

Helen Broughton Clerk to the Council
65 Court Road
Caterham Surrey CR3 5RH

Tel: 01883 708310

Email: clerk@caterhamhillparishcouncil.co.uk

Website: www.caterhamhillparishcouncil.co.uk



**Minutes of a meeting of Caterham on the Hill Parish Council
held at 7.30pm on Wednesday 22nd March 2023
at the Westway Community Centre, 25 Chaldon Road, Caterham**

Present: Cllr H Bilton, Cllr C Botten, Cllr G Duck, Cllr M Grasso, Cllr E Payne, Cllr G Dennis (virtually)

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

It was agreed that Cllr Botten Chair the meeting

C 22/58	Apologies Apologies had been received from Cllrs Robinson and Aldous and Cllr Dennis who was attending virtually. These were accepted by the Council.
C 22/59	Declarations of interest Cllr C Botten and Cllr G Duck declared an interest in item 22/54i, the nature of their interest being that they were Trustees of the Caterham Barracks Community Trust.
C 22/60	Public forum Residents raised the following issues: <ul style="list-style-type: none">• Roundabouts at Chaldon Road, end of Westway and Church Hill have no markings and are dangerous, particularly for those not aware of the roads. The Clerk would contact the County Councillor regarding this.• The road outside the Dene hospital was flooding. This had been an issue for many years and the County Councillor was aware.
C 22/61	Previous minutes It was agreed that the minutes of the Council Meeting held on 11 th January 2023 be signed by the Chairperson as a true record.
C 22/62	County Councillor report A report from the County Councillor had been circulated.
C22/63	Action List / Clerks Report The list of resolutions and actions was noted.
C22/64	Councillor vacancy It was noted that the notice of vacancy following the resignation of Cllr Kerry Mansfield had been posted. The District Council has just confirmed that there was no request for an

election and co-option would be considered at the next meeting.

C 22/65

Finance and General Purposes

i. **Grant request from the Arc**

A grant request had been received from the Caterham Barracks Community Trust (CBCT) for fully accessible toilets at the Arc. The total amount requested was £50,000 from CIL funds. As part of due diligence an accountant had reviewed the CBCT accounts and a solicitor the CBCT constitution. They had reported no concerns. Advice from the District Council and Surrey Association of Local Councils was that this was appropriate use of CIL. Cllr Botten and Duck did not participate due to interests. Cllr Duck left the room.

It was proposed and seconded that a grant of £50,000 from CIL monies be approved. Unanimous.

ii. **Bus shelter**

It was proposed and seconded that a bus shelter, funded by CIL, be installed on the Westway. This was unanimously approved.

iii. **Grant request for fireworks**

A grant request had been received for fireworks as part of an event to mark the coronation of King Charles III. A grant of £900 was approved.

iv. **Grant request from East Surrey Dial a Ride (ESDAR)**

A grant request had been received from ESDAR for patient transport. A grant of £1,000 was unanimously approved to ESDAR.

v. **Grant request from Freedom Leisure**

This grant request was rejected.

vi. **Grant request from Riddlesdown Football Club**

This grant request was rejected as outside the Caterham on the Hill area.

vii. **Grant request from the Caterham Carnival**

A grant of £3,570 was unanimously approved.

viii. The following payments were approved:

For approval

3 rd Caterham Scouts	Use of Van in November	14.10
CBCT	Ukrainian Support Feb 2 nd	312.00
CBCT	Ukrainian Support 6 th Feb	336.00
Route 22	MS 365 annual fee	1272.53
The Westway	Feb and March grant payments	10,000
Mulberry and Co	Report on CBCT Accounts	144.00
CBCT	Ukrainian Support	300.00
CBCT	Ukrainian Support	242.00
Ivy Leaf	Hillcroft Corner	448.00
Route 22	CCWNP domain renewal	174.00

Income

TDC	Contribution to railings	4,000.00
-----	--------------------------	----------

	Regular payments (pre-approved)		
	Gradwell	Telephone transfer fee	6.00
	Adobe Creative	Monthly fee for software	19.97
	Lloyds Bank	Service fee	7.00
	<p>ix. The accounts as at 31 01 2023 were noted.</p> <p>x. The asset register was approved.</p> <p>xi. The assessment of administrative and financial risk was considered and approved.</p> <p>xii. Internal audit procedures were considered and approved as satisfactory.</p> <p>xiii. It was agreed that Cllr Grasso be added as a bank signatory to the Unity Bank.</p> <p>xiv. The Neighbourhood Plan Joint Committee budget for 2023/24 as follows was approved.</p> <p>£3,000 Clerking and project administration costs</p> <p>£2,000 website</p> <p>£5,000 planning consultancy</p> <p>£100 room hire</p> <p>Total £10,100</p>		
C22/66	<p>Projects and Environment</p> <p>i. It was agreed to appoint CJS as contractors for the Raglan Precinct planters and a budget of £1,000 was approved.</p> <p>ii. It was noted that a litter pick was being held on 25th March.</p> <p>iii. Cllr Dennis was obtaining quotations and would present a paper on a proposal for a community orchard at a future meeting.</p>		
C22/67	<p>Planning</p> <p>It was noted that there was a public consultation for plans to develop 88 homes at the Kenley Campus, Victor Beamish Avenue. The Planning Committee would consider this.</p>		
C22/68	<p>Date of the next Council committee meetings: 12th April 2023</p>		