



**MINUTES OF THE MEETING OF THE
CATERHAM VALLEY PARISH COUNCIL HELD ON WEDNESDAY 9TH SEPTEMBER 2015
AT THE SOPER HALL HARESTONE VALLEY ROAD, CATERHAM**

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

District Cllr. J Caudle
District Cllr. M Cooper

Mrs M Gibbins - Clerk

AGENDA - PART 1

1. **Apologies for absence**
County Cllr. Sally Marks, District Cllrs. Jane Ingham and Beverley Connolly
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 Gaffney declared an interest in planning application TA/2015/1453 as she is employed by the company. Cllr Gaffney left the meeting when this application was discussed.
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 was one member of the public present who was observing the meeting.
4. **Reports Part 1**
 - 4.1 **County Councillor's Report**
There was no report received from the County Councillor
 - 4.2 **District Councillors' Report**
District Cllr Jill Caudle reported that objections to the revised Local Plan will be considered at the TDC Planning Policy meeting next week.
Bronzeoak developers have satisfied the Planning Officers with the marketing of the premises. The car park has been closed and it appears that conversion of the premises to residential will proceed.

District Cllr. Michael Cooper reported that the tender document for Caterham Valley and Caterham on the Hill town centres improvement is almost complete and, following checking by Cllrs Cooper and Webster hope to have the document out by the end of September. If a developer does not come forward within the budget set it will be possible to just address Caterham Valley.
Harestone Hill planning application was refused on the basis of gross overdevelopment of the site.
Barnfield site has withdrawn its application for change of hours. Piers Mason is looking at enforcement following information received.
Independence Homes and UK construction on the former Marie Curie site have been working at weekends. Cllr Cooper has met with the developers and is pursuing the issues. TDC has stressed that working at weekends is not acceptable to residents or TDC.
In the absence of Cllr Beverley Connolly, Cllr Cooper reported that the SHCCL AGM was a successful event and evidence showed that finances have improved although more improvement is required. Endorsement of all that has been achieved was endorsed by David Gold.

The Chairman brought to the attention of District Cllr Caudle that a silver birch tree in St John's church grounds is overhanging the pavement. Cllr Caudle agreed to notify the relevant people.

5. Planning

5.1 Current Planning

The following planning applications were discussed at the Council Meeting on Wednesday 9th September 2015.

Applications acknowledged as valid Monday 10th August

TA/2015/1383/NH 6 Aldercombe Lane *Case Officer: Jessica Hampson*
Erection of single storey rear extension measuring 4 metres deep with a maximum height of 3.95 metres and an eaves height of 2.45 metres. (Notification of a Proposed Larger Home Extension)

Leave to TDC Officers

TA/2015/1428/TPO 8 Clareville Road *Case Officer: Steve Hearn*
TPO 1, 1995 (T) – T1 Beech: Remove secondary limb growing towards front elevation of No 8: remove 3 secondary branches growing towards roof. T2 Sycamore: Fell. T3 Maple: Remove lowest secondary limb growing towards side elevation & roof of No. 8. T4 Hazel: Remove stems growing over shed roof, retaining 3 vertical stems at rear. T5 Elm: Remove 1 lowest limb overhanging boundary fence; remove 3 lowest secondary limbs overhanging garden area.

Leave to Arboriculturist

TA/2015/1453 89-95 Godstone Road *Case Officer: Helen Jenkins*
Demolition of Former Youth Centre at 89-91 Godstone Road and dwellings at 93 and 95 Godstone Road. (Prior Notification of Demolition). JG left the room during the discussion

The Parish Council requested that decision be withheld until a response is received from Historic England. The Parish Council also requested that a comprehensive planning application for the site is required.

TA/2015/1503 6 Aldercombe Lane *Case Officer: Jessica Hampson*
Erection of single storey extension to north west elevation. (Certificate of Lawfulness for a Proposed Use or Development)

Leave to TDC Officers

Applications acknowledged as valid Monday 17th August – Friday 21st August 2015

There were no applications for Caterham Valley

Applications acknowledged as valid Monday 24th August – Friday 28th August 2015

There were no applications for Caterham Valley

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

None

6. **Minutes** of the previous meeting held on 8th August 2015 were agreed and signed as a true record.

7. Reports

7.1 Clerk's Report – Part 1 for action

- Christmas lights switch on update – There are 40 stalls being coordinated by Chantal Baker; road closure agreed and being coordinated by Andy Parr including parking restriction signs and road signage; 2 childrens merry go rounds – one either end of Croydon Road, Santa, his elves and sleigh; buses 4 U to transport attendees to and from Wapses Lodge roundabout; school and church choirs; brass ensemble. The publicity flyer is being designed and will only list the highlights of the day and not exact timings of all that will be happening. Hi vis jackets will be available to all Parish Councillors and Marshalls. Banners for the lamp posts are being organised. There is a lantern making morning being held on Saturday 24th October and all volunteers are most welcome. TVSC are publicizing the need for helpers.
- Stafford Road Play area – Cllr Jones reported that this play area has been closed and all play equipment has been removed due to alleged vandalism. The surface is not fit for purpose. The Parish Council has agreed that nothing will be undertaken at the play area until the vandalism

issue has been addressed. The Clerk is investigating with SCC the possibility of CCTV in the park to assist in identifying the culprits but also keeping the park a safe area for play. Cllr Jones reported that it had cost £3500 to remove the equipment and he has had quotation of £10,000 plus installation for a replacement. No further action will be taken in the park until a resolution is received from SCC and TDC and funding is available.

Action: Clerk

- Retail outlets – concern was expressed by all at the number of empty retail outlets together with the increasing number of charity shops in Croydon Road. Cllr Dean reported that freeholders can let to whosoever they wish if there is no change of use required. Freeholders are also not wanted to issue leases for more than 3 years as more income is obtained if premises are converted to residential. Cllr Gaffney confirmed she would raise this concern at the next CBP meeting on 5th October.
- Publicity - There had been the opportunity of the Parish Council using a church walk shop front for advertising its achievements and plans for the future. This would be beneficial for publicizing the Christmas lights switch on.
- Roundabout/Knights Garden Centre/Your Recruit – The Clerk reported that the Parish Council and Your Recruit are both making payments to Knights Garden Centre for the maintenance of the roundabout and planters. A meeting to be held with the owner of Knights Garden Centre.

Action: Clerk

- Parish Newsletter – Deadline for articles is 14th September. The newsletter will be distributed within the Caterham Independent at the end of October. Article required from the Chairman; also Neighbourhood Plan; New Councillors required; Christmas lights, Timberhill play area; sponsoring of benches; youth centre; Soper hall.

Action: ALL

Part 2 for information

14 October	Parish Council Meeting – Soper Hall	ALL
11 November	Parish Council Meeting – Soper Hall	ALL
28 November	Christmas Lights Event	ALL
9 December	Parish Council Meeting – Soper Hall	ALL
2016		
13 January	Parish Council Meeting – Soper Hall	ALL
10 February	Parish Council Meeting – Soper Hall	ALL
9 March	Parish Council Meeting – Soper Hall	ALL
13 April	Parish Council Meeting – Soper Hall	ALL
11 May	Parish Council Meeting – Soper Hall	ALL

7.2 Chairman’s Report

The Chairman attended the Soper Hall AGM and was pleased to hear that it is moving in the right direction. Cllr Lincoln attended the opening of the refurbished Timberhill Play area and also attended the Harestone Hill Planning meeting.

7.3 Parish Councillors’ Reports

Cllr. Mark Jones attended the Soper Hall AGM and suggested it would be a good news story for the Parish Newsletter. Cllr. Jones attended STREET youth centre meeting and reported that an increase in funding has been agreed and a new Manager has been appointed. It has been identified that after school is a time when youngsters need support. Cllr Jones reported that STREET wish to be involved with the Christmas Market and lights switch on.

Cllr Margaret Dean has attended the Christmas Lights meetings

Cllr Jenny Gaffney Wednesday 15th July – Christmas Lights Meeting; Wednesday 15th July – Neighbourhood Plan Steering Committee Meeting; Thursday 16th July – CTCWG; Friday 24th July – Neighbourhood Plan Editorial Meeting; Monday 27th July – Neighbourhood Plan Site Assessment Meeting; Sunday 2nd August – Supported the Farmer’s Market at Soper Hall; Monday 3rd August – CBP Meeting; Tuesday 4th August – Neighbourhood Plan Editorial Meeting; Tuesday 11th August – Timberhill Playground Opening; Friday 21st August – Neighbourhood Plan Editorial Meeting; Tuesday 1st September – Neighbourhood Plan Editorial Meeting; Sunday 6th September – Supported the Farmer’s Market at Soper Hall; Tuesday 8th September – CTCWG

Cllr. Peter Roberts has been in communication with Scott Coughlan at TDC regarding the excess refuse being deposited in the street bins. Cllr Roberts has also been addressing the general littering in the area. There was further comment regarding CCTV for the Stafford Road recreation area. Cllr. Roberts reported that the 0635 Caterham train service is severely overcrowded plus Network Rail are cutting many services due to staff shortages and he asked whether the Parish Council could write to Network Rail

regarding this situation. It was agreed it carry more weight if Cllr Roberts obtained support from commuters first. **Action: PR**

Cllr Jackie Servant attended Steering Group meeting, Soper Hall AGM and the Harestone Hill Planning meeting. Cllr Servant commented on the exchange of emails pertaining to the late John Rawlings and it was agreed that individuals could express their condolences or make contributions but the Parish Council as a body would not. Cllr Servant reported on an email received from a local resident regarding the condition of some of the benches around the Parish. The benches installed and owned by the Parish Council are in good condition however, after discussion it was agreed that Cllr Servant would write an article for the Parish Newsletter inviting residents to sponsor a bench in memory of a loved one. The condition of the Asprey Fountain was also raised and it was agreed the Clerk will respond to the resident regarding the cleaning of the fountain. **Action: JS/Clerk**

Cllr Jones left the meeting at this point. The Parish Councillors were disappointed that Cllr Jones did not remain for the remainder of the main meeting or for part 2 of the meeting.

Cllr Servant tabled an email which she had previously circulated to the Clerk and Parish Councillors. It was agreed that the Clerk will send the contents of the email in a letter to the Chief Executive of TDC.

Action: Clerk

It was agreed that decisions regarding Parish Council comments at TDC Planning meetings can be agreed via email prior to the planning meeting.

The Clerk is in communication with TDC regarding the possible increase in the number of Parish Councillors. **Action: Clerk**

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	£ 703.75
HMRC	PAYE & NI x 3 months	£ 616.87
Mr S R Townsend	First Aid cover for DeFest	£ 160.00
Soper Hall	Hall hire x 2	£ 40.00

8.2 Review of Expenditure – August 2015 circulated to Councillors prior to the meeting

9. Correspondence – there was no hard copy correspondence received. All relevant email correspondence had been previously circulated.

Meeting ended at 9:20

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