



(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING HELD VIA  
TEAMS ON-LINE REMOTE SET-UP ON WEDNESDAY 13<sup>th</sup> JANUARY 2021

**Present:** Cllr Peter Roberts - Chairman  
Cllr Nicole Morrigan  
Cllr Cherie Callender  
Cllr Alun Jones  
Cllr Jenny Gaffney

Mrs M Gibbins - Parish Clerk & RFO

---

MINUTES

**1. Apologies for absence to be received and accepted**

There was none

**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 11<sup>th</sup> November 2020 to be received and signed as a true record**

The minutes of the meeting held on 11<sup>th</sup> November were agreed as a true record and will be signed by the Chairman.

**4. Public Participation:** There was no member of the public in attendant

**5. Planning Committee**

- i) Planning Committee approved the minutes of the Planning Committee meetings held on 18/11/20, 09/12/20 and 06/01/21.
- ii) Full Council received the minutes of the Planning Committee meetings held on 18/11/20, 09/12/20 and 06/01/21.

**6. Items for decisions and resolutions**

- i) Refuse collector recruitment - The Clerk confirmed that applications had been received however no interviews have taken place. One candidate appears suitable however has had to withdraw their application due the current virus situation. It was agreed to readvertise the vacancy in the CR3 magazine.

**Action: Clerk**

- ii) **Stafford Rec footpath update** – the resurfacing has been completed to a high standard and the site left in a tidy and clean condition.
- iii) **Clareville Road/Godstone Road update** – The Clerk confirmed this item is going to Local Committee on 25<sup>th</sup> June.
- iv) **Roundabout Landscaping** – The Clerk is awaiting quotes
- v) **Local Electricity Bill** – Cllr Morrigan updated the councillors following the webinar she attended. It was agreed the Parish Council will write to the MP Claire Coutinho regarding the bill and all councillors will write individually to lobby to enable the bill to be passed.  
**Action: All**
- vi) **Footpaths and leaf clearing** – Cllr Roberts highlighted the issue with footpaths and pavements which are covered in leaves, steps leading to footpaths which are broken and rubbish being deposited on footpaths. The Clerk has reported once however will report again.  
**Action: Clerk**
- vii) **Location and style of bins in Caterham Valley** – following discussion it was agreed the Parish Council would fund the replacement, as detailed by TDC, of the bins in the retail area of Croydon Road, Godstone Road and Harestone Valley Road in the sum of £3,608.46.  
**Action: Clerk to advise TDC**

## 7. Finance

- 7.1 To advise of invoices previously authorised for payment
- |  |           |
|--|-----------|
| Computer Solution (UK) Ltd                                     | £ 42.40   |
| Clerk Salary & Office  | £1,284.44 |
| HMRC – PAYE & NI   | £1,881.26 |
| Viking Direct – stationery                                     | £ 62.32   |
| Gillett & Johnston   | £ 318.00  |
| Caterham & District Independent – litter operative advert      | £ 47.52   |
| Viking Direct – stationery                                     | £ 22.31   |
| Aylesford Electrical Contractors – balance of Christmas lights | £2,765.70 |
| Stephen Buss Environmental – extra hydrogeology works          | £ 472.50  |
| Downlands Trust – annual subscription                          | £ 15.00   |
| Clerk Salary & Office  | £1,284.44 |
| Chapman’s Baskets – winter planting                            | £ 980.00  |
| Clerk Expenses   | £ 37.68   |
- 7.2 Review of expenditure – the current figures were reviewed with updates being circulated following receipt of relevant statements  
**Action: Clerk**
- 7.3 2021/22 Budget – Cllr Jones highlighted the breakdown of figures for a 9 month period. Following discussion it was agreed to approve the budget which included a 10% reduction in the precept. It was further agreed the Parish Councillors need to identify projects for progressing.  
**Action: All**
- 10.4 2021/22 Precept – The Parish Council resolved to agree a precept of £65,000 For 2021/22.

**Potential projects - working groups - ideas to the Clerk by all**

Bins

Refuse collector

Wild flower verges

Tree planting - Wapses Lodge roundabout

Pavement top of beechwood gardens

White knobs park - footpaths in woods

Footpath clearance

Start-up grants for new businesses which offer employment for local residents

**The meeting ended at 19:20**

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