

**MINUTES OF THE MEETING OF THE
CATERHAM VALLEY PARISH COUNCIL HELD ON WEDNESDAY 10TH SEPTEMBER 2014
AT THE SOPER HALL HARESTONE VALLEY ROAD, CATERHAM**

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

County Cllr. S Marks
District Cllr. B Connolly
Mrs M Gibbins - Clerk

AGENDA – PART 1

1. **Apologies for absence**
Parish Cllr. Peter Roberts, District Cllrs. Jill Caudle, 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. **Councillors must update the Clerk of any changes as soon as they occur.**
There was none. All the Parish Councillors were supplied with a new declaration form for completion and submission to the clerk.
Action: All Parish Councillors to complete new declaration forms and submit to the Clerk
3. **Public Participation – a period of up to, but no longer than 15 minutes, to hear questions or statements from members of the public. Individuals are allowed to speak for a maximum of 3 minutes.**
There were no members of the public or press present.
4. **Reports Part 1**
 - 4.1 **County Councillor's Report** – County Councillor Sally Marks confirmed the roundabout in Caterham Valley is taking a long time to repair however, it is thought a patch is not possible as the damage is quite extreme. MJ enquired whether funds were available from the 'Shabby to Smart' fund however this was not the case. Clerk confirmed funds are available however time and manpower has to be allocated. County Cllr Marks reported that top coating the roads had to take priority. The parking situation on Grange Road is being monitored. Yellow lines on Harestone Hill are still to be undertaken. There has been a change of Head at local schools however, this is also happening nationally due to Heads all being of a certain age. Whyteleafe School is about to become an academy. CC Marks confirmed she is trying to improve the line of communication between County and the Academy schools.
 - 4.2 **District Councillors' Report**
District Councillor Beverly Connolly confirmed there is LEP money available for the Rose & Young site. The Caterham Town Centre Working Group is reconvening and all will be invited to the meeting. TDC has allocated £500,000 towards Rose & Young and the Oxted Gas holder. Village Developments is taking TDC to court. District Councillor Geoffrey Duck is pushing the CR3 Forum and NP forward. District Cllr Connolly is following up the situation regarding the field at Caterham School. The situation with the unauthorized use of offices at the ex Marie Curie Site is ongoing. There is the first meeting of the new board for Soper Hall on Thursday 11th September.
5. **Planning**
 - 5.1 **Current Planning**

The Following planning applications to be discussed at the Council Meeting on Wednesday 10th September 2014

Applications acknowledged as valid Monday 21st July – Friday 25th July 2014

TA/2014/1107 Tillingdown Farm, Tillingdown Lane *Case Officer: Ms M Taylor*

Demolition of existing buildings and erection of 13 dwellings

Caterham Valley Parish Council has concerns about access onto the A22. All cars accessing the A22 will have to go to Godstone and then travel north if they wish to go to Croydon or London, cars coming from Godstone will have to go to Wapses Lodge and then travel south. This is not a good site for development as there is also possibly land contamination from previous uses of the site. There should be clear markings or an accident could occur.

Any and all current public bridleways and footpaths should remain accessible and unaffected by this development.

Applications acknowledged as valid Monday 28th July – Friday 1st August 2014

TA/2014/1222/NH 281 Croydon Road *Case Officer: Miss H Jenkins*

Demolition of existing rear extension. Erection of single storey rear extension measuring 4.2 metres deep with a maximum height of 3 metres and an eaves height of 3 metres. (Notification of a Proposed Larger Home Extension)
Leave to Officers

Applications acknowledged as valid Monday 4th August – Friday 8th August 2014

TA/2014/1193 Caterham School *Case Officer: Ms V Riddle*

Erection of two storey extension to north west elevation of Humphreys Hall to provide additional performance and rehearsal spaces.
No comment

TA/2014/1206 Land adj 2 Elgin Crescent *Case Officer: Mr Robin Evans*

Demolition of existing garage/lean-to and main structure. Erection of two storey 2-bed residential dwelling (C3A) and formation of hard surfacing.

Caterham Valley Parish Council would request that the concerns of the local residents to this site are taken into consideration. Parking is an issue if this application is in addition to an already existing residential dwelling as it should have an extra 2 spaces.

Applications acknowledged as valid Monday 11th August – Friday 15th August 2014

TA/2014/1238 Caterham School *Case Officer: Ms M Taylor*

Erection of extension to side elevation of school lodge.

The Parish Councillors object to this application as it is out of character and out of keeping with the existing building.

TA/2014/1080 Lady Esquire, 1 Station Avenue *Case Officer: Mr Robin Evans*

Erection of single storey extension to south elevation

The Parish Councillors object to this application as there is no additional parking facility and the proposed space is currently used for parking. This amounts to overcrowding of the site.

Applications acknowledged as valid Monday 18th August – Friday 22nd August 2014

TA/2014/1307/TPO Open Space, The Clares *Case Officer: Mr S Hearn*

TPO 1, 1995 (T) – Fell 1 Ash & 1 Goat Willow

Leave to arboriculturist

TA/2014/1302 18 Mount Pleasant Road *Case Officer: Miss S Milne*

Erection of single storey extension and dormer window to northwest elevation. Conversion of loft into habitable accommodation. (Certificate of Lawfulness for a Proposed Use or Development).

Leave to Officers

Applications acknowledged as valid Monday 25th August – Friday 29th August 2014

TA/2014/1317 43 Beechwood Road *Case Officer: Miss S Milne*

Part demolition of existing rear extension. Erection of single storey rear extension with 2 roof lights to rear roof slope.
No Comment

Applications acknowledged as valid Monday 1st September – Friday 5th September 2014

TA/2014/1366 Orbital house, 85 Croydon Road *Case Officer: Ms M Taylor*

Addition of one flat at the lower ground floor level of existing building
No Comment

TA/2014/1367 Orbital House, 85 Croydon Road *Case Officer: Ms M Taylor*

Erection of second floor extension, 7 balconies to rear elevation, 3 replacement dormer windows to front

elevation and alterations to fenestrations

The Councillors agreed the plans do not show what the building is going to look like so require further detail to make an informed decision.

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

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

5.2 Planning Appeals

TA/2014/12 – Harestone Heights, 16 Woodland Way

5.3 Planning Decisions by TDC

The following appeal has been ALLOWED subject to any conditions shown

Land at former 126 & 128 and to the rear of 116 Harestone Hill, Caterham – Erection of a detached house served by the access approved under application ref TA/2013/1196 - TA/2013/1783:

- 1) The development hereby permitted shall begin not later than three years from the date of this decision.
- 2) This decision relates to drawings numbered HH/P12/01 Rev A scanned on 18 December 2013 and drawings numbered HH/P12/02 and HH/P12/03 scanned on 09 December 2013. The development shall be carried out in accordance with these approved drawings. There shall be no variations from these approved drawings without the prior written approval of the District Planning Authority.
- 3) Before any works affected thereby are begun, particulars and/or samples of materials to be used on the external faces of the development hereby permitted shall be submitted to and approved in writing by the District Planning Authority and the development shall be carried out in accordance with the approved details.
- 4) No development shall take place until full details of both hard and soft landscape works to include: all proposed and retained trees, including the tree proposed as a replacement for the felled mature beech; hedges and shrubs; ground preparation; planting specifications and ongoing maintenance, have been submitted to, and approved in writing by, the District Planning Authority. These works shall be carried out as approved in the first planting and seeding season, following the completion, or occupation, of any part of the development (whichever is the sooner), or otherwise in accordance with a programme to be agreed. Any trees or plants which within a period of 5 years from the date of planting, die, are removed, or, in the opinion of the District Planning Authority, become damaged or diseased, shall be replaced in the next planting season with others of similar size and species, unless the District Planning Authority gives written consent to any variation.
- 5) No demolition, site clearance or building operations shall commence until tree protection details, relating to all stages of development, for the protection of all trees, hedges and shrubs to be retained on site has been submitted to and approved in writing by the District Planning Authority. These details shall observe the principles embodied within BS 5837:2012 (Trees in relation to design, demolition and construction — Recommendations), shall be implemented prior to any works commencing on site, shall be retained during the course of development, and shall not be varied without the written agreement of the District Planning Authority. In any event, the following restrictions shall be strictly observed unless otherwise agreed by the District Planning Authority:
 - (a) No bonfires shall take place within the root protection area (RPA) or within a position where heat could affect foliage or branches.
 - (b) No further trenches, drains or service runs shall be sited within the RPA of any retained trees.
 - (c) No further changes in ground levels or excavations shall take place within the RPA of any retained trees.
- 6) Before the development is occupied the proposed vehicular access to Bradenhurst Close shall be constructed in accordance with the approved plans, all to be permanently maintained to a specification to be agreed in writing with the Local Planning Authority.
- 7) No new development shall be occupied until space has been laid out within the site in accordance with the approved plans for cars to be parked and for vehicles to turn so that they may enter and leave the site in forward gear. The parking/turning area shall be used and retained exclusively for its designated purpose.
- 8) No development shall start until a Construction Transport Management Plan to include details of:
 - (a) parking for vehicles of site personnel, operatives and visitors.
 - (b) loading and unloading of plant and materials storage of plant and materials.
 - (c) vehicle access and routing.
 - (d) measures to prevent the deposit of materials on the highway have been submitted to and approved in writing by the Local Planning Authority. Only the approved details shall be implemented during the construction period.

9) Before the commencement of the development hereby permitted, a detailed method statement and programme for the translocation of common reptile species from the site to a secure and fully ready receptor site shall have been submitted to and agreed in writing in advance by the District Planning Authority. The method statement shall include details of the methods and timescales for the collection of the reptiles from the site, the steps necessary for preparing the receptor site and certifying it as ready to receive reptiles, the means of managing the receptor site for 10 years after the translocation is completed and a programme for monitoring and reporting the success of the receptor site during that period. The development shall thereafter be carried out in accordance with the approved details.

10) Before the commencement of the development hereby permitted, details of a scheme for encouraging slow worms and common lizards to re-colonise the site after development and for managing the land as a suitable habitat for such species shall be submitted to and approved in writing by the District Planning Authority. The development shall thereafter be carried out in accordance with the approved details.

11) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking and re-enacting that Order with or without modification) no form of enlargement of the dwelling(s) hereby permitted shall be carried out without the prior permission in writing of the District Planning Authority.

12) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking that Order with or without modification) no buildings shall be erected without the prior permission of the District Planning Authority.

13) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking and re-enacting that Order with or without modification) the garages proposed as part of the development hereby permitted shall always be available for the parking of domestic motor vehicles.

14) Prior to the first occupation of the dwellings hereby permitted the solar panels as specified in the application details shall be installed and this system shall thereafter be retained in accordance with the approved details, unless otherwise agreed in writing by the District Planning Authority.

15) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking or re-enacting that Order with or without modification) no windows/dormer windows shall be inserted into the north facing roof of plot 14 hereby permitted apart from those expressly authorised as part of this permission.

TA/2014/64

2 Loxford Road, Caterham Surrey CR3 6BH
Erection of shed

APPROVED (FULL)

TA/2014/515

Woodland House, Tupwood Lane, Caterham CR3 6ET
Reinstate and extend secondary driveway from east entrance and erection of 1.8m high post and gates. (Certificate of Lawfulness for a Proposed Development).

CERT.PROP.USE.ALLOWED

TA/2014/852

141 Harestone Valley Road, Caterham CR3 6HS
Demolition of existing detached double garage and rear conservatory. Erection of a 2 storey side extension and single storey rear extension.

APPROVED (FULL)

TA/2014/885/TPO

6 Strathmore Close, Caterham CR3 5EQ
TPO 65 (C & W) – Reduce crown of 1 sycamore by 2m to leave finished height of 12m & spread of 6m. Reduce crown of 1 Ash by 3m to leave finished height of 13m & spread of 5m

APPROVED BY LETTER

TA/2014/897

77 Cromwell Road, Caterham CR3 5JF
Conversion of loft space into habitable accommodation (Certificate of Lawfulness for a Proposed Development).

CLOPUD – PP NOT REQUIRED

TA/2014/903

51 Cromwell Road, Caterham CR3 5JE
Erection of first floor extension to rear elevation

APPROVED (FULL)

TA/2014/922

29 Alexander Crescent, Caterham CR3 5ZG
Erection of dormer window to rear roof slope

REFUSE

TA/2014/764/Cond2**APPROVAL DETAILS**

4 and Land at 5 Loxford Way, Caterham CR3 6BX
 Details pursuant to conditions 6, 7 & 9 of planning application TA/2013/764

TA/2014/936**APPROVED (FULL)**

51 Stafford Road, Caterham CR3 6JG
 Demolition of existing single storey extension. Erection of two storey extension to rear elevation, detached double garage to front of property with new drive.

TA/2014/974**APPROVED (FULL)**

30 Harestone Hill, Caterham CR3 6DG
 Erection of two storey side extension to provide additional double garage with playroom over

TA/2014/988**REFUSE**

9 Dunedin Drive, Caterham CR3 6BA
 Erection of first floor extension to side elevation

TA/2014/996**CLOPUD - PP NOT REQUIRED**

15A Godstone Road, Caterham CR3 6RE
 Change of use from A2 (Office) to C3 (dwelling). (Certificate of Lawfulness for a Proposed use or development)

TA/2013/764/Cond3**APPROVAL DETAILS**

4 and Land at 5 Loxford Way, Caterham CR3 6BX
 Details pursuant to condition 3 (Materials amendment)

6. **Minutes** of the meeting held on 13th August 2014 weresigned as a true record.

7. Reports**7.1 Clerk's Report - Part 1 for action**

- i) **Christmas lights/programme/budget** - Planning is underway for the switch on of the Christmas lights and associated activities. It was agreed a budget of £1000 would be allocated to this event.
- ii) **Newsletter** - all submissions for inclusion to be with the Clerk by 1st October.
Action: Clerk to contact printer and book insertion in Caterham Independent.
- iii) CVPC logo- Street youth has been closed for August
Action: MJ to follow up
- iv) Caterham roundabout -Clerk reported she has received a letter from a local resident complaining about the condition of the Valley roundabout. The Parish Council is disgusted that the roundabout has been in a state of disrepair since February 2014 and the tardiness of SCC to repair it. The Clerk confirmed that she has been chasing SCC regarding the condition of the roundabout for the last 6 months.
Action: Clerk to contact SCC again and obtain a date for repair.
Action: Clerk to contact Knights Garden Centre to request the replanting once the repair is completed.
Action: Clerk to contact SCC regarding the large pothole at the exit to the Caterham Valley library. This pothole has been reported numerous times to date however, no action has been taken by SCC.
- v) Funding request from Kent Surrey Sussex Air Ambulance - It was agreed to donate £250.
Action: Clerk to arrange

Part 2 for information

8 October	Parish Council Meeting - Soper Hall	ALL
12 November	Parish Council Meeting - Soper Hall	ALL
29 November	Switching on of Christmas Lights	ALL
10 December	Parish Council Meeting - Soper Hall	ALL
14 January 2015	Parish Council Meeting - Soper Hall	ALL
11 February	Parish Council Meeting - Soper Hall	ALL

11 March	Parish Council Meeting – Soper Hall	ALL
8 April	Parish Council Meeting – Soper Hall	ALL
13 May	Parish Council Meeting – Soper Hall	ALL
10 June	Parish Council Meeting – Soper Hall	ALL
8 July	Parish Council Meeting – Soper Hall	ALL
12 August	Parish Council Meeting – Soper Hall	ALL
9 September	Parish Council Meeting – Soper Hall	ALL
14 October	Parish Council Meeting – Soper Hall	ALL
11 November	Parish Council Meeting – Soper Hall	ALL
9 December	Parish Council Meeting – Soper Hall	ALL

7.2 Chairman's Report

The Chairman had nothing to report which had not been covered earlier in the meeting.

7.3 Parish Councillors' Reports

JG - attended a Steering Group meeting

MJ - attended Christmas Lights meeting; attended the 'launch' of the goal posts at Stafford Road Rec; liaised with HAGS-SMP in the absence of the Clerk regarding the fitness equipment. County Councillor Marks and her husband has donated a line marking machine for the marking of the football 'pitch' at Stafford Rec. Parish will provide the paint with the outstanding allocated funds for the goal posts. MJ expressed concern that the goal nets are stored by a Stafford Road family and the liability of injury if the nets are not removed when not in use.

Action: Clerk to contact Parish insurers.

JS - nothing that was not covered earlier in the minutes.

MD - attended Christmas Lights meeting.

It was agreed the Clerk will send a written response to the local resident who has submitted questions pertaining to the Soper Hall

Action: Clerk to write to resident

8. Finance

8.1 Payment of Accounts - The following cheques were signed at the meeting

Knights Garden Centre	Planters maintenance & new plants	£ 60.00
M Gibbins	Net Salary/ Office Allowance/expenses	£ 639.19
Soper Hall Community Ctre	Room Hires	£ 20.00
Tandridge District Council	Supply and install football goals	£ 1,139.00
Gillett & Johnston	Replacement of faulty motor to clock	£ 223.20
HAGS SMP	Exercise Equipment	£12,000.00
HMRC	PAYE/NI	£ 528.71

8.2 Review of Expenditure – tabled and reviewed

9. Correspondence – to be noted but all documents available for the meeting

Care & Support Booklet

Meeting closed at 21:15

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