(INCORPORATING VALLEY AND HARESTONE WARDS)

Maureen Gibbins – Clerk & RFO **20th March 2024**
Maureen B Gibbins

Members of Caterham Valley Parish Council are summonsed to the Meeting of the Parish Council to be held on **Wednesday 27th March 2024 at 7:15pm 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 14th February 2024 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.*
The Chairman of Soper Hall will be attending the meeting

5. **Planning Committee**
   i) Planning Committee: to approve the minutes of the Planning Committee meeting held on 14/02/24 and 06/03/24.
   ii) Full Council to receive the minutes of the Planning Committee meeting held on 14/02/24 and 06/03/24.
   iii) Neighbourhood plan Engagement Dates update and feedback.

6. **Finance for review**
   6.1 To consider the recommendation of TCP Audit Services as Internal Auditor for the ensuing period.
   6.2 Review of Expenditure

Nick Dance – installation of benches	£ 288.00
HMRC – PAYE & NI	£ 3,335.73

Gillett & Johnston – clock annual service	£ 318.00
Clerk salary and office	£ 1,550.38
Standard life – Litter Operation pension	£ 70.75
Litter Operative Salary	£ 1,059.49

6.3 Funding Donation request of £750 from St Catherine's Hospice

6.4 Funding Donation request of £2,000 from Prospero Theatre

6.5 Funding Donation request of £350 from KSS Air Ambulance

7. **Parish Council events**

i) Picnic in the Park – consider alternative venue.

ii) Annual Christmas market and lights switch on – to consider an alternative venue and to confirm the date.

8. **CIL Project**

i) Propose an allocation of funds in the sum of £10k for the works to be undertaken around Marden Lodge School.

9. **2024 Annual Parish Assembly**

To confirm the date of Wednesday 22nd May for the Annual Parish Assembly
Venue - Soper Hall
Speakers to be suggested.

10. **Parking Enforcement Review**

i) Review of parking enforcement report

ii) Briefing on safe speeds on Surrey roads

11. **Projects:**

- **St John's School – request for Councillors to assist with painting the fence at St John's school or allocating funds to employ a painter.**
- **Positioning of new Parish Noticeboard – deferred until after the Croydon Road regeneration is completed.**
- **Town centre roundabout planting – revised quotes requested**
- **Wapses Lodge Roundabout improvement**
- **White Knobs play area**
- **Bore Hole**
- **Proposal for consideration of forming a Town Council – for review following the May 2024 elections.**

12. **Youth Provision (JW)**

To receive an update on the youth provision review

13. **Project Plan update**

To review the plan and note the updates and progress.

14. **Correspondence** – circulated to all on receipt

Dates for information

Council Meetings	Planning Committee meetings
17th April – 7:30pm	17th April 2024 – 6:30pm

Draft Dates for 2024/25 for information

22nd May – Annual Parish Meeting	
15th May – 6:00pm Statutory Meeting	15th May 2024 – 7:30pm
	29th May – 6:30pm
12th June – 7:00pm	19th June – 6:30pm
10th July – 7:00pm	10th July – 6:30pm
	31st July – 6:30pm
	21st August – 6:30pm
11th September – 7:00pm	11th September – 6:30pm
9th October – 7:00pm	2nd October – 6:30pm
	23rd October – 6:30pm
13th November – 7:00pm	13th November – 6:30pm
	4th December – 6:30pm
8th January 2025 – 7:00pm	8th January – 6:30pm
	29th January – 6:30pm
12th February – 7:00pm	19th February – 6:30pm
12th March – 7:00pm	12th March – 6:30pm
9th April – 7:00pm	2nd April – 6:30pm
	23rd April – 6:30pm

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