



(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING HELD ON
WEDNESDAY 8TH JUNE 2022 AT 7PM IN CATERHAM VALLEY LIBRARY

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

Mrs M Gibbins - Parish Clerk & RFO

Following the passing of former councillor Della Simpson-Shipway, a minute's silence was held at the beginning of the council meeting .

MINUTES

1. Apologies for absence to be received and accepted

There was none received

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 11th May 2022 to be received and signed as a true record

The minutes of the meeting held on 11th May were approved and signed by the Chairman.

4. Public Participation - A representative from TVA Befriending Scheme attended the meeting to highlight the scheme and actions planned going forwards. The referral form has been simplified and councillors are encouraged to refer residents who they consider would benefit from a befriender. There are currently 20 befriended in Caterham Valley and 6 on the waiting list. The scheme does not replace the statutory services.

A resident attended the meeting to observe however also addressed the County Councillor regarding the funding of a minibus for the local scout groups.

Cllr Jeffrey Gray's report is addendum A to these minutes. Disappointment was expressed regarding the area by St John's school. County Cllr Gray and Cllr Bradbury will follow up.

Action: CC Gray/Cllr Bradbury

Concern was expressed regarding youth services and STREET; Cllr Webster will follow up with Colin Golletley at Surrey County Council.

Action: Cllr Webster

District Cllr Evans reported that Pelham House residents are moving into flats next to the library. Plans for Pelham house are with the architect however the building will be replaced with small family homes and flats totalling 16 units.

5. Planning Committee

- i) Planning Committee approved the minutes of the Planning Committee meeting held on 11/05/22 and 01/06/22.
- ii) Full Council received the minutes of the Planning Committee meeting held on 11/05/22 and 01/06/22

6. Ukraine Linked Initiatives

Cllr Evans attended the meeting at Limpsfield which was well attended and an update on initiatives and support available. The main issue in this area will be transport. Funding will be required, it was agreed Cllrs Webster and Evans will meet with Claire Richards, Manager at The Westway to progress.

Action: Cllrs Webster/Evans

- 7. Meeting schedule** - The meeting schedule which had been circulated was discussed. It was agreed the next council meeting will be held on 13th July and then will follow the schedule below. Cllrs Jones and Evans voted against the proposal. It was agreed a project committee/working group is to be set up to address projects between meetings.

- 8. Christmas lights.** Communication has been received from TDC and the architects for Quadrant House with a suggestion of alternative attachments for the Christmas lights. The Clerk will follow up.

Action: Clerk

Claritas, the contractors in Stafford Road have confirmed a financial contribution will be made towards the Christmas lights. The Clerk is liaising with them.

Action: Clerk

- 9. Business Strategy Meeting - The Council aims and objectives in partnership or engagement with residents.** It was agreed to hold the Business Strategy Meeting on Monday 25th July at 6:30pm. The Clerk will book Caterham Baptist Church

Action: Clerk

- 10. Crime Reduction Partnership** - Cllr Webster updated the councillors following the recent meeting. Following discussion it was agreed a member of the parish council needs to attend each meeting. It was further agreed that the CCTV project needs to be reinstated and level of parish funding considered.

- 11. Parish Website** - the proposal, previously submitted by Route22, was agreed and the Clerk will confirm and agree process.

Action: Clerk

- 12. Litter Operative** -The Clerk confirmed the new litter operative has commenced work and has settled into the role well. Uniform has been provided together with

appropriate equipment. Health and Safety Guidelines and Risk Assessment have been addressed. The Clerk will look into drafting a Lone Working Policy.

Action: Clerk

13. Project Plan update

The Plan, which had been previously circulated, was discussed. It was agreed the Jubilee Picnic in the Park had been a great event. It was agreed the issue of replacement bins, project works and the strategic plan will be addressed at the Strategy meeting.

14. Finance for review

14.1 Annual Governance Statement; following review full council approved the Annual Governance statement and this was signed by the Chairman and Clerk.

14.2 Accounting Statements 2021/22 - the full council, having reviewed the accounting statements approved the figures and this was signed by the Chairman.

14.3 Internal Audit report, having been reviewed by the council was noted.

14.4 Payment of Accounts - the invoices were unanimously approved for payment.

Cllr Sakina Bradbury,

TENs licence, hooks and ties for PIP £ 28.92

Patrick Kirwin - 116 ice creams/lollies £ 288.00

Amy Cosgrove - Face & Body Art (81 children) £ 324.00

Graham Nott - DJ for PIP £ 250.00

Fluffy Fun - Side stalls and candy floss at PIP £ 1,410.00

Clerk Expenses - book vouchers and PIP expenses £ 951.10

Litter Operative final salary £ 609.95

Litter Operative first salary £ 1,191.58

Clerk Salary & office £ 1,297.69

New Ink - banners, posters PIP £ 420.00

HMRC - PAYE & NI £ 2,520.78

Peter J Consultants - Internal audit report £ 130.65

Computer Solutions - printer ink £ 67.00

SLCC - ½ annual membership fee £ 175.50

Gallagher - annual insurance premium £ 1,004.21

14.5 Review of Expenditure - the councillors noted the receipts and payments and comparison to budget.

15. Correspondence - circulated to all on receipt

Meeting closed 2036

Dates for information

Council Meetings

13th July 2022 – 7:00pm

14th September 2022 – 7:00pm

26th October 2022 – 7:00pm

7th December 2022 – 7:00pm

25th January 2023 – 7:00pm

8th March 2023 – 7:00pm

12th April 2023 – 7:00pm

Planning Committee meetings

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.CATERHAMVALLEYPC.ORG.UK**

Addendum A – County Cllr Gray’s Report

Highways

The aim – broadly – is to get things dealt with at the highest possible level, and for money disbursed at lower levels to be available for the smaller tasks.

I have reported the junction of Station Road/Church Hill/Stafford Road and Harestone Valley Road and lengths of road emanating from the junction as something that needs to be prioritised by the Horizon programme. This worked with the A22 in South Whyteleafe, which is now down for surface restructure in 2022/23. I’m hoping for a similar outcome at this location. In Whyteleafe, I was helped by numerous individuals reporting problems frequently. I’m hoping that this Caterham blackspot is getting similar attention.

The above is in addition to Surrey having acknowledged ‘safety defects’ at this junction in February and having promised early intervention. Delay to this work is obviously a worry.

I would be interested in the Parish Council’s perception of other priorities for the Horizon programme. I’m aware that what is currently in the forward plan contradicts quite a lot of views about where priorities should be. I’m thinking Tupwood Lane for a start.

The Caterham Crew initiative, which aims to bring interested parties together to create a holistic approach to the improvement of the public realm, has potentially exciting plans for various Caterham locations. Streetscene improvements in Station Avenue and Harestone Valley Road, including some redesign of space, refreshed pavements and mechanisms for capturing surface water, are a part of the programme. There is room for some cynicism about the process, especially given the uncertainty about some of the funding streams, but it is obviously important to engage with this process. The next meeting is in July.

My own highways budget this year is £135k, which is more than in previous years, and the increase should cover at least a little more than the inflation in the cost of works. That said, part of the reason for the increase is linked to the crossing on the A22 in Whyteleafe being withdrawn from the programme (because of changes to the LAC), so it is essential that I spend the first £15k of the budget on the design of this project in order to keep it alive. After that, I wanted to prioritise three things:

1. The implementation of safety signage at the dangerous bends around Viewpoint.
2. New pavement surface in a portion of the centre of Whyteleafe.
3. Pavement refreshment in the approaches to St John’s School.

The safety signs and the Whyteleafe paving projects have been walked by the engineers and look set to progress through the system.

The discouraging part of recent responses was the news that the Highways team have decided to limit the number of pavement improvements, due to “volume of work and available manpower”. It is extremely frustrating to hear that the St John’s project might not happen this year despite the possible availability of funds (there is - btw – still doubt about what things will cost in this transition to the new Highways contract) and I will challenge this response.

Once we have firm news on what is definitely going ahead and what projects cost, I will turn to you (and Whyteleafe VC) for advice on how to soak up the relatively small sums left on small projects that will be of benefit to the community.

Under the old LAC mechanism (which is about to be defunct) danger at the roundabout near the URC was reported by a resident, and officers agreed to survey speeds of traffic down Harestone Hill to gather evidence.

Bus Services

I'm maintaining pressure on the improvement of bus services between Hill and Valley and particularly on the introduction of an evening service. The lack of parking in the Valley after the supermarkets close their car parks means that the evening economy is very ill-supported. A public transport option would help. And this is just one of the benefits of an enhanced link between Hill and Valley.

My worry is that previous discussions with Surrey had suggested that the BSIP funding stream was what they were relying on to deliver support to bus companies in helping us with this. Now that we know that we're getting nothing from the government in this round of BSIP funding, I have challenged Surrey to find other ways to support a positive outcome. Surrey talks a very upbeat game in its Transport Plan and I think this is an important test of whether they can achieve an enhancement where it is clearly needed.

Community Allocation

Last year, I used my allocation on various things, including the Caterham and Whyteleafe Tennis Club, based in Manor Park. This is a brilliant organisation; an organisation risen like a phoenix from the ashes. It has a fantastically inclusive attitude and a real commitment to enabling all segments of society to access the sport. My contribution last year helped them to resurface the courts and improve their offer. My engagement with them is ongoing. At the moment I'm attending all meetings between them and TDC to support the challenging lease renewal process.

A thing that has arisen early in this new year is an ambition to engage organisations in designing and carrying out a designed graffiti project on the inside walls of Wapses Lodge roundabout. An officer who is excited about this has sent me pictures of the result of other projects around Surrey. I have liaised with the Valley's Scouts outfits (1st Whyteleafe, 3rd, 4th and 11th Caterham) about this, with a thought that I might be willing to devote some of my allocation to this project if I'm convinced that it is properly organised.

To be honest, the scouts have got back to me saying they had rather I supported them in the purchase of a minibus that could be used for all four organisations, which I'm not necessarily hostile to.

I am always happy to listen to ideas you (and Whyteleafe VC) may have about good uses for this small funding stream.

Library Lift

Apologies, I've only just become aware of the lift being broken. This is discouraging less-mobile members of the community from using the library and I have asked for an early resolution to this problem.

These are some of the things that have been going on. Let me know if you need comment on anything else.

Jeffrey