



(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING HELD
ON WEDNESDAY 13TH APRIL 2022 AT 7PM IN THE CATERHAM VALLEY LIBRARY,
STAFFORD ROAD, CATERHAM

Attendees: Cllr Jeremy Webster - Chairman
Cllr Sakina Bradbury
Cllr Annette Evans
Cllr Alun Jones

Mrs M Gibbins - Parish Clerk & RFO

MINUTES

1. **Apologies for absence to be received and accepted**
Cllrs Yvonne Gomes and Victor Emmanuel
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 March 2022**
The minutes were approved and signed by the Chairman
4. **Public Participation** - A member of the public attended the meeting regarding the national speed limit on single track lanes and that it is not appropriate for the limit to be so high. The area the resident is most concerned about is Tupwood Scrubs Lane and Viewpoint. It was agreed the Clerk will communicate with SCC and County Cllr Jeffrey Gray regarding the concerns of residents and request the installation of traffic calming measures. It was further agreed a Highways Engagement site meeting would be requested. Review in one month.
Action: Clerk/Cllr Webster
5. **Planning Committee**
 - i) Planning Committee approved the minutes of the Planning Committee meetings held on 09/03/22 and 30/03/22
 - ii) Full Council received the minutes of the Planning Committee meetings held on 09/03/22 and 30/03/22
6. **Dementia Group**
Following the folding of the Alzheimer Café Tandridge, the parish council was advised that the funding which had been provided, prior to the pandemic, for the setting up of the café had been donated to Alzheimer Café UK to comply with the

constitution of the Alzheimer Café Tandridge. The Councillors expressed their concern at the lack of communication regarding the funding donation and of not being advised of the position in advance. It was agreed that clearer specifications are required to be provided to recipients going forwards.

7. Resilience Plan – update

The updated Resilience Plan which had been previously circulated was discussed. It was agreed the Parish Council will keep a stock of traffic cones against future events. The Clerk will upload the document to the website.

Action: Clerk

8. Annual Parish Meeting – 23rd May 2022

The Clerk confirmed invites have been circulated and displayed on the parish website, Facebook page and notice boards. An annual report will be drafted and printed for circulation at the event. Refreshments will be provided.

9. Queen’s jubilee – Saturday 4th June

The Clerk confirmed as follows:

- DJ is booked; Fluffy Fun activities booked (booklets of tickets are being printed)
- Craft Stationers is sourcing crowns, 100 metres of bunting and additional items for the craft table
- PRS and TENS are being applied for.
- The Clerk reported that the Whyteleafe Grill were offering discount vouchers for their restaurant for a limited period. It was unanimously agreed that this offer is not appropriate for this event. The Clerk will advise.

Action: Clerk

10. Litter Operative

It was agreed the Clerk will arrange interviews for the 3 candidates who have applied for the post. The interviews will be undertaken by the staffing committee and Clerk.

Action: Clerk

Cllr Jones will draft the press release announcing the retirement of Stephen James.

Action: Cllr Jones

11. Project Plan update

The Clerk confirmed all is progressing well for the Picnic in the Park as detailed above. Recruitment of Litter Operative is progressing.

The annual Christmas market and lights switch on is progressing. Cllr Jones mentioned that Claritas Group may wish to contribute to the Christmas lights – the Clerk will follow up.

CCTV – Cllr Jones is liaising with Surrey Police.

Action: Clerk

Cllr Bradbury reported regarding the hanging baskets and planters by St Johns school area. The height of the hanging and wrap around displays to be checked to ensure there is not a health and safety issue. The project was agreed in principle although the Clerk will firstly clarify with County Cllr Gray that this is not an area for which he has claimed for via Surrey Highways.

Action: Clerk

12. Finance for review

- 12.1 Funding Application from CAB - It was resolved to provide £1000 to CAB for the IT upgrade required.
- 12.2 Funding Application from Caterham United Reformed Church - It was resolved to provide £276.50 to the URC for the hire of a defibrillator.
- 12.3 Clerk to follow up with first responders regarding additional defibrillators for the area such as White Knobs Park.

Action: Clerk

- 12.3 Payment of Accounts - agreed
- 12.4 Review of Expenditure - the accounts need to be signed off by Cllr Emmanuel.

13. Correspondence - circulated to all on receipt

Clerk to look into replacement sign on the by-pass

Action: Clerk

Meeting closed at 20:30

Dates for information

Council Meetings

11th May 2022 - 6:00pm

8th June 2022 - 7:00pm

13th July 2022 - 7:00pm

14th September 2022 - 7:00pm

12th October 2022 - 7:00pm

9th November 2022 - 7:00pm

11th January 2023 - 7:00pm

8th February 2023 - 7:00pm

8th March 2023 - 7:00pm

12th April 2023 - 7:00pm

Planning Committee meetings

11th May 2022 - 7:30pm

1st June 2022 - 6:30pm

22nd June 2022 - 6:30pm

13th July 2022 - 6:00pm

3rd August 2022 - 6:30pm

24th August 2022 - 6:30pm

14th September 2022 - 6:00pm

5th October 2022 - 6:30pm

26th October 2022 - 6:30pm

16th November 2022 - 6:30pm

7th December 2022 - 6:30pm

4th January 2023 - 6:30pm

25th January 2023 - 6:30pm

15th February 2023 - 6:30pm

8th March 2023 - 6:00pm

29th March 2023 - 6:30pm

19th April 2023 - 6:30pm

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