(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL ANNUAL STATUTORY MEETING HELD ON 10TH MAY 2021 AT 6:00PM AT CATERHAM VALLEY LIBRARY, STAFFORD ROAD, CATERHAM CR3

Present: **Cllr Sakina Bradbury**
Cllr Jeremy Webster
Cllr Annette Evans
Cllr Victor Emmanuel
Cllr Alun Jones
Cllr Yvonne Gomes

Mrs M Gibbins - Parish Clerk & RFO

M I N U T E S

1. **Election of Chairman**
   Cllr Gomes nominate Cllr Bradbury for Chairman
   Seconded by Cllr Emmanuel
   Cllr Evans nominated Cllr Jones
   Seconded by Cllr Jones
   3 Votes for Cllr Bradbury as Chairman
   2 Votes for Cllr Jones as Chairman
   Cllr Bradbury was duly elected as Chairman.
   Declaration of Acceptance of Office was signed by the Chairman

2. **Election of Vice-Chairman**
   Cllr Gomes nominated Cllr Webster for Vice-Chairman
   Seconded by Cllr Bradbury
   All in favour.
   Cllr Webster was duly elected as Vice-Chairman
   Declaration of Acceptance of Office was signed by the Vice-Chairman

3. **Apologies for absence to be received and accepted**
   There were none received.

4. **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. Anyone with a prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.* There were none declared.

5. **Minutes of meeting held on 19th April 2023 to be received and signed as a true record**
   The minutes were approved and signed by the Chairman.

6. **Public Participation –** A representative from ESDAR attended the meeting to explain the business plan going forwards for ESDAR. Core business will remain the same helping the elderly however they are also applying for ambulance transport contracts and school pick up contracts. The school contracts, if successful, will not be implemented until September 2023. ESDAR has a Section 19 licence which permits them to use different vehicles such as 7 seater vehicles. The Chairman thanked the representative for attending and updating the council and confirmed the Clerk would be in communication in due course.

County Cllr Jeffrey Gray reported:

- New parking enforcement has been implemented and is operated by SCC. The BID manager is not happy with the arrangement. Some areas are being vigorously enforced and other areas are being monitored. School areas at drop off and pick up times are an area of concern.
- Cllr Gray identified revenue items in Whyteleafe following a walk around with SCC Officer Angela Lamprou and suggested it would be beneficial for Cllr Bradbury to join the next walk around but in Caterham Valley.
- A major project for implementing in the current financial year is the Clareville Road crossing.
- Demands have been made for a peak time train service to Victoria however the explanation is that there is no resource available. The question was raised as to whether the limited resource was rolling stock or personnel.

District Cllr Jenny Gaffney highlighted:

- During a previous parking consultation the Parish Council did not want restrictions.
- Had hoped network rail would bring back trains – 2 trains into London bridge under the new timetable and not Victoria, there remains issues with connectivity and waiting times.

7. **Appointment of councillors to committees both internal and external bodies**
    - **CVPC Planning Committee –** Cllrs Jones, Webster, Evans and Emmanuel. Co-opted members will be Cllr Gaffney, Neil Farrance, Deborah Brent and Peter Brent.
    - **NP Implementation Group –** Cllrs Webster and Evans
    - **Staffing Committee –** Cllrs Webster, Evans and Bradbury
    - **The Westway –** Cllrs Evans and Bradbury
    - **East Surrey Transport Committee –** County Cllr Gray
    - **Parish Newsletter Working Group –** Cllr Bradbury/Clerk
    - **CR3 Magazine/Tandridge Independent –** All Councillors on a rota
    - **Picnic in the Park Working Group –** Clerk/everyone on day
    - **Croydon Road Christmas Market and Lights switch on Working Group –** Clerk and everyone on the day and weeks leading up to event.

8. **Planning Committee**
    i) Planning Committee approved the minutes of the Planning Committee meeting held on 19/04/23
    ii) Full Council received the minutes of the Planning Committee meeting held on 19/04/23

9. Youth Provision

Cllrs Webster and Gray reported a meeting of the Chairs of the 4 Neighbourhood Plan Parish/Village Councils is being held on Monday 15th May together with the County Councillors and County Officers. Cllr Webster reiterated that a visit to the facility at Godalming and Claygate is highly recommended. It has been agreed that different opportunities for youths in the area is required. Cllr Bradbury highlighted that research must be undertaken prior to decisions being made.

A report will be tabled at the next council meeting.

10. St John's School facilities

Cllr Bradbury raised the issue of the state of the toilets at St John's junior school. The Clerk will communicate with Cllr Gray to request that the replacement or refurbishment of the toilets is raised with SCC.

11. Project Plan update

The Clerk confirmed that all arrangements are coming together for the Picnic in the Park. Cllr Evans will arrange the donuts and collection of the same.

DJ is booked as is Fluffy Fun and the Ice Cream van. The event is being held on Sunday 25th June.

Concern has been raised by residents that the Parish Council did not erect bunting for the King's Coronation although the BID did erect banners. It was not considered that it is the responsibility of the Parish Council to erect bunting.

The Clerk reported that she has not received any feedback from the local First Responder.

A decision regarding the Christmas market is still awaited. **Following the meeting it was confirmed that the market can be held in Croydon Road on 2nd December.**

12. Finance for review

12.1 Funding Support request for ESDAR – It was **resolved** to donate £2,500 to ESDAR immediately and an additional £2,500 once the school contract has been secured.

12.3 Payment of Accounts – payments approved for authorising.

12.4 Review of Expenditure. Internal Audit is scheduled for Friday 26th May.

13. Correspondence – circulated to all on receipt

Meeting closed at 7:31

Dates for information

Council Meetings	**Planning Committee meetings**
	31st May 2023 – 6:30pm
21st June – 7:30pm	21st June 2023 – 6:30pm
12th July – 7:30pm	12th July 2023 – 6:30pm
	2nd August 2023 – 6:30pm
	23rd August 2023 – 6:30pm
13th September – 7:30pm	13th September 2023 – 6:30pm
	4th October 2023 – 6:30pm
25th October - 7:30pm	25th October 2023 – 6:30pm

	15th November 2023 – 6:30pm
6th December – 7:30pm	6th December 2023 – 6:30pm
3rd January 2024 – 7:30pm	3rd January 2024 – 6:30pm
	24th January 2024 – 6:30pm
14th February - 7:30pm	14th February 2024 – 6:30pm
	6th March 2024 – 6:30pm
27th March – 7:30pm	27th March 2024 – 6:30pm
17th April – 7:30pm	17th April 2024 – 6:30pm

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