(INCORPORATING VALLEY AND HARESTONE WARDS)

Members of Caterham Valley Parish Council are summonsed to the Meeting of the Parish Council to be held on **Wednesday 8th April 2026 at 7.00pm at Caterham Valley Library, Stafford Road, Caterham**

26th March 2026

Maureen Gibbins – Clerk & RFO
Maureen B Gibbins

Members of the public and press have a right, and are welcome to attend this meeting however are requested to notify 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.

3. **Minutes(2 mins)**
   To approve the minutes of full Council meeting held 11th March 2026.

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.*

5. **Neighbourhood Plan Update (5 mins) (JG/AE)**
   5.01 To RECEIVE an update on the Neighbourhood Plan.

6. **Planning Committee (15 mins)(JG)**
   6.01 Planning Committee: to approve the minutes of the Planning Committee meeting held on 11/03/26 and 01/04/26
   6.02 Full Council to receive the minutes of the Planning Committee meeting held on 11/03/26 and 01/04/26.

7. **Community Assets (5 mins) (RS)**
   7.01 Assets of Community Value
   7.02 Fields in Trust

8. **Standing Orders (5 mins)**
   To REVIEW the unchanged Standing Orders

9. **Financial Regulations (5 mins)**
To REVIEW the unchanged Financial Regulations

10. **IT Policy**
To REVIEW and ADOPT the NALC recommended IT Policy.

11. **Finance for review**

11.01 Review of Income and Expenditure to end of March 2026

11.02 Review of expenditure since 11th March 2026 meeting:

Standard Life – Pension	£ 43.81
Clerk Expenses	£ 62.61
Clerk Salary	£1,916.92
HMRC – PAYE & NI	£3,224.91
Caterham on the Hill PC – CCWNPIG Contribution	£3,250.00
Litter Operative Salary	£1,041.91

11.03 Funding request of £500 from Air Ambulance Charity Kent Surrey Sussex

12. **Communications**

12.01 To receive an update regarding the CR3 magazine submissions and general PR.

13. **Projects: (5 mins)**

- **New Parish Noticeboard at St John's Church**
- **Town centre roundabout planting**
- **Bore Hole**
- **St John's Church Garden**
- **St John's School planters**

14. **Youth Provision (5 mins)**
To receive an update on the attendances at the sessions

15. **Clerks report and update (Clerk) (10 mins)**

15.01 To review the plan and note the updates and progress.

15.02 Picnic in the Park – 14th June 2026 – To REVIEW the Plans

15.03 Annual Parish Assembly – 18th May 2026 – To REVIEW the arrangements

15.04 Christmas Market – 28th November 2026 – To REVIEW the arrangements

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

Dates for 2025/26 for information

01 April 2026		Planning	6.30pm	CVPC Library
08 April 2026		COUNCIL	7.00pm	CVPC Library
22 April 2026		Planning	6.30pm	CVPC Library

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