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**Minutes of a meeting of the Projects Committee
held at 6.30pm on Wednesday 8th June 2022
at the Caterham Ex Service Men's Club**

Present: Cllrs M Grasso, K Mansfield, V Robinson, R Stead

In attendance: Mrs H Broughton (Clerk) and 2 members of the public

PR 22/01	<p>Election of Chairperson and Vice Chairperson</p> <p>i. Proposed by Cllr Mansfield and seconded Cllr Grasso that Cllr Payne be appointed Projects Committee Chairperson for the 2022/23 Council year. There being no other nominations she was appointed unopposed</p> <p>ii. Proposed by Cllr Robinson and seconded by Cllr Stead that Cllr Mansfield be appointed Projects Committee Vice-Chairperson for the 2022/23 Council year. There being no other nominations she was appointed unopposed</p> <p><u>Cllr Mansfield in the Chair</u></p>
PR 22/02	<p>Apologies for absence</p> <p>Apologies for absence were received from Cllr Payne.</p>
PR 22/03	<p>Declarations of interest and dispensation requests</p> <p>There were no declarations of interest arising from the agenda.</p>
PR 22/04	<p>Public forum</p> <p>There were no questions from members of the public.</p>
PR 22/05	<p>Minutes of the previous meeting</p> <p>It was resolved that the minutes of the meeting held on 13th April 2022 be signed by the Chair as a correct record.</p>
PR 22/06	<p>Family Fun Day</p> <p>An update on the Family Fun Day arrangements was received from Cllr Mansfield.</p> <ul style="list-style-type: none">• Working Group meeting held• 35 stalls to date• Centre ring schedule being drafted including birds of prey display and community

	<p>groups.</p> <ul style="list-style-type: none"> • Considering a brass band to open the event • Confirmation and quotation needed from the company providing sound • Cllr Robinson was speaking to DBS volunteers who would be responsible for any lost children at the event • Next Working Group meeting being held on 20th June from 7 to 8pm by Zoom. All invited. <p>It was agreed:</p> <ol style="list-style-type: none"> i. to order 7 banners at a cost of £45 and posters. ii. that the Clerk ask which councillors were available to help on the day.
PR 22/07	<p>Bins</p> <ol style="list-style-type: none"> i. It was agreed to purchase fox proof bins at either end of the path that runs across Westway Common at a cost of up to £400 each from CIL earmarked reserves, subject to agreement from Tandridge District Council. ii. It was agreed that Cllr Grasso undertake an audit of litter bins with the help of the Parish Warden.
PR 22/08	<p>Railings on Coulsdon Road</p> <p>The Parish Council had been asked to contribute to the refurbishment of the railings along Coulsdon Road.</p> <p>Cllr Taylor O’Driscoll was invited to speak and said that the railings were part of the former hospital and in disrepair. There had been agreement from Tandridge District Council (TDC) to fund refurbishment in 2014 but this had not taken place. TDC had undertaken a tendering exercise and had advised that refurbishment would cost between £3k and £4k. It was being requested that the Parish Council contribute half of the costs although it was noted that TDC were responsible.</p> <p>It was recommended that the Parish Council fund up to £4k for refurbishment of the railings from the CIL earmarked reserved. This was subject to quotations being received from TDC and on condition TDC cover any future maintenance.</p>
PR 22/09	<p>Queens Park</p> <p>Cllr Robinson gave an update on equipment in need of repair in the Queens Park Play Area. The large climbing frame and slide had been closed following a safety inspection and would cost £15,000 to repair. This was further complicated due to the play area possibly being moved following consultation on improvements to Queens Park. One suggested solution was for replacement equipment to be moveable.</p> <p>It was agreed to approach TDC for a joint approach to repairing / replacing the equipment.</p>
PR 22/10	<p>Noticeboard</p> <p>It was agreed to purchase a new Parish Council noticeboard on Whyteleafe Road at a cost of up to £1,500 (plus vat).</p>
PR 22/11	<p>Parish Warden report</p> <p>The Parish Warden reported:</p>

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| | <ul style="list-style-type: none">• Two sentinel soldiers have been installed in Victor Beamish Avenue.• Bunting has been placed on railings etc for the Jubilee• Two abandoned cars without road tax reported and now gone.• Number of overgrown hedges and letters have been given to residents.• Alleyways by Westway Centre, Queens Park, Library overgrown.• Complaint received regarding silt around the road islands in Coulsdon Road.• Issue with hedge in Whyteleafe Road and end of Essendene Road owned by resident who cannot cut it. Needs removing and replanting / fence installing.• Hedge at 106 Buxton Lane had been cut by the Parish Council's contractor.• Overgrown hedge on Coulsdon Road have been sent a letter. The resident had advised the Parish Council that this was the responsibility of a housing association who had now been contacted.• Weeds on the raised pathway at the junction of Church Hill and Stanstead Road have been reported.• Raglan planters untidy. |
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The meeting closed at 7.30pm