



(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 13TH MARCH 2019
AT CATERHAM VALLEY LIBRARY, STAFFORD ROAD, CATERHAM

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

Mrs M Gibbins - Parish Clerk

MINUTES

1. Apologies for absence 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 9th January 2019

The minutes of the meeting held on 9th January were approved and signed as a true record by the Chairman of the meeting.

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

5. Planning Committee

- i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 09/01/19, 30/01/19 and 20/02/19.
- ii) Full Council received the minutes of the Planning Committee meetings held on 09/01/19, 30/01/19 and 20/02/19

6. Items for decisions and resolutions

6.1 Section 1 for action

6.1.1 Roundabout update - The Caterham Valley roundabout has been redesigned and there was limited disruption. The double yellow lines and 'no parking' to be painted on the road is still to be completed.

Action: Clerk

- 6.1.2 Pelican Crossing for Clareville Road – Cllr Murrigan had forwarded an email to Councillors which had been sent by SCC however not previously been received by the Clerk. The estimate for the works is £20 to £25k. It was agreed the Clerk will request for the design work to be completed with a maximum expenditure of £3k. It was further agreed that the Clerk will contact TDC and request CIL funding from District too.

Action: Clerk

- 6.1.3 BT Building – The Clerk reported that Cllr. Beverley Connolly has taken this issue over.

Action: Clerk to follow up with Cllr. Connolly

- 6.1.4 De Stafford crossing – Cllr Murrigan reported that Caterham on the Hill Parish Council is commissioning a feasibility study pertaining to a crossing by De Stafford school.

- 6.1.5 Street Cleaning – Cllr Jones commented that street cleaning has been a topic of discussion for a couple of years and maybe the Parish Council should look at alternatives available. It was agreed the Clerk will contact other Parish Clerks for advice.

Action: Clerk to contact Parish Clerks

- 6.1.6 Microsoft 365 and Sharepoint – Cllr Jones requires clarification regarding the audit trail, map and activity dash board prior to signing up to the new email account. The Clerk will follow up. The Clerk also reported that it was confirmed at a recent seminar that cyber insurance will not be covered if Councillors are not using Council email addresses. It was agreed that all Parish Councillors must be using the Council email addresses by 1st April 2019.

Action: Clerk

- 6.1.7 Data protection Policy – the policy was adopted 13/3/19
Email and Internet Usage Policy - 1.3 or members of the public. 4.3 and reported via the appropriate tools. The policy will be adopted on 1st April 2019 with the amendments highlighted incorporated.

- 6.1.8 Annual Parish Meeting arrangements – The manager of the Caterham BID has been invited to speak; the manager of Citizens Advice to also be invited to speak. The local police inspector will also be approached.

Action: Clerk to invite speakers and arrange refreshments

- 6.1.9 Parish Newsletter – The newsletter will be circulated following the local elections. NM – TDC events article; CC – Chairman’s message; AJ – roundabout update; Finance article to include explanation of precept increase and what additional works are being passed to Parish Councils.

Action: All plus Clerk to coordinate articles and research possible routes of circulation.

- 6.1.10 Stafford Rec path and accessibility- The Clerk and Cllr Roberts met with a staff member from SCC and are awaiting costs for the recoating of the footpath.

Action: Clerk to follow up

- 6.1.11 P60 footpath railing – The Clerk to follow this issue up with the County Councillor.

Action: Clerk to follow up

6.1.12 Grass verge cuts – The Clerk will liaise with the Clerks for Caterham on Hill Parish Council and Whyteleafe Village Council to identify a way forward.

Action: Clerk

6.1.13 Croydon Road dustbins – Cllr Roberts reported that some residents in Croydon Road have been leaving their refuse bins on the pavements thereby inconveniencing pedestrians. This is now being addressed by TDC and monitored by Cllr Roberts.

7. Finance

7.1 Payment of Accounts – The payment of accounts was proposed by PR and seconded by CC.

7.2 Financial Regulations - to be reviewed in May meeting.

7.6 Review of Expenditure - variance column to be updated.

8. **Correspondence** – circulated to all on receipt

Dates for information

Council Meetings

8th May 2019 – Annual Statutory Meeting

15th May 2019 -Annual Parish Meeting

25th May beat the bounds

10th July 2019

11th September 2019

13th November 2019

8th January 2020

Planning Committee meetings

3rd April 2019

24th April 2019

5th June 2019

26 June 2019

17th July 2019

7th August 2019

28th August 2019

18th September 2019

9th October 2019

30th October 2019

20th November 2019

11th December 2019

8th January 2020

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

Meeting ended at 8:35pm