port. (Certificate of Lawfulness for a Proposed development) **No comment**

TA/2012/1117 156 Stafford Road *Case Officer: Mr Robin Evans*
Formation of hardstanding **No comment**

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

TA/2012/1153/TPO 5 Loxford Way *Case Officer: Mr J Kitchener*
TPO 3 (C & W) – Fell Yew T1 to 3m and incorporate into boundary hedge. Replace with a new 10-12 sized Yew within location shown on application form. **No comment**

Applications Acknowledged as Valid Monday 10th September – Friday 14th September

TA/2012/1195 Tupwood Gardens *Case Officer: Mr Robin Evans*
Erection of 2m piers and entrance gates. (Certificate of Lawfulness for a Proposed Development) **No comment**

All planning applications including supporting documents and plans can be viewed at the Caterham alley Library and on the Tandridge Planning website on:

<http://e-access.tandridge.gov.uk/planning/aup.asp>. Just log on and follow the instructions.

4.2 Planning Appeals

TA/2011/1316 Marie Curie Hospice - thanks to Jackie Servant for effort. emailed
TA/2012/32 117a Commonwealth Road

TA/2012/505	32 Station Avenue - Jenny to draft appeal letter (1 Oct)	JG
TA/2012/513	76 Croydon Road - jenny to draft letter (? end Oct)	JG

4.3 **Planning Decisions**

TA/2012/381 35 Harestone Valley Road **APPROVED (FULL)**
Erection of two storey side extension to north east elevation and erection of single detached garage to south west elevation.

TA/2012/424 Quarry Mills, Quarry Road **ADVERTISEMENT CONSENT**
Display of 2 x non-illuminated fascia signs and 4 x non-illuminated freestanding signs

TA/2012/482 19 Station Avenue **REFUSE**
Partial conversion of lower ground floor for cycle and bin store. Part conversion of ground floor to residential. Erection of two storey extension to rear elevation to provide a total of 9 flats and erection of dormer window to rear elevation.

TA/2012/776 **APPROVED (FULL)**
Change of use of basement and ground floor from retail to radio station and community hub.

The following Appeal has been **ALLOWED** subject to the conditions listed:

TA/2011/1441 Flat 4, War Coppice Road – Erection of porch and first floor extensions

- 1) The development hereby permitted shall begin not later than three years from the date of this decision.
- 2) The development hereby permitted shall be carried out in accordance with the following approved plans: Site Location / Block Plan; Floor Plans & Elevations as Existing; Proposed First Floor and Porch Extension / Alterations: Rev 'B' (all dated March 2011).
- 3) The materials to be used in the construction of the external surfaces of the building hereby permitted shall match those used in the existing building.

4. **Minutes** of the previous meeting held on 8th August 2012 were agreed and signed as a true record.

Part 2 for information

19 September	Parish Council Meeting – Soper Hall	ALL
22 nd September	Councillor Briefing & Update/Chairmanship Course/New Clerks Battle, East Sussex	
27 th September	SCAPTC AGM and Conference – Dorking Halls	
10 October	Parish Council Meeting – Soper Hall	ALL
14 November	Parish Council Meeting – Soper Hall	ALL
17 November	Councillor Briefing & Update/Chairmanship Course/New Clerks Rowfant, Nr Crawley, West Sussex	
12 December	Parish Council Meeting – Soper Hall	ALL

5. **Clerk's Report – Part 1 for action**

5.1 Dates for future Parish Meetings – it was resolved that alternative rooms are available for the second Wednesday of every month. ML away in October, JG away in December

5.2 Declarations of Interest - issues from councillors, forms on website, spouses details have to be declared, forms must be completed. criminal law forms must be completed. not prepared to sign on behalf of spouses

5.3 Localism - Code of Conduct - dont have to name every charity involvement. Parish must adopt a Code of Conduct and report to TDC within 28 days.

5.4 Parish Website – Clerk to ascertain what it will take to get up and running before
Clerk the meeting on 10 October. Parish Councillor Mark Jones providing back up details. **MJ**

- 5.5 Parish Newsletter – Full page advert was placed in the Caterham Independent and the same will be displayed on the Parish Notice boards. Parish Councillor Jenny Gaffney explained the distribution of leaflets which is required for the Neighbourhood Plan. It was agreed Parish Councillors will deliver questionnaire and collect to Parish Roads **ALL**
- 5.6 Winter Maintenance – Caterham on the Hill maintain their grit bins and farmers clearing the the roads – The Parish Council gets money refunded from Surrey. Parish Councillor Pete Roberts suggested working with other parish councils to get the gritting process etc. It was agreed Peter Roberts would find out more information pertaining to costs, rebates, insurance and possible a case study before the Valley Parish Councillors make a decision. **PR**
- 5.7 New Homes Bonus - S106 payments, TDC to inform the Parish Council what has been paid and what hasn't. If developer does not build money has to be returned. The Parish Councillors know amounts involved and are aware that consultation should have been done. Parish Councillor Jenny Gaffney has a lot of information which is being pulled together. It was agreed the money should be spent on the Hill and in the Valley. **JG**
- 5.8 Councillors Training - Parish Councillor Jenny Gaffney is interested. Clerk to organise. **Clerk**
- 5.9 Surrey Hills Members Day - happy to go but not to host
- 5.10 Marie Curie Appeal – request for financial support. 7k spent by residents and requesting funding. The Parish Councillors agreed to provide financial support would be setting a dangerous precedent. The Parish Councillors voted unanimously against giving money. Clerk to inform the resident. **Clerk**
- 5.11 The Lengthsman clerk to investigate **Clerk**
- 5.12 Victim Support - letter tabled. It was agreed to make a donation of £100 pounds
- 5.13 East Surrey Museum – It was agreed to make a donation of £750 for a new notice board on basis it is publicly and visibly recognised that contributed by CVPC and the Parish can put notices on boards.
- 5.14 Football goals at Stafford Park - Friends of Stafford Road Park. Clerk to ascertain if acceptable to provide applicants details to the Friends. **Clerk**
- 5.16 Gatwick Airport consultation - scan and send **Clerk**
- 5.17 Soper Hall Christmas Fair – Being held on 1st December. The fair is open to local small businesses. Parish to have a stall and will donate £500 towards marketing. Parish Councillors will need to be available on the day. A list of stalls to be supplied. **Clerk**

6. Finance

6.1 Payment of Accounts

The following cheques were signed at the meeting

Knights Garden Centre	Planters maintenance	£ 60.00
M Gibbins	Net Salary & Office Allowance	£ 434.09
De Stafford Sports Centre	Hire of Soper Hall	£ 20.00
Caterham Publishing Ltd	Full page Advert	£ 354.00
Festive Lighting	Christmas Lights	£3,600.00
M B Gibbins	Stationery Expenses	£ 17.89
HM Revenue & Customs	PAYE & NI (already paid)	£ 599.32

6.2 Review of Expenditure – August 2012

Parish Councillor report

Parish Councillor Jackie Servant - attended Neighbourhood Plan Meeting, CR3Forum at Tesco, She is meeting with director of public health on 3rd October

Parish Councillor Peter Roberts attended the Caterham on the Hill Parish Council meeting

Parish Councillor Jenny Gaffney – attended Neighbourhood Plan meeting, health education and police group. more help is required on the Neighbourhood Plan groups. Residents questionnaire meeting. The CR3 Forum shop front has been designed and is housed in the former dress shop on Croydon Road.

Parish Councillor Margaret Dean – has had discussions with a local resident regarding overgrowth on back roads

Chairman's Report

The Chairman had raised his issue with the County Councillor earlier in the meeting.

6. **Correspondence** – to be noted but all documents available for the meeting
- a) Downlands Trust
 - b) SCC School Admissions Leaflets
 - c) Independent Full page advert

Meeting closed at 9:45

**MINUTES FROM PREVIOUS MEETINGS CAN BE VIEWED ON THE
CATERHAM VALLEY PARISH COUNCIL WEBSITE.
WWW.CATERHAMVALLEYPC.ORG.UK**