

Helen Broughton Clerk to the Council
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**Councillors are summoned to a full meeting of Caterham on the Hill Parish Council
being held at 7.30pm on Wednesday 6th July 2022
at the Westway Community Centre, 25 Chaldon Road, Caterham**

Members: Cllr V Robinson (Chairperson), Cllr G Dennis (Vice Chairperson), Cllr H Bilton, Cllr C Botten, Cllr G Duck, Cllr M Grasso, Cllr K Mansfield, Cllr E Payne, Cllr R Stead

The press and members of the public are invited to attend.

To join the meeting via Zoom please follow the link below. Registered electors of the village wishing to join the meeting remotely can obtain a password for the meeting by emailing the Parish Clerk up until 5pm on the day of the meeting. Email: clerk@caterhamhillparishcouncil.co.uk

[ZOOM LINK](#)

Signed: *Helen Broughton*

Clerk to the Council

30th July 2022

AGENDA

C 22/15	Apologies for absence To receive apologies for absence
C 22/16	Declarations of interest In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any interests pertaining to the agenda.
C 22/17	Public forum 15 minutes to enable members of the public to ask questions or raise issues
C 22/18	Tandridge Voluntary Action (TVA) To receive a presentation by TVA
C 22/19	Previous minutes <ul style="list-style-type: none">i. To agree that the minutes of the Annual Council Meeting held on 11th May 2022 be signed by the Chairperson as a true record (draft minutes)ii. To note the minutes of the following committee meetings:

	<ul style="list-style-type: none"> • Projects meeting – 8th June 2022 (draft minutes) • Finance and General Purposes – 8th June 2022 (draft minutes) • Planning – 24th June 2022 (draft minutes) • Caterham, Chaldon and Whyteleafe Neighbourhood Plan Implementation Group – 2nd July 2022 (draft minutes to follow)
C 22/20	<p>Committee Membership To re-appoint committee membership to the Finance and General Purposes Projects, Planning and Environment Committees.</p>
C 22/21	<p>County Councillors report To receive a report from the County Councillor.</p>
C 22/22	<p>Finance and General Purposes</p> <ol style="list-style-type: none"> To consider a grant request from the Citizens Advice Bureau (circulated with agenda to councillors) To consider a grant request from the Caterham Barracks Community Trust (circulated with agenda to councillors) To agree to pay for refurbishment of the Coulsdon Road railings at a cost of £7,100 and invoice Tandridge District Council for £3,100, subject to quotations being received. To approve the schedule of payments (to follow) To note the net position as at 31 05 2022 (Accounts) To note the internal auditors report and recommendations from the Finance and General Purposes Committee that no further action is required. (Report) To receive a report on Community Infrastructure Levy reserves and agree action. (CIL guidance) To approve a 2022/23 budget recommendation from the Chaldon, Caterham and Whyteleafe Neighbourhood Plan Implementation Group (to follow) To approve the Parish Council article for the August issue of the CR3 magazine (draft)
C 22/23	<p>Projects To receive an update on the Family Fun Day being held on August 28 and agree action.</p>
C 22/24	<p>Civic Protocol To agree protocol on marking the death of a senior national figure (draft protocol).</p>
C 22/25	<p>Members to resolve that under the Public Bodies (Admission to the meetings) Act 1960, to exclude the public and press from discussions concerning the following item that which relates to confidential staff matters.</p>
C 22/26	<p>Staff matters</p> <ol style="list-style-type: none"> Appointment of clerical and projects support for CCWNPIG Approval of job description (circulated to councillors by email) Resilience Officer vacancy