



(INCORPORATING VALLEY AND HARESTONE WARDS)

**MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING HELD VIA
THE ON-LINE TEAMS REMOTE SET-UP ON WEDNESDAY 8TH JULY 2020**

Attendees: Cllr Peter Roberts – Chair
Cllr Nicole Morrigan
Cllr Cherie Callender
Cllr Alun Jones
Cllr Jenny Gaffney

Mrs M Gibbins – Parish Clerk

MINUTES

1. Apologies for absence to be received and accepted

There was none

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 was none declared

3. Minutes of meeting held on 13th May 2020 to be received and signed as a true record

The minutes were approved as a true record and will be signed by the Chairman in due course.

4. Public Participation: There was no member of the public present.

5. Planning Committee

- i) Planning Committee approved the minutes of the Planning Committee meetings held on 13/05/20, 03/06/20 and 24/06/20.
- ii) Full Council received the minutes of the Planning Committee meetings held on 13/05/20, 03/06/20 and 24/06/20.

6. Items for decisions and resolutions

- i) Planters and roundabout in Caterham Valley – The Clerk confirmed that the

planters have been replanted and the roundabout is due to be undertaken. The watering of the planters is included. The Clerk further confirmed that local retailers and residents have agreed to also water the plants.

- ii) CCTV – The Chairman highlighted the increased levels of petty crime in the area and sought the approval of the council to investigate the feasibility of having CCTV at the main entry and exit points in the Valley. Following discussion this was agreed.

Action: Cllr Roberts

- iii) Litter Angels – The Clerk reported that there is a couple of residents who undertake litter picking in the area. The residents have requested if a Scheme similar to one run by the Caterham on the Hill Parish Council could be operated. This was agreed and the Clerk will follow up and liaise with Caterham on the Hill PC. Once set up the Scheme is to be widely publicised via the Parish website, Facebook and a press release

Action: Clerk

- iv) Local bus route – The Chairman reported on the limitations of bus route 434. It was agreed the Chairman can raise the concerns with East Surrey Transport Committee to ascertain if the route can extend into Croydon Road and the Valley roundabout.

Action: Cllr Roberts

- v) Litter collection update and plan – The Clerk confirmed she is liaising with the Caterham Job Club Facebook group and Jim Lewthwaite at TDC. It has been confirmed that training will be provided by TDC as will the equipment. All councillors were requested to confirm their acceptance of the draft contract and staff handbook.

Action: All

- vi) Firework and Bonfires update – it was agreed the Parish Council will petition TDC to introduce a by law to control fireworks and bonfires for the benefit of residents and animals

Action: Cllr Roberts/Clerk

- vii) Stafford Rec footpath – following the releasing of lockdown, the Clerk confirmed this is now being progressed.

Action: Clerk

- viii) Christmas Market update – it was confirmed this is, currently, on hold. The Clerk confirmed that there will be no financial impact on the parish council if the event is not held. It was agreed a decision will be made at the September Council meeting.

- ix) Clareville Road/Godstone Road update – The Clerk confirmed that the advice received in early May 2020 was that the desktop work was starting at the end of May due to the staff member assigned the task had been relocated to help with coronavirus support.. Cllr Jones agreed to request that County Cllr Lee follows up.

Action: Cllr Jones

- x) Rose & Young site – Discussion ensued following the possibility of the Parish Council undertaking a CPO on the site. It was agreed investigations can be undertaken without there being, as yet, any financial commitment from the Parish Council. Cllr Jones offered to provide some background documentation to Cllr Murrigan.

Action: Cllrs Roberts/Jones/Murrigan

- xi) Footpaths and tracks in the Parish - concern was expressed regarding the condition of a few public footpaths, tracks and an unidentified green space. Cllr Gaffney offered to review the CCWNP to ascertain if the green space has been included. The Parish Council will look into who owns the land behind Stafford Road. It was agreed the Clerk will liaise with an Officer suggested by Cllr Jones at TDC.

Action: Clerk/Cllrs Gaffney/Jones

- xii) Parking Bays on Croydon Road - The Chairman raised the issue of the reduction in parking availability in the Caterham Regeneration plan. It was agreed the Clerk will contact SCC with a parking review request.

Action: Clerk

10. Finance

- 10.1 The Councillors authorised the listed invoices for payment
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|---|----------|
| Chapman Baskets - balance for planting of planters & roundabout | £ 85.00 |
| Mrs Gibbins - Clerk Salary, Office & Expenses | £1286.65 |
| Came & Co - balance of insurance premium | £ 50.00 |
- 10.2 Review and approve Annual Government Statement and Accounting Statements
- 10.2.1 The Councillors approved the Annual Government Statement and this was signed by the Chairman and the Clerk
- 10.2.2 The Councillors approved the Accounting Statements, which having already been signed by the RFO was signed by the Chairman.
- 10.3 To review Standing Orders and Financial Regulations
- The Standing Orders were adopted subject to clarification of the voting rights of co-opted committee members. The Standing Orders will be updated to reflect members required at committees in order for a quorum to be present.
- The Financial Regulations having been reviewed were adopted. The Clerk confirmed that the bank reconciliation and bank statements are checked and signed by a councillor who is not the Chairman
- 10.4 Review of expenditure - The receipts and payments schedule, having been previously circulated, was noted.

The meeting concluded at 20:30

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