



(INCORPORATING VALLEY AND HARESTONE WARDS)

Maureen Gibbins - Clerk & RFO
Maureen B Gibbins

5th September 2023

Members of Caterham Valley Parish Council are summonsed to the Meeting of the Parish Council to be held on **Wednesday 13th September 2023 at 7:30pm at Caterham Valley Library, Stafford Road, Caterham**

Members of the public and press have a right, and are welcome to attend this meeting however are requested to advise the Clerk in advance.

A G E N D A

1. **Apologies for absence to be received and accepted**
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.
3. **Minutes of meeting held on 12th July 2023 to be received and signed as a true record**
4. **Public Participation** – *a period of up to, but no longer than 15 minutes, to hear questions or statements from members of the public. Individuals are allowed to speak for a maximum of 3 minutes. No further participation by members of the public is permitted at any other time during the meeting unless invited by the Chairman of the meeting.*
5. **Planning Committee**
 - i) Planning Committee: to approve the minutes of the Planning Committee meetings held on 12/07/23, 02/08/23 and 23/08/23.
 - ii) Full Council to receive the minutes of the Planning Committee meetings held on 12/07/23, 02/08/23 and 23/08/23.
6. **Bore Hole (JW)**
To receive an update on the monitoring and maintenance of the Bore Hole
7. **Review of ESDAR**
To review the contract applications process with ESDAR.
8. **Waller Lane**
To consider the request for the installation of a bench on Waller Lane.

9. CCTV (AJ)

To receive an update on the progress of the project.

10. Youth Provision (JW)

To receive an update on the youth provision review and the meeting held on 13th July 2023

11. Project Plan update

- i) To review the plan and note the updates and progress.
- ii) To review the submission of articles to CR3 and Tandridge Independent

12. Finance for review

12.1 To note payments approved and authorised since the parish meeting on 12th July 2023.

Clerk Salary & Office	£ 1,461.01
4lifephoto - 50% of snow globe cost for Christmas	£ 875.00
Route 22 Ltd - Website support and updating	£ 574.60
Bescot Promotions - stall deposit for Christmas	£ 606.34
Clerk Expenses	£ 35.44
Chapman's Baskets - planters and grass cutting	£ 1,372.50
Standard Life - Litter Operative Pension	£ 39.20
Litter Operative Salary	£ 1,158.35
Clerk Salary & Office	£ 1,460.81
New Ink Printing Company - Newsletter	£ 630.00
Route 22 Ltd - Microsoft Licences renewal fee	£ 1,002.24
HMRC - PAYE & NI	£ 2,598.00
Clerk Expenses	£ 35.25
Graham Gibbins - drafting newsletter and sourcing material and photos - 9 drafts	£ 75.00
Standard Life - Litter Operative Pension	£ 39.20
Litter Operative Salary	£ 1,189.57

12.2 Review of Expenditure

12.3 Finance appointment

13. Correspondence - circulated to all on receipt

Dates for information

Council Meetings	Planning Committee meetings
13 th September - 7:30pm	13 th September 2023 - 6:30pm
	4 th October 2023 - 6:30pm
25 th October - 7:30pm	25 th October 2023 - 6:30pm
	15 th November 2023 - 6:30pm
6 th December - 7:30pm	6 th December 2023 - 6:30pm
3 rd January 2024 - 7:30pm	3 rd January 2024 - 6:30pm
	24 th January 2024 - 6:30pm
14 th February - 7:30pm	14 th February 2024 - 6:30pm
	6 th March 2024 - 6:30pm
27 th March - 7:30pm	27 th March 2024 - 6:30pm
17 th April - 7:30pm	17 th April 2024 - 6:30pm