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**A meeting of the Projects Committee  
is to be held at 6.30pm on Wednesday 12<sup>th</sup> October 2022  
at the Caterham Ex Service Mens' Club, 15 Town End Close, Caterham CR3 5UJ**

**Committee members:** Cllrs M Grasso, K Mansfield, E Payne, V Robinson, R Stead

Members of the public can also view the meeting remotely via the link below.  
PLEASE EMAIL THE CLERK BY 4PM ON THE DAY OF THE MEETING FOR THE PASSCODE.

[Join Zoom Meeting](#)

Signed *Helen Broughton*

Clerk to the Council

5<sup>th</sup> October 2022

**AGENDA**

PR 22/12	<b>Apologies for absence</b> To receive apologies for absence.
PR 22/13	<b>Declarations of interest and dispensation requests</b> To receive declarations of interest arising from the agenda.
PR 22/14	<b>Public forum</b> 15 minutes to enable members of the public to ask questions or raise issues.
PR 22/15	<b>Minutes of the previous meeting</b> Members to agree that the minutes of the meeting held on 8 <sup>th</sup> June 2022 be signed by the Chair as a correct record ( <a href="#">previous minutes</a> ).
PR 22/16	<b>Christmas arrangements</b> To agree the following arrangements for Christmas: <ul style="list-style-type: none"><li>i. To appoint Ultralite as contractors for 2022/23 lamppost motifs and Cedar Tree lights.</li><li>ii. To agree that the switching on of the Cedar Tree Lights finishes by 6.50pm on 27<sup>th</sup> November to enable residents to attend the St Mary's Carol Service at 7pm.</li><li>iii. To agree a beneficiary of the Christmas Switch-on collections</li><li>iv. To arrange dates for Christmas Working Group meetings.</li><li>v. To agree other Christmas arrangements.</li></ul>

PR 22/17	<p><b>Winter Maintenance and drainage clearance</b></p> <ul style="list-style-type: none"> <li>i. To agree purchasing new grit bins at the following locations at a cost of up to £400 each: <ul style="list-style-type: none"> <li>• Essendene Close (to replace a damaged bin)</li> <li>• Banstead Road traffic lights (to replace bin removed by SCC as damaged)</li> </ul> </li> <li>ii. To delegate to the Clerk the purchase and use of grit as required within the budget.</li> <li>iii. To delegate to the Clerk arrangements for drainage clearance, within budget.</li> </ul>
PR 22/18	<p><b>Defibrillators</b></p> <p>To consider purchasing defibrillators in Westway and Portley Wards.</p>
PR 22/19	<p><b>Parish Warden report</b></p> <p>To receive a report from the Parish Warden and agree action (report circulated)</p>
PR 22/20	<p><b>Committee budget</b></p> <p>To consider and recommend the 2023/24 Projects Committee budget (draft budget circulated)</p>