(INCORPORATING VALLEY AND HARESTONE WARDS)

Minutes of the meeting of Caterham Valley Parish Council Planning Committee held at Caterham Valley Library, Stafford Road, Caterham CR3 6JG, on Wednesday 1st April 2026 at 6:30pm

Cllr Jenny Gaffney – Chair
Cllr Annette Evans
Cllr Tony Pearce
Mr Neil Farrance – Co-opted Member
Mr Peter Brent – Co-opted Member

Mrs M Gibbins - Clerk & RFO

M I N U T E S

1. **Apologies for absence:**
There were none received.

2. **Declarations of Disclosable Pecuniary Interest:** *To receive any disclosure by members of personal pecuniary 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.

3. **Public session:** There were 7 members of the public in attendance in respect of application TA/2026/198; 2 members in respect of application TA/2026/269 and 1 member to observe the meeting.
The Chairman thanked the residents for attending the meeting and raising their concerns.

4. **To consider and make comment on the following Planning Applications:**
4.1 TA/2026/198
Lawful Development Certificate (existing) The property is being used as a HMO Class C4
125 Commonwealth Road, Caterham CR3 6LU *Case Officer: Alda Song*
Comment: Caterham Valley Parish Council objects to this application for the following reasons:
- **The applicant asserts that the property is already in use as a Use Class C4 House in Multiple Occupation (HMO), occupied by three unrelated individuals since 21 January 2026. We believe this claim is inconsistent with the factual situation on site. Up to Saturday 28th March 2026, the property was unoccupied with no one actually living at the site. Photographic evidence from neighbours shows furniture being delivered on the 28th March, which was also when the first tenants started to occupy the property. There does not appear to be evidence that the HMO use took place prior to this date.**
- **The supporting administrative documents listed in the covering letter / statement are not available to view on the planning portal.**
- **The property has been undergoing building works and has not been in a habitable state, with rubble also in the back garden. The works appear to be part of a broader effort to convert or adapt the property for HMO use. The nature and extent of the works**

suggest that they may require planning permission and/or building control approval. The Parish Council request that this is given careful consideration.

- **This property has not been previously occupied as a HMO and there is an Article 4 Direction covering Caterham and Whyteleafe areas which removes automatic permitted development rights for changes from C3 to C4 in those areas.**
- **While HMOs do have a place to play in housing accommodation, this property is currently a 3-bedroom home and the Caterham, Chaldon and Whyteleafe Neighbourhood Plan attests that Caterham's requirement is for 2 and 3-bedroom properties.**
- **We have serious concerns that the owner will try and get planning permission for the 3-bedroom HMO and turn the other communal areas into bedrooms at a later date, causing issues with rubbish and recycling provision, and parking as this road is at capacity.**
- **Neighbours' concerns, which in the main mirror those of the Parish Council, need to be taken into consideration.**
- **A site visit by the Officer is requested.**

Caterham Valley Parish Council believes the application fails to meet the criteria for a Lawful Development Certificate and requests this application be refused and a full application is submitted.

4.2 TA/2026/279
Proposed Ground Floor Extension
23 Markfield Road, Caterham CR3 6RP *Case Officer: Tianjiao Ma*
Comment: The Councillors leave to TDC Officer

4.3 TA/2026/248
Erection of single storey side extension and porch
42 Tillingdown Hill, Caterham CR3 6QL *Case Officer: Diane Verona*
Comment: The Councillors leave to TDC Officer

4.4 TA/2026/145
Proposed Loft Conversion with Dormer
Woods End, 32 Dome Hill Peak, Caterham CR3 6EH *Case Officer: Grant Rogers*
Comment: The Councillors leave to TDC Officer

4.5 TA/2026/269
Erection of 1x self-build dwelling, garage, access, parking and landscaping
Land between Pentlands & Appledore, Harestone Hill, Caterham CR3 6BG
Case Officer: Diane Verona
Comment: Caterham Valley Parish Council objects to this application for the following reasons:

- **The Surrey Hill National Planning Landscape Advisor says that**
  'The site currently lies outside the Surrey Hills National Landscape. However, Natural England (NE) is proposing after extensive consultations that this well wooded area be included within the Surrey Hills National Landscape (SHNL). The formal Boundary Review following thorough formal and informal consultations, has reached a very advanced stage with NE proposing to submit to the Secretary of State this area for formal designation this summer. Natural England, following the assessment of specialist landscape consultants experienced in advising upon National Park and National Landscape boundaries, consider that this area, unsurprisingly, meets NE's criteria of natural beauty sufficient for designation. From the submitted Planning and Design and Access Statements the agents submitting the application have not appreciated this factor and therefore have not addressed it.'

The issues raised by the Surrey Hill National Planning Landscape Advisor should be addressed before any planning permission is considered.

- **Point 2.3 of the Harestone Design Guide states:**
  'Some of the character areas extend beyond the boundary of the urban area and into the Green Belt; these are East Tupwood Lane and a small section of Harestone Hill. In these areas Green Belt policy will take precedence.
- **Surrey County Council as Lead Flood Authority have suggested a condition on the application which says:**
  'The development hereby permitted shall not commence until details of the design of a surface water drainage scheme have been submitted to and approved in writing by the planning authority. The design must satisfy the SuDS Hierarchy and be compliant with the NPPF and the accompanying PPG.'

We would have expected this level of detail to be part of the submitted application and not provided retrospective to the planning permission.

- **Paragraph 3.4 – Key Design Considerations of the Design and Access statement states that 'the land is in disrepair' and thus seeks to detract from its amenity value. The site's current state of disrepair is likely due to the applicant's own recent activities, such as bringing in building materials, felling trees, and leaving debris and other rubbish.**
- **The recognised accommodation need in Caterham is for 2 and 3-bedroom family homes with good transport and amenity links, and this is acknowledged in the Caterham Chaldon and Whyteleafe Neighbourhood Plan. There is no proven 'unmet need' for luxury homes like this proposal, particularly considering its lack of accessibility to public transport. The assertion that the site is an "infill plot" and has a "developed" frontage is not accurate.**
- **The route from Caterham is steep, lacks pavements and lighting, and can be impassable in bad weather, so the consideration that bicycle access is an option is really impractical to the majority of people. The road is in poor condition and unsuitable for regular cycling, making car transport more practical and reasonable. The proposal is not close to amenities with good transport links as it is a rural road with no bus facility.**
- **We do not consider the proposed development to be innovative or high-quality as it appears to be two stacked boxes and does not reflect the character of the area and does not blend with the natural topography. Access to the house relies on a sequence of steps with no vehicular access.**
- **The Parish Council believes this proposal is contrary to Policy CCW4: Character and Design of Development of the emerging Caterham, Chaldon and Whyteleafe Neighbourhood Plan, DP7: General Policy for New Development, Detailed Policies 2014 and Policy CSP18 Character and Design of the Core Strategy 2008.**
- **The neighbour's concerns must be given due consideration.**

Caterham Valley Parish Council request that this application be refused.
Cllrs Annette Evans and Robin Spencer will take the application to Committee should the Officer be minded to approve.

4.6 TA/2026/291

Rear extension of more than one storey with 3 metre depth and the installation of rooflights (Certificate of Lawfulness (Proposed)).

Farthings, 123 Tupwood Lane, Caterham CR3 6DF *Case Officer: Grant Rogers*

Comment: The Councillors leave to TDC Officer

4.7 TA/2026/243/TPO
1) - Beech RHS of drive - Carefully dismantle to as close to ground level as possible utilising a Mobile Elevated Work Platform.
140 Harestone Hill, Caterham CR3 6DH *Case Officer: Alastair Durkin*
Comment: Councillors leave to TDC Tree Officer.

4.8 TA/2026/262/TPO
Please refer to photos provided: T1) – Oak - Reduce the crown by up to 2.5m in height and lateral spread, removing suitable secondary growth to leave a balanced and natural crown form. All works to be carried out in accordance with BS3998:2010 Tree Work Recommendations. T2) – Beech - Lift the lower limb(s) adjacent to the building to provide approximately 2m clearance from the structure, removing secondary growth where appropriate while retaining the natural form of the tree. Works to comply with BS3998:2010. T3) – Oak - Reduce lateral growth by up to 2m back to the boundary line and prune branches to provide approximately 2m clearance from the building, maintaining a balanced crown structure. Works to be undertaken in accordance with BS3998:2010 Tree Work Recommendations.
High Beeches, Tupwood Scrubbs Road, Caterham CR3 6TH *Case Officer: Alastair Durkin*
Comment: Councillors leave to TDC Tree Officer

4.9 TA/2026/305/TPO
1) - Black Pine (Pinus nigra) - Rear boundary, mature - Reduce branches in length on the lower right hand side of the crown, towards the Lawson Cypress in length by approximately 1.0-1.5m and crown lift to 3m. Main low scaffold branch is to remain. All branches will be cut to the nearest available growth point or side lateral branch. Aiming to re-balance the general shape, from approximately the two o'clock position to the bottom of the crown. Crown thin by approximately 10% and remove major deadwood. 2) - Lawson Cypress (Chamaecyparis lawsoniana) - Right hand boundary, last , nearest the Black Pine - Carefully section fell to a workable ground level. The stump is to be cut flat in the same plane as the surrounding ground.
9 Highwoods, Caterham CR3 6AX *Case Officer: Alastair Durkin*
Comment: Councillors leave to TDC Tree Officer

Meeting closed at: 19:18

The next planning meeting will be held at 6:30pm on Wednesday 22nd April 2026
Copies of Parish Council minutes are held by the Clerk and are available on the Parish Council web-site: www.caterhamvalleypc.org.uk Mrs M Gibbins, Parish Clerk, Tel: 07510 226989