

**MINUTES OF THE MEETING FOR THE CATERHAM VALLEY PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 14<sup>th</sup> AUGUST 2013  
AT THE SOPER HALL HARESTONE VALLEY ROAD, CATERHAM**

**Attendees:** Cllr. M Lincoln – Chairman  
Cllr. M Jones  
Cllr. J Gaffney  
Cllr M Dean  
Cllr P Roberts  
Cllr J Servant

County Cllr. S Marks  
District Cllr. B Connolly  
District Cllr. M Cooper

Mrs M Gibbins - Clerk

**AGENDA – PART 1**

1. **Apologies for absence**  
District Cllr. J Ingham
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** – One member of the public was in attendance and raised the issue of DCLG report regarding the TDC response to planning applications. General discussion ensued; it was finally agreed that the Parish Councillors would attend the Policy Planning meeting on 12 September at TDC where the issue is being fully discussed. Clerk will circulate any correspondence received in advance of the meeting to all concerned; this will enable the Parish Council to discuss any issues at their next Parish Council meeting on 11<sup>th</sup> September. **Clerk**

**County Councillor**

County Councillor Sally Marks understanding is that the working group for Rose and Young will need to present their report to the Planning Policy Committee meeting on 12<sup>th</sup> September 2013. CC Marks also remarked that the Caterham Town Centre Working Group in 2003 focused on improvements to the town centre but not Rose and Young.

**District Councillors**

District Councillor Beverley Connolly reported that the Caterham town centre working group 2003 helped create A Better Caterham.

District Councillors Beverley Connolly and Michael Cooper reported a working group chaired by District Councillor Jane Ingham is being set up solely to devise an action plan in respect of the Rose and Young site and understand that the meeting on 12 September will constitute the working group for Rose and Young. It was felt that as the owner has tidied the site up the way forward with a working group would be beneficial however, the working group will make the decisions as to what is done on the site. All Caterham District Councillors will serve on the working group. Councillor Mark Jones to contact the District councillors to ascertain why the Parish Councillors have not been invited to contribute. **MJ**

4. 4.1 **Current Planning**  
**Applications acknowledged as valid Monday 15<sup>th</sup> July – Friday 19<sup>th</sup> July 2013**  
TA/2013/878                      3 Godstone Road                      *Case Officer: Ms V Riddle*  
Change of use from office (Class B1) to residential (Class C3). Erection of 2 storey extension over existing rear extension.  
**There is currently no parking provision on the site and with the addition of 2 residential flats this lack of parking will only exacerbate an already serious parking problem in Caterham.**  
**There does not seem to be any space allocated for bins.**

TA/2013/919                      202 Stafford Road                      *Case Officer: Miss S Milne*  
Installation of hard-standing, path and steps, to the front, north-west elevation  
**No Comment**

TA/2013/1007                      17 Greenhill Avenue                      *Case Officer: Mr C Hall*  
Erection of single storey side extension. (Certificate of lawfulness for proposed use or development)  
**Leave to Officers**

**Applications acknowledged as valid Monday 22nd July – Friday 26<sup>th</sup> July**

TA/2013/1019                      75 Harestone Hill                      *Case Officer: Mr C Hall*  
Erection of two storey extension to rear elevation  
**No Comment**

TA/2013/1001                      Land to r/o 2 Elgin Crescent                      *Case Officer: Mr Robin Evans*  
Demolition of existing garage/lean-to. Extension and conversion of building to residential dwelling (C3a). Installation of hard-standing.  
**No comment. Leave to neighbours**

**Applications acknowledged as valid Monday 29<sup>th</sup> July – Friday 2<sup>nd</sup> August**

TA/2013/1014                      109 Tupwood Lane                      *Case Officer: Mr Robin Evans*  
Erection of detached building accommodating garage/music studio. (Certificate of lawfulness for a proposed use/development)  
**Leave to officers**

TA/2013/1043                      138 Harestone Hill                      *Case Officer: Mr Robin Evans*  
Erection of pitched roof over existing flat roof dormer.  
**No Comment**

4.2      **Planning Appeals**  
None advised

4.3      **Planning Decisions by Tandridge District Council**

TA/2013/470                      25 Livingstone Road                      **APPROVED/FULL**  
Erection of two storey rear extension. Installation of roof light to rear roof slope.

TA/2013/568                      109 Tupwood Lane                      **APPROVED/FULL**  
Demolition of part single storey/part two storey rear additions and single storey side addition and removal of pitched roof. Erection of part single storey/part two storey side and rear extensions.

TA/2013/126/cond1      Caterham School                      **APPROVAL DETAILS**  
Details pursuant to condition 3

TA/2013/594                      7 Greenhill Avenue                      **CLOPUD – PP NOT REQ.**  
Erection of single storey rear extension (Certificate of Lawfulness for a proposed development)

TA/2013/662                      36 Stafford Road                      **APPROVED/FULL**  
Erection of single storey extension to side elevation and detached garage

TA/2013/764                      4 and Land at 5 Loxford Way                      **APPROVED/FULL**  
Demolition of existing dwelling. Erection of 2 x semi-detached dwellings and 2 x detached dwellings.

**Minutes** of the previous meeting held on 10th July 2013 were signed as a true record.

**4. Clerk's Report – Financial matters only**

Clerk reported a request had been received for funding from the Old Caterhamians Youth Academy. Prior to a decision being made it was agreed that further information is required and the applicant to be invited to the next meeting to table his case. **Clerk**

Clerk tabled the proofs for the header of the new notice boards. It was agreed two further proofs are required. Clerk to request new wordings. **Clerk**

The Parish Councillors expressed concern that the Parish Council is charged planning fees by TDC to replace the notice boards.

The meeting regarding Localism was discussed. It was agreed the Clerk would arrange a meeting with Whyteleafe Village Council to discuss the topic further. **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/expenses	£ 688.01
Tandridge District Council	Fee for advertisement – notice boards	£ 110.00
Viking Direct	Ink cartridges	£ 137.68
Gillett & Johnston (Croydon)	Rotary clock repair	£ 240.30
Soper Hall Community Ctre Ltd	Hall hire	£ 60.01

6.2 Review of Expenditure – July 2013

6.3 Other Financial Matters

**7. Any Other Urgent Business**

<b>11 September</b>	<b>Parish Council Meeting – Soper Hall (meeting room)</b>	<b>ALL</b>
<b>12 September</b>	<b>Policy Planning Meeting – TDC, Oxted</b>	
<b>9 October</b>	<b>Parish Council Meeting – Soper Hall</b>	<b>ALL</b>
<b>13 November</b>	<b>Parish Council Meeting – Soper Hall (meeting room)</b>	<b>ALL</b>
<b>11 December</b>	<b>Parish Council Meeting – Soper Hall</b>	<b>ALL</b>

The meeting ended at 2045

**MINUTES FROM PREVIOUS MEETINGS CAN BE VIEWED ON THE CATERHAM VALLEY PARISH COUNCIL WEBSITE. [WWW.CATERHAMVALLEYPC.ORG.UK](http://WWW.CATERHAMVALLEYPC.ORG.UK)**