



(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 11TH JULY 2018
AT CATERHAM VALLEY LIBRARY, STAFFORD ROAD, CATERHAM

Attendees: Cllr. Peter Roberts
Cllr. Nicole Morrigan
Cllr. Jenny Gaffney

Mrs M Gibbins - Clerk

MINUTES

- 1. Apologies for absence were received and accepted from**
Parish Cllrs. Cherie Callender and Alun Jones, District Cllrs. Michael Cooper, Beverley Connolly, Dorinda Cooper and County Cllr. David Lee
- 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. 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 9th May 2018 and 6th June 2018 to be received and signed as a true record.**
The minutes of the meetings held on 9th May 2018 and 6th June 2018 were approved and signed as a true record by the Chairman of the meeting.
- 4. Public Participation** – There was 3 members of the public present. 7.1.3 & 7.1.4 Cllrs. Jeremy Webster and John Orrick from Caterham on the Hill Parish Council attended the meeting to update the Valley Councillors on the proposal for commemorating 100 years since the end of WW1. There is 235 names extracted from the Bourne Society book of which 225 are from Caterham Hill and Valley. There will be a poppy attached to railings etc around Caterham with the name of life lost and dates; there will also be a 'sea of blood' depicted by bird feeder poppies at St Lawrences Church in which children from local schools and uniformed organisations will be involved. The cost of the projects is approximately £1400. It was proposed and agreed that the Valley Parish Council will join with Caterham on the Hill

and contribute £700 towards the project and will be involved with the arrangements and organisation.

Action: Clerk to follow up with Caterham Hill Clerk.

The third member of the public in attendance introduced themselves as a candidate standing in the forthcoming by election.

Cllr. Webster raised his concern regarding a dead tree by East Surrey Museum.

Action: Clerk to follow up

5. District Councillor Report – Cllr B Connolly/Cllr M Cooper

In the absence of the District Cllrs., it was agreed the Clerk will circulate the report once it has been received.

Action: Clerk

6. Planning Committee

- i) Planning Committee approved the minutes of the Planning Committee meetings held on 16/05/18; 06/06/18 and 27/06/18.
- ii) Full Council received the minutes of the Planning Committee meetings held on 16/05/18; 06/06/18 and 27/06/18

7. Items for decisions and resolutions

7.1 Part 1 for action

7.1.1 Financial Risk Regulations – The regulations, having been previously circulated, were adopted however will be reviewed again at the September Parish Council meeting.

Action: All to review and submit comments to the Clerk by 31st August 2018.

7.1.2 Standing Orders – The Standing Orders, having been previously circulated, were adopted however will be reviewed again at the September Parish Council meeting.

Action: All to review and submit comments to the Clerk by 31st August 2018.

7.1.3 Naming ceremony – Local schools and youth groups; this is reported above.

7.1.4 Bird feeder poppies – this is reported above.

7.1.5 Extra Christmas Lights – Following discussion it was agreed the Clerk will meet with the Christmas lighting company to ascertain the cost of extra lights along Croydon Road towards Wapses Lodge roundabout.

Action: Clerk

7.1.6 Advent Flower Festival in St Lawrence's - schools and organisations to take part with a display of flowers or foliage on the theme of Advent or Winter.

An additional project is the making of a tapestry to hang on the blank wall in the church and volunteers are required to participate.

7.1.7 Grass Cutting – Piers Mason email – the Parish Council agreed in principle to contribute to the cost of the grass cutting however further information is required regarding costs of specific areas which may require additional cuts.

Action: Clerk

7.1.8 Surrey Transport plan (see link) – Following discussion it was agreed more information is required regarding the parking situation and the parking survey which should have been undertaken. Better rail services are required to encourage less dependence on cars.

www.surreycc.gov.uk/cleanertravel<<http://www.surreycc.gov.uk/cleanertravel>

Action: Clerk

7.1.9 Roundabout update- The design which had been previously circulated was discussed and the design clarified. It was proposed and agreed, in principle, that the

project should proceed even though the cost was thought to be high. The message was conveyed that CC D Lee may be able to make a contribution to the redesign

Action: Clerk

7.1.10 Data Protection Officer/Plans/Microsoft 365 Sharepoint – the Clerk reported this is ongoing

Action: Clerk

7.1.11 CIL Projects/Local Committee meeting update - NM reported that the request as to what was proposed was not, initially, understood by SCC Highways. It was agreed that a 'Keep Clear' sign will be painted on the road and CC D Lee will use some of his allowance for this project. The Clerk will follow with SCC for the costings to install a pelican crossing by the Miller Centre.

Action: Clerk

7.1.12 Rotary Clock – Following liaison with Rotary it was anticipated that they will cover the cost.

7.1.13 Parish Newsletter – JG was disappointed with the comments made regarding the previous parish newsletter. It was agreed there needs to be a uniform font and size of font used to accommodate all ages. Colour needs to coordinate with the Parish website. All Parish Councillors to submit articles, news items, information to the Clerk/JG before the next Parish Council meeting in September 2018.

Action: Clerk/ALL

7.1.14 Local Hero Award – The Clerk reported that the local resident suggested has been nominated and the information submitted.

7.1.15 Litter Picking Date – it was agreed all Parish Councillors are to submit their available dates for August and September to the Clerk. Once a date is confirmed it will be publicized to encourage the public to participate.

Action: ALL

7.1.16 Parish events – Picnic in the park – it was confirmed the event was a success and there were a lot of positive comments from the attendees; the event was once again helped by the weather. The Clerk confirmed the event has been provisionally booked for Sunday 23rd June 2019.

Christmas market updates – The stall list, which had been previously circulated, was briefly discussed. 38 stalls have been booked and a maximum of 12 more are required. There are a number of stalls which are in the pipeline. A meeting will be being held with the manager of Church Walk Shopping centre and the events coordinator at Soper Hall in the next few weeks to arrange the publicity.

7.1.17 Street Cleaning – NM reported that she is awaiting an update and list of all routes from TDC.

Action: NM/TDC

7.1.18 Funding Request from Challengers - £500 donation has been requested. It was proposed and agreed to provide the support.

Action: Clerk

Part 2 for information

Council Meetings

12th September 2018

Planning Committee meetings

18th July 2018

8th August 2018

29th August 2018

19th September 2018

10th October 2018

31st October 2018

14th November 2018

21st November 2018

12th December 2018

9th January 2019

9th January 2019

8. Finance

8.1 Payment of Accounts – it was proposed and agreed to pay the following accounts:

1356	34200.00	CJS Plants Ltd
1357	300.00	Caterham on the Hill PC Grit/Gritting 2017/18
1358	1313.74	M B Gibbins – Salary, Office & Expenses
1359	40.00	ICO – Data Protection Annual fee
1360	96.00	SSALC Ltd – Chairmans Networking Day
1361	31.98	Computer Solutions – Printer ink

8.2 Review of Expenditure - Discussion ensued regarding the budget, the forthcoming by election, the NP and funding which is required. It was agreed a pro rata sum of funding will be available for the NP however, all funding needs to be addressed in view of the unexpected expenditure.

9. Correspondence – circulated to all on receipt

Letters of thanks for donations from Citizens Advice; St Catherine’s Hospice and East Surrey Dial a Ride

Meeting ended at 2055

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