CATERHAM VALLEY PARISH COUNCIL

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

Attendees:	Cllr. M Lincoln – Chairman	District Cllr. J Ingham
	Cllr. J Gaffney	
	Cllr P Roberts	
	Cllr. J Servant	County Cllr. S Marks
	Cllr. M. Dean	
		Mrs M Gibbins - Clerk

AGENDA – PART 1

1. Apologies for absence
Mark Jones, Jill Caudle, Michael cooper, 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**.

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***.
Cllr Geoff Duck attended the meeting to submit the budget for the Neighbourhood Plan. He set out the position and highlighted the funds which would be required from each Parish which has been calculated by each Parish population. Funds will not be required until January 2016.

A representative for planning application TA/2015/1998 attended the meeting to present revised plans.

A representative from Asprey Homes attended the meeting to highlight the changes which have been incorporated into the application following recommendations by the appeals committee and following discussion with SCC and TDC.

4. Reports Part 1

4.1 **County Councillor's Report** - no report received

4.2 **District Councillors' Report –** The Clerk reported that District Cllr Jill Caudle had informed her that a local youth who had been causing the vandalism as Stafford Road recreation site has been spoken to by the police however no action has been taken.
The Local Plan which will be public on 18th December needs reviewing and the deadline for comments is 26th February 2016.

5. Planning

5.1 Current Planning

The following planning applications to be discussed at the Council Meeting on Wednesday 9th December 2015.

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

TA/2015/1985 Street Record, Priory Mews *Case Officer: Natalie Rowland*
Display of 1 x 2m high non illuminated pole mounted free standing stack board
The Parish Councillors made no comment

TA/2015/2005/TPO 49 Tupwood Lane *Case Officer: Alastair Durkin*
TPO 191 (T) – T1 Beech: Crown thin by 20%. T3 Norway Maple: Fell. T4 Yew. Fell. T5 Beech: Reduce back extended branch over parking area to natural crown line.
The Parish Councillors leave this to the arboriculturist

TA/2015/2006/TPO 22 Tupwood Gardens *Case Officer: Alastair Durkin*
TPO 8, 2007 (T) – Beech tree (T4 of TPO): Crown lift to point of highest ground/crown clearance to leave a level clearance all around. Crown thin by 20%.
The Parish Councillors leave this to the arboriculturist

Applications acknowledged as valid Monday 16th November – Friday 20th November 2015
TA/2015/1833 177 Stafford Road *Case Officer: Natalie Rowland*
Formation of hardstanding. Erection of retaining wall and detached outbuilding to rear
Leave to TDC officers

TA/2015/1915 The Gardens, Church Hill *Case Officer: Robin Evans*
Demolition of existing dwelling and associated outbuildings. Erection of 2 no. Blocks containing 10 flats with associated access, car parking, cycle storage, refuse storage and garden amenity. (Amended site plans).
The Parish Council object to this application on the basis of the design and bulk of the building not in keeping with the local houses with the slope of the land magnifying the perceived height of the buildings and what is built in the area with semi detached houses down the slope of the development.

The thinning of the vegetation on the site that has already happened, would mean that the properties down slope on the Hill would be significantly over looked by the to the east of the site.

The access from the Church Hill would be via a compromised junction into the site significantly increasing the number of vehicle movements onto a congested road.

The impact of the construction will have a detrimental impact on the local residents due to the nature of access to the site. The planning application does not detail the construction access details, and as such, waiting vehicles have the potential to block resident's access into The Hill.

The Parish Councillors request that this application goes to Committee

TA/20151972 57 Tupwood Lane *Case Officer: Vivienne Riddle*
Demolition of existing dwelling. Erection of a building comprising 9 x 2 bed flats and the erection of 5 dwellings (Outline).
The Parish Council object to this application as it is overdevelopment of the site, access is on a narrow road and unsuitable for heavy vehicles. The adjacent private road is not suitable access for the site or for additional vehicles. There will be loss of privacy for neighbouring houses. The concern of local residents needs to be considered.

The Parish Councillors request that this application goes to Committee

TA/2015/1998 18 Loxford Way *Case Officer: Adem Mehmet*
Erection of part single/part two storey side extension and first floor side extension. Conversion of existing garage to habitable accommodation
The Parish Council has no objection to this application and leaves to TDC Officers.

TA/2015/2004/NC 19 Station Avenue *Case Officer: Robin Evans*
Change of use from B1(a) (office) to Class C3 (dwelling) (prior approval) (Class 0 part 3 of schedule 2)
The Parish Council object to this application as it is out of keeping with the street scene. The ground floor must remain as retail otherwise a precedent could be set for the rest of Caterham. Loss of retail in the town centre is unacceptable and would not fit in with TDC plan to enhance Caterham Town Centre.

The Parish Councillors request that this application goes to Committee

Applications acknowledged as valid Monday 23rd November – Friday 27th November 2015
TA/2015/2042 8 Harestone Lane *Case Officer: Helen Blogg*
Erection of dwelling to the rear of 8 Harestone Lane
The Parish Council objects to this application on the basis that it is back garden development which is not permitted.

The Parish Councillors request that this application goes to Committee
Applications acknowledged as valid Monday 30th November – Friday 4th December 2015
TA/2015/2094 353 Croydon Road *Case Officer: Adem Mehmet*
Formation of vehicular crossover and driveway
The Parish Council leaves this to TDC Officers

TA/2015/2057 Tillingdown Farm, Tillingdown Lane *Case Officer: Christopher Hall*
Demolition of existing dwelling. Erection of 13 dwellings
The Parish Council agrees that the issues have been addressed, the footpaths and bridle paths are remaining and the dwellings are on the original footprint and therefore have no objection to this application

TA/2014/1193/Cond1 Caterham School *Case Officer: Julie Lunn*
Details pursuant to condition 3
The Parish Council was unable to comment on this application as there were no plans available to review.

Councillor Jackie Servant requested Caterham Valley Parish Council would like to see more planning applications going to committee rather than being reviewed by officers.

5.2 Appeals
TA/2014/1664 1 Harestone Drive
Demolition of office building and erection of 4 detached houses with integral garages

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

7. Reports

7.0 Clerk's Report – Part 1 for action

- Christmas lights contract – The Clerk reported the issues that have been encountered regarding the Christmas lights contract. After discussion it was agreed the Clerk will write to the company explaining the dissatisfaction with the service and expect the lights to be erected 2 weeks prior to switch on and the contract renewal situation will be reconsidered at the end of 2016.
  Action: Clerk
- Christmas market feedback – General feedback has been very positive; there were a couple of complaints from local traders regarding loss of trade due to customers not being able to stop on double yellow lines to go into a shop. Cllr Gaffney has received a complaint pertaining to the Buses4U replacement service. Thanks were expressed to the Clerk for the time and effort given to organizing the event. As always there are lessons to be learned and these will be discussed at debrief meeting in January. The Clerk reported that the Parish gazebo and hi vis jackets are in her possession at present however a 'home' needs to be found for the gazebo.
- Grit bins – The Clerk has received requests for grit bins at 4 locations in Caterham Valley. After discussion it was agreed, as TDC will store the grit and refill the bins for a small fee, that the Parish will purchase 4 grit bins.
  Action: Clerk to contact SCC & TDC
- TDC Annual Parish Assembly – the presentation information following the evening has been circulated.
- TDC Local Plan – Consultation period has been extended to 26 February. The Plan will be available from 18th December.
- Budget meeting 6th January
- CR3 AGM 14 December – being held at Soper Hall, all are encouraged to attend.

Part 2 for information
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**
8 June	**Parish Council Meeting – Soper Hall**	**ALL**

7.2 Chairman's Report
Cllr Mick Lincoln attended the Christmas market and lights switch on. He reported that drivers made comments that there was no signage at Wapses Lodge roundabout to warn of the road closure; this will be addressed.

7.3 Parish Councillors' Reports

Cllr Jenny Gaffney attended 2 editorial meetings, local plan meeting at TDC and Annual Parish Assembly at TDC, Steering Committee meeting and Christmas market and lights switch on; she also attended the Caterham on the Hill lights switch on. JG has received substantial communications pertaining to the Adult Education Centre site and the issue of the housing allocation. Cllr Gaffney wished it to be minuted that she is disgusted with Tandridge District Council because of the lack of discussion with the local elected councillors and their decision not to have some of the development as shared ownership.
There is a disabled bay in her road which needs repainting however she is not receiving a response from SCC. The Clerk provided another contact for her.

Cllr Margaret Dean attended the Christmas market and lights switch on.

Cllr Peter Roberts commented that parking restrictions are not being controlled and traders are parking in the bays all day and thereby preventing shoppers from parking. It was agreed that a letter needs to be sent to Reigate and Banstead and to County Councillor Sally Marks.
PR also reported that there has been an issue with Network Rail not giving 24 hours notice to local residents for routine works.

Cllr Jackie Servant attended the Christmas market and lights switch on, distributed leaflets on two occasions publicizing the Christmas events, attended the Local Plan and Annual Parish Assembly meetings at TDC and attended the Steering Group meeting.

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	£ 758.80
HMRC	PAYE & NI	£ 689.17
East Surrey Rural Transport	Donation	£ 150.00
Computer Solutions	Ink cartridges	£ 48.48
Andy Parr	Tree lights	£. 245.00

8.2 Review of Expenditure – November 2015 (**previously circulated)**

9. Correspondence – for information only.

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

Meeting closed 9:25