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**Minutes of a meeting of Caterham on the Hill Parish Council held at 7.30pm on
Wednesday 13th September 2023
at the Westway Centre, Chaldon Road, Caterham**

Present: Cllr V Robinson (Chair), Cllr H Bilton, Cllr C Botten, Cllr D Carpenter, Cllr G Dennis, Cllr M Grasso.

In attendance: County Cllr Jeremy Webster, Mrs H Broughton (Clerk) and 1 member of the public.

23/38	Apologies for absence Apologies for absence were received from Cllr G Duck and Cllr E Payne.
23/39	Declarations of interest and dispensation requests There were no declarations of interest arising from the agenda.
23/40	Public forum There were no questions from members of the public.
23/41	Minutes of the last meeting and Action list <ul style="list-style-type: none">i. It was agreed that the minutes of the meeting held on 17th July 2023 be signed by the Chair as a correct record.ii. The action list was noted.
23/42	Co-option <ul style="list-style-type: none">i. Co-option for a vacancy in the Portley Ward was considered by Members. It was proposed by Cllr Botten, seconded Cllr Bilton and agreed that Leena Sowambur be co-opted to fill the vacancy.ii. Leena Sowambur signed the Declaration of Acceptance of Office form in the presence of the Clerk. <u>Cllr L Sowambur joined the meeting.</u>
23/43	Reports <ul style="list-style-type: none">i. Report from the County Councillor A report had been circulated by the County Councillor. There was some discussion on parking restrictions on Salmons Lane and in other areas and Cllr Webster stressed that neither County Councillor was in favour of the proposed restrictions on Salmons Lane.ii. Update from the Chairs of the Neighbourhood Plan Joint Committee. It was reported that a grant of £10k to defray some of costs of the neighbourhood plan

	<p>had been received. The Joint Committee would review and amend policies with a view to a referendum being held in 2025. At the next Joint Committee meeting it was being proposed to amend the Terms of Reference to guarantee continuity of membership until the referendum. Cllrs Botten and Webster had committed to stay on the committee for at least 2 years.</p>
23/44	<p>Projects and Environment</p> <p>i. Tree planting Cllr Dennis reported that a grant has been made to the County Small Community Projects Fund for £15,000 to plant trees in Queens Park however this has become complicated with the involvement of the Friends of Queens Park and District Council. The District Council has been asked if it is making an application to the Kings Coronation Fund for tree planting. Cllr Dennis was meeting with Mr Hudson from the District Council regarding planting a wild orchard on Westway Common.</p> <p>ii. Purchase of water bowser for Queen’s Park Cllr Carpenter proposed that a bowser be purchased at a cost of £750 to help with watering plants and new trees in the park. This can be attached to a small tractor and the park volunteers had agreed to use and store it. It was agreed that this be deferred until after a meeting had been held with the District Council regarding plans for the park and for the grant application for trees to be approved.</p> <p>iii. Removal of the Chaldon Fete banners and signs. Cllr Grasso reported that marketing of the Chaldon Fete had resulted in many banners and signs being put up in Caterham. She had relocated some and taken photographs. Chaldon Fete Committee were requesting that the cost of banners removed be refunded. As the Parish Council had not been responsible for their removal it was agreed to reply to the Fete that it would not be refunding the cost of these. Banners on private fencing was starting to attract commercial banners. Cllr Grasso was now receiving information from SCC on banners with licences on the Stanstead Road railings.</p> <p>iv. Christmas Working Group It was agreed that the following members be appointed to the Christmas Working Group; Cllr Carpenter, Cllr Sowambur, Cllr Robinson, Mr Parr, Mrs Broughton, County Cllr Webster. An initial meeting of the Working Group would be held on 20th September. It was agreed to delegate to the Clerk all arrangements and expenditure (within budget) related to Christmas events in consultation with the Working Group.</p> <p>v. Bench in Waller Lane It was agreed to share the cost of a bench in Waller Lane with Caterham Valley PC, subject to details.</p> <p>vi. Litter bins A letter had been delivered to the manager of the Co-op at Town End asking if the store would pay for a litter bin to go on the pavement outside. There had been no response do date. It was agreed that Cllr Carpenter speak to the manager regarding this. It had been requested that three fox proof bins in the Town End area be purchased. It was agreed that Cllr Grasso obtain more information and liaise with the Parish Warden and Clerk.</p>

	<p>vii. Allotment competition It was noted that the allotment competition judging had taken place and winners informed.</p>
23/45	<p>External Auditors Report The External Auditors report was noted.</p>
23/46	<p>Surrey Parking Review The Surrey Parking Review was noted and a resident's request that the Parish Council support double yellow lines on the section of Salmons Lane from Whyteleafe Hill to Torwood Lane considered. It was agreed to respond to the resident that it would allow the consultation process to take its course.</p>
23/47	<p>Meeting Dates</p> <ul style="list-style-type: none"> i. The timing of planning meetings was considered, and it was agreed not to make any changes. This would be reviewed if necessary. ii. The next Council meeting was being held on Wednesday 8th November 2023

The meeting closed at 8.35pm