



**MINUTES OF THE MEETING OF THE
CATERHAM VALLEY PARISH COUNCIL HELD ON WEDNESDAY 8TH APRIL 2015
AT THE SOPER HALL HARESTONE VALLEY ROAD, CATERHAM**

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

AGENDA – PART 1

1. **Apologies for absence**
Cllr P Roberts due to travel problems

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.
Cllr. Margaret Dean declared a pecuniary interest in application TA/2015/449 as part of the application is her property. Cllr Dean left the meeting whilst the public participation took place and when, following the public session, the Parish Councillors considered the application.

3. **Public Participation** – 32 members of the public and 1 member of the press attended the meeting regarding the application TA/2015/449. Three residents had been allocated time to speak. The first 2 residents expressed their serious concerns regarding the application and requested that the Parish Council object to the application.
The third resident demanded that Cllr Dean be forced to resign her position as Parish Councillor as, by submitting an application for development, she is not representing the views of the residents who elected her. The Chairman stressed that Cllr. Dean is within her right to submit a planning application and has adhered to the rules laid down and as a Parish Councillor is a volunteer and will not be forced to resign her position from the Parish Council.
Residents thanked the speakers for representing their views and serious concerns.
The Chairman thanked the residents for attending the meeting and confirmed that the Parish Council would be objecting to the application.

4. **Reports Part 1**
 - 4.1 **County Councillor's Report**
County Cllr. Sally Marks – attended the funeral of Olive Woods a former Caterham Valley Parish Council Chairman and suggested the Parish Council may wish to include a tribute in the next Parish newsletter. The planning application TA/2015/449 has been raised with Surrey Highways and Cllr Marks is following it up.
The next parking consultation is about to commence and consideration needs to be given when planning applications are received for Grange Road.
Cllr Marks was pleased to announce that all Surrey Fire and Rescue vehicles now carry portable defib machines.
Trading Standards are well regarded nationally and to cut costs on administration are joining forces with Buckinghamshire.
St Catherine's hospice fashion show at Caterham School raised in the range of £2500. Make a Will week is being held during 11 – 22 May and rather than pay the solicitor the fee goes to St Catherines.
Action: Clerk to publicise on website
STREET youth centre is in need of volunteers. There is the hope that the centre will possibly be opening on Fridays in the near future.

4.2 District Councillors' Report

District Cllr. Jill Caudle – reported that the subject of a blue badge space outside the new post office will hopefully be considered during the parking consultation.

Bronze Oak application appeal was turned down. Retention of . Para 24 accept the internal layout of HAELA is replacing the SHLAA

District Cllrs. Caudle and Ingham had met with TDC regarding Tillingdown and Timberhill play areas. A local business is providing some funding towards the Timberhill area.

District Cllr. Michael Cooper - reported that TDC has not increased its rates. TDC are looking to make more money from the money they have by investing in other areas. The former Marie Cure site application has been turned down. The Caterham Town Centre Working Group are looking to source money to support the activities they are planning.

5. Planning

5.1 Current Planning

The following planning applications were discussed at the Council Meeting on Wednesday 8th April 2015.

Applications acknowledged as valid Monday 9th March – Friday 13th March 2015

TA/2015/484/TPO 126 Harestone Hill *Case Officer: Alastair Durkin*

TPO 21, 2006 (T) – Fell: G1 (1 x Holly, hazel, Yew, Norway maple); G2 (1 x Ash, Norway maple, fallen sycamore); G4 (1 x Ash, Hazel, Hawthorn, 2 x Spindle, 3 x Elder, 3 x Norway maple); G5 (8 x western red cedar); T1 (Horse Chestnut), T2 (Paper bark maple)s

Caterham Valley Parish Councillors expressed serious concern regarding the destruction of so many trees and the destruction of the area. The Parish Councillors object strongly to this application and request that further Tree preservation orders be allocated to the trees in the area to protect them.

TA/2015/453 170 Burntwood Lane *Case Officer: Robin Evans*

Alterations to the existing dwelling to include the demolition of two storey side extension, erection of two storey rear extension and alterations to the roof and erection of dwelling.

Caterham Valley Parish Council is aware that concern has been raised by the neighbours and are willing to leave the decision to the neighbours and Officers.

TA/2015/317/TPO 166 Stafford Road *Case Officer: Steve Hearn*

TPO 28, 2007 (T) – Reduce height of 1 group of Cypress to approx 12-15m

Leave to arboriculturist

TA/2015/290/TPO 142 Stafford Road *Case Officer: Steve Hearn*

TPO 28, 2007 (T) – Reduce height of 1 group of Cypress and 1 Sycamore to a residual height of 7.5m

Leave to arboriculturist

Applications acknowledged as valid Monday 16th March – Friday 20th March 2015

TA/2015/516 87 Beechwood Road *Case Officer: Stephanie Milne*

Erection of single storey side/rear extension

No comment

TA/2015/525 6 The Clares *Case Officer: Helen Jenkins*

Demolish and rebuild section of retaining wall.

No comment

TA/2015/531/TPO Open Space, The Clares *Case Officer: Alastair Durkin*

TPO 1, 1995 (T) – Fell 1 Goat Willow

Leave to Arboriculturist

TA/2015/449 72 & 74 Harestone Hill *Case Officer: Vivienne Riddle*

Demolition of dwellings. Erection of 22 flats (3 x 1 bed and 19 x 2 bed) with associated access and parking. (Outline)

Caterham Valley Parish Council is aware that a considerable number of residents have raised objections.

Caterham Valley Parish Council objects to this development for the following reasons that are supported generally by Tandridge District Council Core Strategy policies CSP18 Character and Design) and CSP 19 (Density), and more specifically by the Harestone Valley Design Guidance:-

1. **Character.** This application represents a totally inappropriate development in what is essentially a semi-rural location with predominantly individually designed detached houses on a residents-maintained unadopted road of very distinct character, without pavements. Mature trees and vegetation line the road especially from the Loxford Road junction and upwards towards the open countryside and woodlands beyond.
2. **Over Development.** Replacing two bungalows with 22 flats, accommodating an estimated 84 residents, and 31 car spaces is over development of the site totally out of character with the surrounding area which would set a precedent for further development of high density flats where there is now none, resulting in the urbanization of Harestone Hill.
3. **Parking Provision.** There is insufficient car parking for this development no doubt resulting in cars parking on Harestone Hill, an unadopted road, which at the point of the proposed development is reduced in width in comparison to lower down the hill. S.C.C. Highways have raised no objections, and we wonder if they have visited the site and considered the knock-on effect of inadequate parking provision
4. **Parking and Frontage.** Design Principle SS1 in the Harestone Valley Design Guidance states that development frontages should typically be bounded by hedges and buildings set back behind planted front gardens and not car parking as in this application. Design Principle SS2 states parking should be designed to integrate into the development and be virtually unimposing; this has been disregarded in regards to the car parking in all areas.
5. **Impact of Building Mass.** To replace two bungalows with a back land development of a bulky building of four storey flats with virtually no amenity space is in total contravention of 7.6 of The Harestone Design Guidance where it is stated back land development should be avoided to retain the open wooded character of the area.

The loss of garden space is regrettable, and the height and bulk of the proposed flats will dominate the dense, uninterrupted tree cover which would be detrimental to the views from distant points outside the immediate vicinity and from across the valley.

6. **Sewerage and Drainage.** Sewage and water issues have not been addressed in the application details and there is concern that the existing sewer system will be unable to cope, Thames Water must be consulted.

Very importantly, Tandridge District Council adopted the supplementary planning documents The Harestone Valley Design Guidance and The Harestone Valley Character Assessment in March 2011 and they should be adhered to.

Caterham Valley Parish Council recommends that this application should be refused.

TA/2015/487
Formation of hardstanding
No comment

75 Crescent Road

Case Officer: Helen Jenkins

TA/2015/497

9 Beechwood Road

Case Officer: Wayne Spencer

Hip to gable roof extension to south east elevation in association with conversion of loft space to habitable accommodation. (Certificate of Lawfulness for a Proposed Use or Development)

Leave to officers

TA/2015/563/NC

Bronzeoak House, Stafford Road

Case Officer: Robin Evans

Change of use from Class B1(a) (office) to Class C3 (dwelling). (Prior approval Class J Part 3 Schedule 2)
Caterham Valley Parish Council object to this application as it is the loss of commercial business and employment in Caterham – Orbital House, Valley Pub, Caterham Cars, Adult Education Centre and Social Services Centre have all gone to residential development.

The previous application was turned down at appeal and the inspector at the appeal hearing said 'I have found that the proposed is not acceptable in relation to the loss of the existing commercial

use and I conclude that the failure to satisfy the requirements of Policies CSP22 and DP4 is not outweighed by the considerations in favour.’ Furthermore the inspector at the appeal hearing also said “I accept that the internal layout of the building is such that it could not easily be converted to residential properties or open plan offices and there is no room for expansion”

This application retains the building and turns it into 5 units. The plans in the last application were for the demolition of the building and creation of 34 units with 53 parking spaces. However, we have no doubt that should this change of use application be approved, the developer will further apply to enlarge the current proposal.

We therefore request that this application is refused.

Applications acknowledged as valid Monday 23rd March – Friday 27th March 2015

TA/2015/607

16 Markville Gardens

Case Officer: Helen Jenkins

Erection of single storey side/rear extension.

No comment

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/2014/1388	6 Godstone Road, Caterham – Change of use from shop (Class A1) to Ladies Health Centre (Class D2)
TA/2014/1344	78-80 Croydon Road, Caterham – Conversion of shop into 1 x flat and 1 x studio flat
TA/2014/533	102 Stafford Road – Demolition of existing garage. Erection of semi-detached dwelling.
TA/2014/1558	Beechwood, 58 Dome Hill - Erection of pitched roof over existing garage to form habitable accommodation in loft space

5.3 Planning Decisions by TDC

The following appeal has been dismissed:

TA/2014/644

Bronzeoak House, Stafford Road

Demolition of existing office building. Erection of 34 flats (28 x 2 bed and 6 x 1 bed) with associated parking and landscaping

6. **Minutes** of the previous meeting held on 11th March 2015 were agreed and signed as a true record.

7. Reports

7.1 Clerk’s Report – Part 1 for action

- i) Newsletter – the latest copy of the newsletter is being distributed within the Caterham Independent in time for the Annual Parish Meeting..
- ii) Annual Parish Meeting - 13th May 2015. Meeting commences at 7:15pm. JS to provide glasses and bowls; ML to provide drinks, MG soft drinks, water and crisps.
Action: Clerk to display notices
- iii) Business Plan - update
- iv) Funding for new kitchen facilities at the Caterham United Reform Church. The Church has received a quotation of £17,000 for a new functional kitchen; they have raised £14,000 and are requesting £3,000. After discussion the Parish Councillors agreed to provide a donation of £1,500 with the proviso that public recognition of contribution is made.
Action: Clerk to inform of decision
- v) Caterham Voluntary Centre funding application for £100 to fund the hire of venue and publicity of a volunteer day; they have requested a similar sum from Caterham on the Hill Parish. It was agreed to contribute £100.
- vi) Christmas lights application – The Parish Council would not apply for this funding.
- vii) WW2 Commemorative flags – Clerk to forward the email to Andy Parr
- viii) Marden Lodge Letter – The Clerk read the letter which was received from Marden Lodge School in response to the Parish Councils question regarding the funding which had been provided in 2012. It was agreed the Clerk would again write to the school for a short specified list of their preferred items of chose for the Parish Council to select an option.
Action: Clerk to contact school

Part 2 for information

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 confirmed he attended the Visioning/Business Planning meeting and also attended the AGM of Caterham Festival.

7.3 Parish Councillors' Reports

Cllr. Margaret Dean – attended the Visioning/Business planning meeting; Christmas lights meeting. A request for a budget for the event was requested and a sum of £2000 was agreed. It was agreed that 3 estimates will be obtained for the provision of additional Christmas lights along the sides of Croydon Road.

Action: Clerk

Cllr. Dean stated that, in relation to her planning application, that none of the Councillors should have discussed the development outside of the meeting with the public.

Cllr. Jenny Gaffney - attended the Visioning/Business planning meeting; Caterham town Centre Working Group meeting; Town Centre Design Workshop; Farmer's Market; CBP meeting; Steering Group meeting and the Caterham Festival AGM. Cllr Gaffney offered to speak with Your Recruit regarding a sign on the roundabout which is funded by the Parish Council.

Action: JG

Cllr. Mark Jones- expressed his concern regarding STREET youth centre. It was agreed the Clerk will write to the 'manager'

Action: Clerk

Cllr. Jackie Servant - attended the Visioning/Business Planning meeting; Steering Group meeting and the funeral of Olive Wood, a former Chairman of Caterham Valley Parish Council.

Cllr Servant expressed concern regarding the increase in the amount of street furniture appearing on the pavements outside the shops on Croydon Road. The Clerk agreed to contact TDC.

Action: Clerk to contact TDC.

After discussion it was agreed that the Parish Council should have a presence at the Food Festival.

Action: Clerk to arrange stall/gazebo and book a place

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	£ 676.13
Soper Hall	Hall hire x 3	£ 50.00
SSALC Ltd	Councillor pack	£ 6.60
Surrey ALC Ltd	Surrey ALC and NALC Subscriptions	£1,959.16
Newink Printing Company	April newsletter	£ 628.00
Caterham Independent Ltd	Replacement cheque	£ 129.60}
Caterham Independent Ltd	Newsletter circulation and 2 nd advert	£ 234.60}
The Bourne Society	Funding donation	£ 300.00

8.2 Review of Expenditure – March 2015 (**were tabled at the meeting.**)

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

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

Meeting over at 9:15