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**Members are summoned to a meeting of Caterham on the Hill Parish Council being held at 7.30pm on Wednesday 13<sup>th</sup> September 2023 at the Westway Centre, Chaldon Road, Caterham**

Signed *Helen Broughton*

Clerk to the Council

7<sup>th</sup> August 2023

*Members of the public are invited to attend either in person or remotely.*

*The Zoom link is given below.*

*For the passcode which is required for virtual access please email [clerk@caterhamhillparishcouncil.co.uk](mailto:clerk@caterhamhillparishcouncil.co.uk) by 4pm on the day of the meeting.*

[Zoom Link](#)

## **AGENDA**

23/38	<b>Apologies for absence</b> To receive apologies for absence.
23/39	<b>Declarations of interest and dispensation requests</b> To receive declarations of interest arising from the agenda.
23/40	<b>Public forum</b> 15 minutes for the public to ask questions or raise issues.
23/41	<b>Minutes of the last meeting and Action list</b> To agree that the minutes of the meeting held on 17 <sup>th</sup> July 2023 be signed by the Chair as a correct record ( <a href="#">minutes</a> ) and to note the action list ( <a href="#">action list</a> )
23/42	<b>Co-option</b> <ul style="list-style-type: none"><li>i. To consider co-option for a vacancy in the Portley Ward.</li><li>ii. Subject to 23/42i, to receive the Declaration of Acceptance of Office from the co-opted councillor.</li></ul>
23/43	<b>Reports</b> <ul style="list-style-type: none"><li>i. To receive a report from the County Councillor.</li><li>ii. To receive an update from the Chairs of the Neighbourhood Plan Joint Committee.</li></ul>
23/44	<b>Projects and Environment</b> <ul style="list-style-type: none"><li>i. To receive an update from Cllr Dennis on tree planting in Queens Park and agree action</li><li>ii. To consider the purchase of a water bowser for Queen's Park to help with watering</li></ul>

	<p>plants and any new trees that are planted at a cost of £500.</p> <ul style="list-style-type: none"> <li>iii. To receive an update on removal of banners and signs and consider a request from the Chaldon Fete that they be refunded for those removed.</li> <li>iv. To agree membership of a Christmas Working Group and agree a date for a meeting.</li> <li>v. To agree to delegate to the Clerk all arrangements and expenditure (within budget) related to Christmas events in consultation with the Working Group.</li> <li>vi. To consider sharing the cost of a bench on Waller Lane with Caterham Valley PC.</li> <li>vii. To further consider purchasing a bin to go outside co-op at a cost of up to £550.</li> <li>viii. To further consider purchasing three fox proof bins in the Town End Area (Wood Lane side of playground, in Wood Lane, bench on Town End Rec)</li> <li>ix. To note that the allotment competition judging has taken place and winners informed.</li> </ul>
23/45	<p><b>Queens Park toilet facilities</b></p> <p>To consider three quotations to provide toilet facilities to the children's play area.</p>
23/46	<p><b>Surrey Parking Review</b></p> <p>To agree action on the Surrey Parking Review and consider a resident's request that the Parish Council support double yellow lines on the section of Salmons Lane from Whyteleafe Hill to Torwood Lane. <a href="https://www.surreycc.gov.uk/roads-and-transport/parking/local-news-and-updates/tandridge/parking-review-23">https://www.surreycc.gov.uk/roads-and-transport/parking/local-news-and-updates/tandridge/parking-review-23</a></p>
23/48	<p><b>Meeting Dates</b></p> <ul style="list-style-type: none"> <li>i. To consider the timing of planning meetings.</li> <li>ii. To note the date of the next Council meeting as Wednesday 8<sup>th</sup> November 2023</li> </ul>