

**MINUTES OF THE MEETING OF THE  
CATERHAM VALLEY PARISH COUNCIL HELD ON WEDNESDAY 8<sup>TH</sup> OCTOBER 2014  
AT THE SOPER HALL HARESTONE VALLEY ROAD, CATERHAM**

**Attendees:** Cllr. M Lincoln – Chairman  
Cllr M Dean  
Cllr. J Servant  
Cllr. P Roberts

County Cllr. S Marks  
District Cllr. M Cooper

Mrs M Gibbins - Clerk

**AGENDA – PART 1**

1. **Apologies for absence**  
Parish Cllrs. Jenny Gaffney and Mark Jones due to illness, District Cllrs. Jill Caudle, 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.  
**Councillors must update the Clerk of any changes as soon as they occur.**  
There was none
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.**  
A local resident from Grange Road attended the meeting and raised concerns regarding the ongoing parking issues in this road. Commuters park 0700 daily and this causes blind corners and hazards in the road. It was confirmed that Grange Road is not included in the current tranche of roads being considered for parking restrictions. It was suggested that the residents may wish to raise a petition in order to highlight their concerns and County Cllr Marks offered to assist with this.
4. **Reports Part 1**
  - 4.1 **County Councillor's Report**  
**County Councillor Sally Marks** reported that the lack of progress with the repair of the Caterham Valley roundabout is complicated due to a road closure being necessary. The works at the bottom of Church Hill was an emergency utilities issue. It is anticipated that the roundabout will be completed within 2 weeks. The roadworks in Croydon Road by NatWest bank is due to work being undertaken by British Telecom.  
County Cllr. Marks expressed concern regarding the flooding by the roundabout and it is considered that this could be due to the fast food restaurants pouring cooking oil and fat into the drains. County Cllr. Marks is following up.  
The Cycle Lane from Wapses Lodge to Godstone is potholed and overgrown. Highways need to close the road to reduce the vegetation and litter pick at the end of October when it may be possible to clear the overgrowth however there is no spare money in the budget to redo the surface. The is possible funding available in 2015 however this could result in the roads not being done at the expense of the cycle route.  
Concern was expressed that De Stafford School has currently abandoned the project to get pupils into work placements. It was suggested the Parish Council may wish to request a report from this school pertaining to this. It is also an issue that could be addressed by the Working Group in the Neighbourhood Plan.  
STREET are working hard. County Cllr. Marks highlighted that more volunteers are required to help at STREET.  
**Action: Clerk to highlight.**  
County Cllr Marks is using the Local Funding to replace fencing and tidy up the area at War Coppice Road and Hextalls Lane.  
County Cllr Marks reported that at a Soper Hall Directors meeting it was confirmed the Hall is currently viable however there is no money available for emergencies. There has been an increase in bookings and there are some good ideas emerging going forward however there is great concern regarding going forward.



**Applications acknowledged as valid Monday 15<sup>th</sup> September – Friday 19<sup>th</sup> September 2014**  
TA/2014/1477                      64 Harestone Valley Road                      *Case Officer: Mr G Finch*  
Erection of single storey side extension                      **No Comment**

TA/2014/1388                      6 Godstone Road                      *Case Officer: Ms V Riddle*  
Change of use from shop (Class A1) to Ladies Health Centre (Class D2)                      **No Comment**

**Applications acknowledged as valid Monday 29<sup>th</sup> September – Friday 3<sup>rd</sup> October 2014**

TA/2014/1344                      78-80 Croydon Road                      *Case Officer: Ms V Riddle*  
Conversion of shop into 1 x flat and 1 x studio flat

**Caterham Valley Parish Councillors object to this application on the grounds that it is:**

- **Loss of another business space in Caterham (so far Caterham Cars, Orbital House, Valley Pub, Adult Education Centre and Social Services Centre have all gone to residential development)**
- **The design and access statement says there is parking for two vehicles but the item 10 - Vehicle Parking – of the application does not have any parking listed. With parking at a premium in Caterham, two spaces is not sufficient. There should be a minimum of 3 unallocated, 4 allocated. The parking should also be marked specifically for these units as otherwise it will be used by the Masala Grill restaurant customers next door.**

TA/2014/1575                      5 Loxford Close                      *Case Officer: Miss H Jenkins*  
Erection of single storey side extension with dormer window to front and rear roof slope to provide second floor habitable accommodation and erection of single storey 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/2014/12 – Harestone Heights, 16 Woodland Way

**5.3 Planning Decisions by TDC**

TA/2013/1477

**WITHDRAWN/SUBSTITUTED**

131 Weald Way – Erection of double bay garage, formation of hardstanding and patio and widening of existing entrance.

TA/2014/533

**REFUSE**

102 Stafford Road – Demolition of existing garage. Erection of semi-detached dwelling with associated landscaping and parking. (Amended/additional plans and elevations including additional parking to fore.

TA/2014/644

**REFUSE**

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.

TA/2014/985/TPO

**SPLIT DECISION**

Land at The Clares - TPO 1, 1995 (T) - 401 Ash - fell. 402 Ash – lift crown to 3m over footpath and 4.5m over road. Prune away from lamp to give 1 metre clearance. 404 Beech – reduce crown to leave height of 18m and lateral spread of 12m. 407 Holly – reduce lateral branches to leave 1 metre clearance from building. 412 Beech – reduce lateral branches to leave 2m clearance from building. G412a Mixed Sycamore, Cotoneaster, Ash – fell marked stems and lift crown to 4m over road and 3m over footpath. 415 Yew – lift crown to 3m over footpath and 4m over road. 417 Yew - lift crown to 3m over footpath and 4m over road. 419 Maple – reduce crown to previous reduction points. 423 Laburnum – lift crown to 3m. 434 Box – reduce to leave 1.5 m pole. G434a Beech – retain at 2m height by annual clipping. 435 Goat Willow – reduce height to 4m and balance remaining crown. 436 Whitebeam – reduce branches away from lamp to leave 0.5m clearance. 437 Beech – remove small diameter crossing branches up to 50mm

TA/2014/993

**APPROVED (FULL)**

6 War Coppice Road - Demolition of existing entrance conservatory. Erection of replacement entrance porch and single storey extension to west elevation.

TA/2014/1029 Flat 2, 199 Croydon Road – Erection of rear dormer window to existing loft conversion	<b>APPROVED (FULL)</b>
TA/2014/1038 50 Greenhill Avenue – Erection of single storey extension to south and west elevations	<b>APPROVED (FULL)</b>
TA/2014/1044 4 Timber Hill Road – Construction of an external staircase to outbuilding	<b>APPROVED (FULL)</b>
TA/2014/1096 15 Loxford Way – Demolition of chimney. Erection of rear window with Juliet balcony and hip gable end roof extensions to northeast and southwest elevations. Conversion of loft into habitable accommodation. (Certificate of Lawfulness for a Proposed Use or Development)	<b>CLOPUD – PP NOT REQUIRED</b>
TA/2014/1101 152 Commonwealth Road – Partial raising of roof eaves height to east elevation providing relocated staircase to converted loftspace, two rooflights to west elevation and two replacement roof lights to east elevation. (Certificate of Lawfulness for a Proposed Use or Development).	<b>CLOPUD – PP NOT REQUIRED</b>
TA/2014/1177 19 Weald Way – Erection of part two storey/part single storey extension to side elevation and first floor extension to rear elevation.	<b>APPROVED (FULL)</b>
TA/2014/1179 14 Loxford Road – Demolition of garage. Erection of part single storey part two storey side extension incorporating garage and rear conservatory (Application for planning permission to replace extant planning permissions TA/2008/1230 and TA/2011/998 – from September 2014)	<b>APPROVED (FULL)</b>
TA/2014/1183 15 Loxford Way – Erection of two storey side and front extension, single storey front extension and porch. Single storey front extension and erection of roof over garage.	<b>APPROVED (FULL)</b>
TA/2014/1222/NH 281 Croydon Road - 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)	<b>PRIOR APPROVAL IS NOT REQUIRED</b>

6. **Minutes** of the previous meeting held on 10<sup>th</sup> September 2014 were signed as a true record.

## 7. **Reports**

### 7.1 **Clerk's Report – Part 1 for action**

- i) Christmas lights/programme/lantern workshop. The Clerk reported that the planning is progressing. The Councillors agreed to the funding of the market stalls. Councillor Dean described the lanterns which, it is anticipated, the local school children will make to carry in the parade.  
**Action: Cllrs. M Dean, M Jones, Clerk**
- ii) Newsletter - Clerk reported that the newsletter is progressing and will be distributed within the November issue of the Caterham Independent being delivered at the end of October.  
**Action: Clerk**
- iii) CVPC logo – it was agreed this item will be tabled at the November meeting.  
**Action: Cllr. Mark Jones**
- iv) Caterham roundabout. County Councillor Sally Marks updated the Parish Council regarding this issue.
- v) Grant aid request from Victim Support. Following a request from Victim Support it was agreed to provide a donation of £100.
- vi) Annual Parish Meeting. It was confirmed that the Annual Parish Meeting will be held on Wednesday 13<sup>th</sup> May and will precede the Annual Statutory Meeting on the same date. A speaker needs to be identified.  
**Action: All**
- vii) The Clerk reported that confirmation has been received from the Parish Councils insurers that the football nets and the storage are covered by the insurance policy

## Part 2 for information

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 reported that he continues to receive complaints from Tillingdown Lane residents that parents are blocking the road when dropping their children at school.

**Action: Clerk to liaise with TDC**

### 7.3 Parish Councillors' Reports

**Cllr. Jackie Servant** has attended Steering Group meeting, Civic Service and the CR3/TDC/SCC meeting at TDC.

**Cllr. Margaret Dean** has attended Christmas Lights meeting and is delivering the standing order bank forms to traders for finance to cover the Christmas lights.

**Cllr. Peter Roberts** has discussed the train service, promoted the exercise equipment with the Press. The new Oyster points are not being utilized due to public transport now taking contactless payment.

## 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	£	673.06
Air Ambulance	Donation	£	250.00
SSALC Ltd	50% of clerk networking day fee	£	36.00
BDO LLP	Audit fee	£	240.00
Viking Direct	Printer ink	£	73.17

8.2 **Review of Expenditure** – the Receipts and Payments schedule to the end of September was presented and accepted.

8.3 **Audit Report** - The BDO LLP Audit Report was presented by the Clerk with the points pertaining to the risk assessment and the storing of minutes noted. The Clerk did report that the minutes are stored in the correct manner and has corrected BDO with regard to the report. The Parish Council accepted the report.

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

St John Ambulance invitation

Surrey hills newsletter and AGM invitation

Meeting ended 21:05

**MINUTES FROM PREVIOUS MEETINGS CAN BE VIEWED ON THE CATERHAM VALLEY PARISH COUNCIL WEBSITE. [WWW.CATERHAMVALLEYPC.ORG.UK](http://WWW.CATERHAMVALLEYPC.ORG.UK)**