



**MINUTES OF THE COUNCIL MEETING OF THE
CATERHAM VALLEY PARISH COUNCIL HELD ON WEDNESDAY 13TH JULY 2016
AT THE SOPER HALL HARESTONE VALLEY ROAD, CATERHAM**

Attendees: Cllr J Gaffney
 Cllr. P Roberts
 Cllr. C Callender
 Cllr Y Gomes
 Cllr A Jones
 Cllr D Simpson-Shipway

District Cllr. A Jones
 District Cllr. B Connolly

Mrs M Gibbins – Clerk

AGENDA – PART 1

1. **Apologies for absence to be received and accepted**
 County Councillor Sally Marks and District Councillor Jill Caudle
2. **Minutes of meetings**
 The minutes of the meetings held on 8th and 24th June were agreed and signed as a true record by the Chairman.
3. **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.**
 Councillor Gaffney declared an interest in applications TA/2016/102/cond1; TA/2016/103/cond1; TA/2016/144/cond1 and TA/2016/168. Due to the lack of availability of the plans either on line or in paper form there ensued no discussion on these applications. Councillors Roberts and Simpson-Shipway declared an interest in application TA/2016/1139/NH and left the meeting when this application was discussed
4. **Public Participation** – The Chairman of the Caterham & District Horticultural Society attended the meeting and updated those present on the health of the society. There are 400 members of which about 1/3rd live in Caterham Valley. All ages are welcome and most have an interest in gardening however, coach trips are organised; plant stalls at the Caterham Carnival and the society is also getting involved with the national citizenship scheme with a number of local 16 year olds helping at events. Cllr Gaffney invited the Chairman of the Society to submit an article for the Parish newsletter together with any additional or alternative funding request.

 Two residents were in attendance to hear the comments of the Parish Councillors in relation to planning application TA/2016/941
5. **Reports Part 1**
 - 5.1 **County Councillor's Report**
 In the absence of the County Councillor there was no report
 - 5.2 **District Councillors' Report**
District Councillor Beverley Connolly –reported there are a lot of planning applications in Harestone this month. There are issues at the ex Marie Curie site as the build has been undertaken to a sub standard level and is having to be demolished and rebuilt which is causing further disruption and upset to local residents.
 Cllr Connolly has received complaints regarding the telephone at the taxi rank in Station Approach which is going off at unsociable hours.

Cllr Connolly reported that Councillor Michael Cooper and Councillor Eithne Webster have had a positive meeting with Nexus and positive conversations have been held with local people and businesses.

District Councillor Alun Jones – reported there has been a number of issues at the Mercedes site on Croydon Road opposite Tillingdown. Mercedes are pursuing off street parking and may have a deal by the end of July. Cllr Jones agreed to include Cllr Simpson-Shipway in the communications between County Cllr Marks, himself and the Mercedes Manager.

The public footpath between Croydon Road and Farningham Road has been closed until November. SCC issued the notice for closure without any consultation. The appearance of the entrance is very poor however the street scene is the responsibility of TDC and the safety of the footpath is the responsibility of SCC. According to SCC the footpath is safe.

There is an abandoned shed on Tillingdown Hill which has been in situ for a while. TDC has issued the owner of the site with an enforcement order. TDC is obtaining quotes for the removal, the cost of which will be reclaimed from the site owner.

The Caterham Valley library rent review is being considered at a meeting week commencing 18th July.

6. Planning

6.1 Current Planning

The following planning applications to be discussed at the Council Meeting on Wednesday 13th July 2016.

Applications acknowledged as valid Monday 30th May – Friday 3rd June 2016

TA/2016/927 29 Markville Gardens *Case Officer: Adem Mehmet*
Erection of single storey side/rear extension, bay window to front elevation and new roof over existing garage in association with conversion of garage to habitable accommodation. Formation of ramped access to front.
The Caterham Valley Parish Councillors leave to TDC Officers

Applications acknowledged as valid Monday 6th June – Friday 10th June 2016

TA/2016/1002 112 Harestone Valley Road *Case Officer: Adem Mehmet*
Demolition of existing side extension and garage. Erection of two storey side extension incorporating integral garage.
The Caterham Valley Parish Councillors leave to TDC Officers

TA/2016/968 1 Bradenhurst Close *Case Officer: Adem Mehmet*
Erection of single storey extension to south elevation. (Certificate of Lawfulness for a Proposed Use of Development)
The Caterham Valley Parish Councillors leave to TDC Officers

TA/2016/941 8 Harestone Lane *Case Officer: Helen Blogg*
Erection of detached dwelling with integral garage and associated landscaping and access from Harestone Lane

Caterham Valley Parish Council objects to this application for the following reasons:

- **This is a back garden development**
- **What size wheel base has been used to gauge the size of the turning circle at the front of the property**
- **The design is contrary to the Harestone Valley Design Guide Design Principle L 2: Buildings must provide high levels of visual privacy in relation to the character of Harestone Valley and not unduly impact on the amenity of neighbours. The plans state that the neighbours will not be overlooked from inside the property. However, the flat roof will need to be maintained and standing on the flat roof will overlook the neighbouring property.**
- **This prospective plan contravenes the Tandridge Local Plan – Detailed Policies Part 2 where Point 7.5 seeks to safeguard existing and secure good standards of new amenity for all current and future occupants of land and buildings and Point 8.2 attaches great weight to the protection of the high standards of local character, residential amenity and biodiversity in the District and seeks to prevent the inappropriate development of residential garden land which would result in the significant harm to, or loss of, such character, amenity and biodiversity. This approach is supported by paragraph 53 of the National Planning Policy Framework (NPPF) which advises planning authorities to resist inappropriate development of residential gardens, for example where development would cause harm to the local area.**

- **Building is inappropriate to existing buildings and contravenes DP7 and Garden Land Development DP8.**
- **The long road to the property is seen to be out of character, fenced rather than landscaped.**
- **There does not appear to be sufficient space for trees to mature.**
- **Do the existing sewerage and drains have capacity for another property.**
- **The Parish Councillors also note the concerns of the neighbours.**
- **The Parish Councillors have requested via District Councillor Beverley Connolly that his application goes to Committee.**

TA/2016/861 63-65A Croydon Road *Case Officer: Natalie Rowland*
 Installation of 4 air conditioning units to rear elevation
The Caterham Valley Parish Councillors leave to TDC Officers

TA/2016/831 45 Harestone Hill *Case Officer: Natalie Rowland*
 Erection of replacement fence measuring 1.8 metres high and 60cm trellis on top of fence to north of dwelling.
 (Retrospective)
The Caterham Valley Parish Councillors leave to TDC Officers

Applications acknowledged as valid Monday 13th June – Friday 17th June 2016

TA/2016/963 11-13 Godstone Road *Case Officer: Natalie Rowland*
 Alteration to shop front (Retrospective)
The Parish Councillors did not receive any plans and were also unable to access the plans on line.

Applications acknowledged as valid Monday 20th June – Friday 24th June 2016

TA/2016/1018 67a Stafford Road *Case Officer: Adem Mehmet*
 Erection of hip to gable roof extension to rear elevation in association with conversion of additional loft space to habitable accommodation, installation of roof lights and formation of Juliet balcony.
The Caterham Valley Parish Councillors leave to TDC Officers

TA/2016/1032 Kingswood, 160 Harestone Valley Road *Case Officer: Adem Mehmet*
 Erection of first floor side extension. Changes to fenestration including installation/removal of windows, doors and roof lights.
The Caterham Valley Parish Councillors leave to TDC Officers

TA/2016/1060 14 Weald Way *Case Officer: Adem Mehmet*
 Demolition of existing extension to east elevation. Erection of single storey extension to east elevation.
 (Certificate of Lawfulness for a Proposed Use or Development)
The Caterham Valley Parish Councillors leave to TDC Officers

Applications acknowledged as valid Monday 27th June – Tuesday 5th July 2016

TA/2016/1149 61 & 63 Markfield Road *Case Officer: Adem Mehmet*
 Erection of hip to gable roof extension to side elevations in association with conversion of loft space to habitable accommodation. Erection of dormers windows to the front and rear of numbers 61 and 63
The Caterham Valley Parish Councillors leave to TDC Officers and neighbours

TA/2016/1139/NH 13 Greenhill Avenue *Case Officer: Natalie Rowland*
 Erection of single storey rear extension measuring 4.05m deep with a maximum height of 3.95m and an eaves height of 2.95m (Notification of a Proposed Larger Home Extension).
The Caterham Valley Parish Councillors leave to TDC Officers

TA/2016/103/cond1 129 Farningham Road *Case Officer: Julie Lunn*
 Details pursuant to condition 13
The Parish Councillors did not receive any plans and were also unable to access the plans on line

TA/2016/102/cond1 129 Farningham Road *Case Officer: Julie Lunn*
 Details pursuant to condition 13
The Parish Councillors did not receive any plans and were also unable to access the plans on line

TA/2016/952 12 The Square
Display of 2 illuminated fascia signs

Case Officer: Wayne Spencer

The Caterham Valley Parish Councillors leave to TDC Officers

TA/2016/144/Cond1 89-95 Godstone Road
Details pursuant to conditions 3, 4, 9-13 and 15 of planning application TA/2016/144

The Parish Councillors did not receive any plans and were also unable to access the plans on line

TA/2016/1178 Conyers, 6A Aldercombe Lane *Case Officer: Jessica Hampson*
Conversion of garage to habitable accommodation and installation of window and door to lower ground level

The Caterham Valley Parish Councillors leave to TDC Officers and neighbours

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.

6.2 Planning Appeals

TA/2015/2117 72 and 74 Harestone Hill

It was agreed the Clerk would write to the Appeals Officer requesting that this application is considered under a public hearing.

7. Reports

7.1 Clerk's Report – Part 1 for action

- i) Parking and Speeding issues – The Clerk received an email from a local resident which was passed to Cllr Jones for consideration. After discussion it was agreed that all Councillors need to be aware of parking infringements and speeding issues. All to be reported to Reigate & Banstead who are the parking enforcement body and cc'd to County Councillor Marks. It was agreed that photographic evidence is extremely helpful. Cllr Jones suggested that if the speeding situation does not improve, local residents can be trained in using radar guns.
- ii) Planters and roundabout – after an initial hesitant start the planters have now been tidied and replanted and the roundabout is scheduled to be tidied on 17th July. It is requested that all councillors note if the areas are looking untidy.
Action: ALL
- iii) Roundabout in the centre of the Valley – after discussion it was agreed that the Clerk will facilitate a meeting between SCC Highways, County Councillor Marks and the Parish Council to discuss the options and way forward.
Action: Clerk
- iv) Stafford Road Park – The Clerk is in discussion with Skanska and the CCTV organisation to ascertain the power costs to the Parish Council. The Chairman expressed her frustration at the time it is taking to get this issue resolved.
Action: Clerk
- v) BID – The Clerk has received communication from the Caterham BID organiser regarding the responsibilities of the Parish Council. The Clerk will complete the paperwork.
Action: Clerk
- vi) Visit to Parish Council by the Leader of TDC – It was agreed it would be beneficial for Cllr Martin Fisher to address the Councillors. Clerk will request he attend the September or October Parish meeting.
Action: Clerk
- vii) Christmas lights meeting – The Clerk reminded Councillors that the next meeting is being held on Monday 18th July 7pm in the upstairs meeting room at Soper Hall.
- viii) Flood issues and drainage. There has been a Flood Action Group meeting on Caterham on the Hill. It was agreed Caterham Valley Parish Council and the CR3 Forum need to address the issues in the Valley.
- ix) SSALC are running a planning update on 9th November. It was agreed the Clerk would book for councillors to attend. It was further agreed that due to the clash of dates that the November Parish Council meeting be brought forward to Wednesday 2nd November.
Action: Clerk to book course
Action: Clerk to book venue either United Reformed Church or Baptist Centre

Part 2 for information

10 August	Parish Council Meeting – Soper Hall	ALL
14 September	Parish Council Meeting – Soper Hall	ALL
12 October	Parish Council Meeting – Soper Hall	ALL
2 November	Parish Council Meeting – venue to be confirmed	ALL
14 December	Parish Council Meeting – Soper Hall	ALL

7.2 Chairman's Report

Councillor Gaffney attended the Caterham Carnival, Soper Hall Fair and Food Festival; she attended the Parish Assembly in Oxted; CBP meeting and the Caterham Master Plan Nexus meeting.

7.3 Parish Councillors' Reports

Councillor Roberts – attended the Caterham Beer festival and has raised the issue of parking at the Rose & Young site and the parking issues along Croydon Road.

Councillor Simpson-Shipway – had nothing to report as she has been on holiday.

Councillor Jones – attended the CR3 Steering Group meeting; Parish Councillor training, Caterham Beer Festival. The planters by the East Surrey Museum have been replanted. Cllr Jones has requested governance regarding the master plan meeting from Piers Mason at TDC.

Councillor Callender - attended Parish Councillor training; Caterham Festival; Parish Assembly in Oxted; Caterham Master Plan Nexus meeting; Caterham Last Night of the Proms and the Sutton and East Surrey Waters Business Plan meeting.

Councillor Gomes - attended Parish Councillor training; Caterham Master Plan Nexus meeting; Caterham Last Night of the Proms and the Sutton and East Surrey Waters Business Plan meeting.

Items for future meetings

- **Business planning meeting**
- **Contracting for councillors**
- **Possible timings on Briefing notes**

8. Finance

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

Soper Hall Community Centre	Hall hire x 2	£ 40.00
Computer Solutions	Printer Ink	£ 54.49
Peter J Consultants	Internal Audit	£ 152.22
M Gibbins	Net Salary/ Office Allowance/expenses	£ 722.80
SSALC Ltd	Councillor Training course	£ 198.00

8.2 Review of Expenditure – June 2016 (already circulated)

8.3 **Bank mandate - ongoing**

9. **Correspondence** – all circulated as received

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

Ended. At 2138