



(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING HELD VIA  
TEAMS ON-LINE REMOTE SET-UP ON WEDNESDAY 10<sup>th</sup> MARCH 2021

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

Mrs M Gibbins - Parish Clerk & RFO

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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 13<sup>th</sup> January 2021 to be received and signed as a true record** The minutes of the meeting held on 13<sup>th</sup> January were agreed as a true record and will be signed by the Chairman.
- 4. Public Participation:** Two residents attended the meeting. One resident attended to observe the meeting.  
The second resident addressed a few topics the first being the issue of Community Right to Buy and requested that the Parish Council considered the buildings and areas in the Parish.  
The second topic was the Caterham, Chaldon and Whyteleafe Neighbourhood Plan (CCWNP) which goes to referendum on 6<sup>th</sup> May. The cost of advertising is approximately £500 and a request was made for contribution from the Parish Council together with promoting and voting for the viability of the plan.  
The third topic was regarding a request for funding to support the Outreach works undertaken by The Westway; documents had been previously circulated. There followed considerable discussion and all questions were addressed and answered.  
The Chairman thanked the residents for attending the meeting and confirmed that the topics raised are being considered later in the agenda.

## 5. Planning Committee

- i) Planning Committee approved the minutes of the Planning Committee meetings held on 27/01/21 and 17/02/21.
- ii) Full Council received the minutes of the Planning Committee meetings held on 27/01/21 and 17/02/21.

## 6. Items for decisions and resolutions

- i) **Neighbourhood Plan** – The referendum is being held on 6<sup>th</sup> May. Following the request by the resident it was agreed to fund publicity for the referendum in the sum of £500 however it was resolved to fund to a total £1k should this be required.
- ii) **Community Right to Buy** – the list which had been previously circulated was briefly discussed. It was agreed to include White Knobs play area on the list. Following discussion it was resolved to include all parish boundary play areas, The Miller Centre, Soper Hall, the Old Post Office and the Police Station. The Clerk will start the process to apply for all listed to be registered as Assets of Community Value.  
**Action: Clerk**
- iii) **Parish Council Projects** – The list which had been previously circulated was discussed. It was agreed to proceed with the creation of wild flower verges with delegated authority for expenditure to the Clerk following consulting with councillors.  
**Action: Clerk**  
The replacement of bins in the Parish Bins was considered however this is being addressed by TDC. The Clerk will follow up.  
**Action: Clerk**
- iv) **TVA Befriending Scheme** – The Clerk reported, following the communication received from TVA, that a contribution of £850 pa for 3 years is required from each parish council to enable the Befriending Scheme to continue. Following discussion it was resolved to support the Scheme in the sum £850 pa for 3 years.  
**Action: Clerk**
- v) **Christmas Market** – The Clerk confirmed that all arrangements that are feasible to progress at this stage have been undertaken. The stall company are prepared to wait for a decision until circa September 2021. All stall holders are being contacted to ascertain continued interest and to keep them advised of the position. The final decision will depend on the requirements under COVID-19 restrictions.
- vi) **Refuse collector recruitment** – The Clerk confirmed advertising has been undertaken and the latest advert is currently live. It was agreed for the Clerk to contact the local job centre and for the flexibility of the role to be stressed.  
**Action: Clerk**
- vii) **Roundabout Landscaping** – It was agreed to seek designs and the works quotes separately.  
**Action: Clerk**
- viii) **St Johns Church funding application** – Following discussion it was resolved to provide a donation of £1,000 to the church.  
**Action: Clerk**

- ix) **URC funding Application** – Following discussion it was resolved to provide a donation of £1,000 to the church  
**Action: Clerk**
- x) **The Westway funding Application** – Discussion ensued regarding the application for funding received from The Westway. Concern was expressed regarding the lack of lease however that was due to be agreed by TDC at a meeting on 11<sup>th</sup> March. It was resolved to provide funding of £20k payable at £5k a quarter however with the proviso that a member of the Parish Council attends the Trustee meetings as an observer.  
**Action: Clerk**
- xi) **Code of Conduct** – The Chairman confirmed he had attended a session with TDC regarding the Code of Conduct and indication is that the current Code of Conduct will be combined with the nation one for adoption. The main discussion points had centred around the behaviour of councillors and the declaration of ‘gifts’.

## 7. Finance

- 7.1 To authorise invoices for payment – It was resolved to approve invoices for payment.
- 7.2 Review of expenditure – the Income and Expenditure, having been previously circulated was noted.

**Meeting over at 2035**

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