



(INCORPORATING VALLEY AND HARESTONE WARDS)

MINUTES OF THE CATERHAM VALLEY PARISH COUNCIL MEETING HELD ON WEDNESDAY 13TH SEPTEMBER 2023 AT 7:00 PM IN CATERHAM VALLEY LIBRARY

Attendees: Cllr Sakina Bradbury - Chairman
Cllr Jeremy Webster - part-time
Cllr Annette Evans
Cllr Victor Emmanuel

Mrs M Gibbins - Parish Clerk & RFO

MINUTES

1. Apologies for absence to be received and accepted

Cllr Yvonne Gomes and Cllr Alun Jones

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 were none declared

3. Minutes of meeting held on 12th July 2023

The minutes of the meeting held on 12th July 2023 were approved and signed by the Chairman of the meeting.

4. Public Participation -

- District Cllr Gaffney received an email from a resident regarding the parking by parents at Marden Lodge School and this will get worse when Aldi is built. Enforcement officer to be proactive. Potential for one way system. Liaison between the school, District and County needs to be undertaken to identify a workable solution. It was suggested that the County Councillor's allocation may be able to assist in the solution.
- Cllr Webster highlighted the issues raised by a resident relating to the poor delivery service being provided by Royal Mail. It was agreed the Clerk will write to Royal Mail requesting an explanation together with inviting the Manager to the next Council meeting.
- The Chairman expressed her concern regarding the inclusion of individuals photos in the newsletter. The Council agreed they do not require written consent from the individuals as long as, a matter of courtesy, consent is obtained. Council agreed for the delivery of the newsletter with the photos included as agreed by the subjects.
- County Cllr Jeffrey Gray's report had been previously circulated and is attached to end of the formal minutes. The Councillors were requested to

submit the Council's request for projects via the Clerk to CC Gray for consideration.

5. Planning Committee

- i) Planning Committee approved the minutes of the Planning Committee meetings held on 12/07/23, 02/08/23 and 23/08/23.
- ii) Full Council received the minutes of the Planning Committee meetings held on 12/07/23, 02/08/23 and 23/08/23.

6. Bore Hole

To receive an update on the monitoring and maintenance of the Bore Hole.

- Cllr Jeremy Webster is in communication with the original controller of the Bore Hole.

7. Review of ESDAR

To review the contract applications process with ESDAR.

- The Clerk and Cllr Webster updated the Council that school transport contracts are being applied for although none have yet been successful.

8. Waller Lane & Station Avenue

To consider the request for the installation of a bench on Waller Lane and an additional one outside the station.

- The Clerk will identify the costs and availability of new benches both wooden and recycled materials for consideration by Council.

9. CCTV

To receive an update on the progress of the project.

- The Clerk updated the Council on progress within Oxted for the installation of CCTV which was, initially, in conjunction with Caterham Valley.
- Cllr Emmanuel enquired who owned the camera on Croydon Road near Wapses Lodge roundabout. The Clerk agreed to identify the camera and ownership.

10. Youth Provision

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

Cllr Jeremy Webster reported as follows:

- Surrey County Council Youth Service have appointed an officer to carry out a feasibility study regarding Open Access Youth Provision (OAYP) in the Neighbourhood Plan Area. Jeffrey Gray and Jeremy Webster met with her on 10th August and after briefing her on the issues, drove her around the Neighbourhood Plan Area, where she was able to view possible locations where OAYP might take place. She has since summarised her initial views in an E Mail, suggesting where possible sites for OAYP might be located in Whyteleafe and Caterham Valley and her estimate of how many youth work professionals might be employed. Her estimate is two paid members and volunteers to support. The Youth Workers might be recruited and employed by either SCC or the YMCA. Since her visit we have become aware of the Tandridge Youth Provision Group, which meets monthly and have received an offer from the Surrey Tandridge Community Link Officer Marta Riccardo Rocco, who attends this Group, to organise an exercise using her Youth Engagement Model, to understand what facilities the Young people

themselves actually want, given what is already available in certain parts of the NP area. Cllr Jeffrey Gray and Cllr Jeremy Webster will be meeting with Community Link Officer and the SCC Officer on 22nd September to understand how the Youth Engagement Process can be instituted as without this, we remain uncertain as to the demand and the provision that would actually be required to meet it.

11. Project Plan update

- i) To review the plan and note the updates and progress.
 - The Clerk updated the Council on progress on all projects currently being undertaken. All the plans for the Christmas market are in place and the next task for the market is to commence the publicity.
 - Trade licences will be applied for at the end of October.
- ii) To review the submission of articles to CR3 and Tandridge Independent
 - Cllr Bradbury requested that she be advised by 5th of the month if an article has not been received by the Clerk for submission to CR3.

12. Finance for review

- 12.1 Councillors noted 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 - The schedule of income and expenditure which had been previously circulated was reviewed and noted.
- 12.3 Finance appointment - Cllr Emmanuel confirmed he would liaise with the Clerk to arrange reviewing the accounts and bank reconciliations.

13. Correspondence - circulated to all on receipt

Meeting closed at 20.10

Dates for information

Council Meetings

25th October - 7:30pm

Planning Committee meetings

4th October 2023 - 6:30pm

25th October 2023 - 6:30pm

6th December – 7:30pm
3rd January 2024 – 7:30pm

14th February – 7:30pm

27th March – 7:30pm
17th April – 7:30pm

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

PREVIOUS MINUTES CAN BE VIEWED AT WWW.CATERHAMVALLEYPC.ORG.UK

County Cllr Jeffrey Gray Report to the September CVPC Council meeting

Upcoming Highways Decisions

Major ITS

23/24

Godstone Road/Clareville Road Junction: Scoring and moderation complete. Awaiting Cabinet decision 26th September

24/25

One major road safety scheme nomination required across Caterham Valley and Whyteleafe. Caterham options might include:

- Measures to improve safety at junction between bypass and Godstone Road at the southern entrance of the town. An officer has visited this site and was not immediately offering workable solutions, though (to be honest) the conversation was rather hijacked by an unworkable suggestion to redesign the junction to allow southbound traffic to turn right from the bypass into Caterham. Does anyone have sensible thoughts to contribute on this as a possible option?

Are there other thoughts about main scheme nominations?

Capital Projects from the Small Sum I have

23/24

A section of Stafford Road pavement has been resurfaced recently from this pot. The path alongside Marden Lodge has been commissioned and should be done soon.

There is a desire to get pavements done on Croydon Road just beyond the town centre portion that is being remodelled next year. I had one scheme in the pipeline here that I have now deferred because of the delays to the major remodelling scheme. I want to spend all the 23/24 money in year. I'm thinking to see what things look like after the remodelling is complete and follow up with further pavement improvements after this. The money hasn't gone to waste; I'm spending it by enlarging the pavement scheme I had for central Whyteleafe.

24/25

Help me with thoughts for next year.

Should we prioritise getting the outside of Wapses Lodge roundabout painted and all the surrounding rails fixed and repainted? I've been warned that this might be an expensive business given the road closure necessary. I'm wondering whether joint County Councillors Capital/CVPC/Whyteleafe VC funding might be an option for this.

I am fielding official suggestions to 'bring forward' Horizon projects with my money. Eg, one of:

- Burntwood Lane Road
- Gaist Avenue Road
- Tillingdown Lane Road
- Tillingdown Hill Road
- Tillingdown Hill Pavements

In principle, I'm reluctant to spend my money in this way, because I think it's a bit of a Surrey con to try to make me spend my money on stuff they should be doing anyone, especially major road projects (any one of these would use up a huge chunk of the money), but there may be some things that it's – pragmatically – worth bringing forward. Tillingdown Hill pavements?

Another suggested I fielded from a CVPC councillor was:

- The sunken pavement between Abbots Walk and Rogers Close; this is the sort of thing they would never get around to otherwise.

Are there any other priorities that should go above these?

Revenue (repairs to existing stuff)

23/24

At your request, some of the railings in Colin Road are being replaced this year. Some of the railings were judged to be actually sitting securely in their footings and basically sound. In the case of these, the officer was relaxed about CVPC (or whoever) just painting them.

24/25

Any bits and pieces? Sometimes it seems to be possible to do a very small new things with residual revenue if there is any. Those hand rails in Tillingdown Hill were an example.

Horizon

You'll be aware that some things on Horizon have been ticked off in the last year. The roundabout at the Station/Stafford/Church/HVR junction was the big thing this year (eventually) and Harestone Hill pavements have just been done. I've had Markfield Road (the actual road) and all pavements in the rest of Stafford Road and Harestone Valley Road (as well as Tillingdown Hill) inspected this year. Stafford Road (as well as Tillingdown) were all deemed in need of work and should have gone onto the 'for future consideration' list. Markfield Road, despite being very badly pocked, was not considered bad enough!

There is room for cynicism about this process, but obviously it's better to have things on the list rather than not, so do nominate any other areas you think I should be getting inspected.