CATERHAM VALLEY PARISH COUNCIL

(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 14TH NOVEMBER 2018
AT CATERHAM VALLEY LIBRARY, STAFFORD ROAD, CATERAHM

Attendees: Cllr Cherie Callender
Cllr Peter Roberts
Cllr Nicole Morrigan
Cllr Ines Salman
Cllr Alun Jones

Mrs M Gibbins - Clerk

M I N U T E S

1. **Apologies for absence were received and accepted**
   Cllr Jenny Gaffney

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 12th September 2018 to be received and signed as a true record.**
   The minutes of the meeting held on 12th September 2018 were approved and signed as a true record by the Chairman of the meeting.

4. **Public Participation –** There was one member of the public present. Cllr Michael Cooper commented that the Parish Councillor who was going to attend the Local Committee meeting in September had not been there and the highway issues which need to be progressed are not being so. Cllr Morrigan will, work permitting, attend the next Local Committee meeting on Friday 30th November.
   The Chairman highlighted that the Parish Council has been following up regarding the Valley roundabout and this is being financed by the Parish Council however SCC have delayed the works. Cllr M Cooper stressed that the Parish Council should be funding a lot of work around the area as there is a substantial sum of CIL

money in their account. An email sent to the Clerk on 21st August was not received by the Clerk (subsequently checked again and it was not received) which stated the cost of upgrading the traffic lights is £20k to £25k however the Clerk did receive an email on 27th July which she had reported to the Parish Councillors. Cllr Alun Jones reported that there are a number of projects which the Parish Council is considering funding from the CIL monies.

5. Planning Committee

i) Planning Committee: Planning Committee approved the minutes of the Planning Committee meetings held on 19/09/18, 10/10/18 and 31/10/18.

ii) Full Council received the minutes of the Planning Committee meetings held on 19/09/18, 10/10/18 and 31/10/18.

6. Items for decisions and resolutions

7.1 Section 1 for action

7.1.1 Poppy display feedback and Remembrance Parade – it was confirmed that there had been a good display of poppies and positive feedback from residents. The Remembrance Parades were well represented by uniformed groups and parish, district and county councillors. It was agreed the Parish lamp column poppies would be taken down commencing on 25th November following the Christmas Market.

7.1.2 Douglas Brunton Centre – It was agreed the Parish Council would submit a response to TDC and this would be drafted by the Clerk in conjunction with Chaldon Village Council, Caterham on the Hill Parish Council and a local resident who has been involved with the centre.

Action: Clerk

7.1.3 Surrey County Council Consultation – It was agreed the Parish Council would submit a response to the SCC Consultation pertaining to the CRC, libraries and the Sure Start Children's Centres. All Councillors to respond individually but to also submit their comments to the Clerk by **10th December** to include in the Parish response.

Action: Clerk with input from all Parish Councillors

7.1.4 Trees in Colburn Avenue – The Clerk confirmed she is awaiting quotes from two local Arboriculturists for the removals of the tree stump and possible replanting of a replacement tree.

7.1.5 Christmas Market update and confirmation of volunteers – The Clerk confirmed that all the arrangements were coming together and the road closure rota was being drafted. The stalls are being erected at 0700 on Saturday morning, a local resident is putting the road diversion signs around late on Friday night and cones will be available to protect the parking bays and the area outside KFC/Barclays. All Councillors are required to be marshalls on the day.

7.1.6 Roundabout update – The Clerk confirmed that SCC will now not be commencing the works until January 2019. It was agreed that Cllr

Morrigan will raise the question of interest on funds already paid at the Local Committee meeting on 30th November.
Action: Cllr Morrigan

7.1.7 Pelican Crossing update – The Clerk will check emails for the one referred to by Cllr Michael Cooper. The pelican crossing would be beneficial to residents and users of the Miller Centre. The Clerk to liaise with the Miller Centre as to when the building works are scheduled to commence.
Action: Clerk

7.1.7 BT Building - The Clerk reported that a local resident has now also contacted BT regarding the state of the building on Godstone Road. A response is awaited. A suggestion was made that the Parish Council seeks sponsorship of the verge outside the BT Building.
Action: Clerk

7.1.8 Safe Drive Stay Alive update – Cllr Morrigan attended the presentation on behalf of Parish Council and provided a brief update on the event and the impact it appears to have on the pupils attending.

7.1.9 Fox proof bins – The Clerk obtained prices and it was agreed the black fox proof bin in the Glasdon catalogue will be ordered. The Clerk will liaise with TDC.
Action: Clerk

7.1.10 Councillors requested that additional dog poo bins be installed at the junction of Loxford Road and Harestone Hill and outside Liskeard House on Tupwood Lane. The Clerk will liaise with TDC.
Action: Clerk

Section 2 for information

Council Meetings	**Planning Committee meetings**
	21st November 2018
	12th December 2018
9th January 2019	**9th January 2019**
	30th January 2019
	20th February 2019
13th March 2019	**13th March 2019**
	3rd April 2019
	24th April 2019

Annual Parish Meeting TBC

8th May 2019 – Annual Statutory Meeting

	15th May 2019
	5th June 2019
	26 June 2019
10th July 2019	17th July 2019
	7th August 2019
	28th August 2019
11th September 2019	18th September 2019
	9th October 2019
	30th October 2019
13th November 2019	20th November 2019

8. Finance

8.1 Payment of Accounts – the schedule of the payment of accounts was agreed.

Cheque Number	Amount £	Payee
1395	9.90	Travel Claim – Nicole Morrigan
1396	870.89	Clerk Salary & Office
1397	12923.20	Aylesford Electrical Contractors – Lights
1398	132.54	Clerk Expenses

8.2 Review of Expenditure – the income and expenditure sheet, having been previously circulated was agreed.

9. Correspondence – circulated to all on receipt

The main meeting ended and all left apart from the Parish Councillors.

10. Part 2 item – closed to the public

Clerk's annual review and appraisal

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