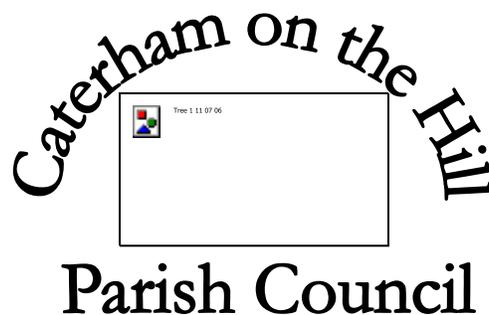


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Minutes of a meeting of the Projects Committee held virtually at 6.30pm on Wednesday 9th February 2022

Committee members: *Cllrs V Robinson (Chairperson – part meeting), H Bilton, K Mansfield, R Stead, J Webster (part meeting)*

In attendance: *Mrs H Broughton (Clerk), A Parr (Parish Warden) and the Westway Centre Manager*

PR 21/25	<p><u>Cllr Mansfield in the Chair</u></p> <p>Apologies for absence Apologies for absence were received from Cllr Grasso.</p>
PR 21/26	<p>Declarations of interest and dispensation requests There were no declarations of interest arising from the agenda.</p>
PR 21/27	<p>Public forum There were no members of the public present.</p>
PR21/28	<p>Terms of Reference Revised Projects Committee Terms of Reference, following the creation of an Environment Committee, had been circulated and were considered. It was resolved to recommend the Projects Committee Terms of Reference (Terms of Reference)</p>
PR 21/29	<p><u>Cllr Robinson joined the meeting</u> <u>Cllr Robinson in the Chair</u></p> <p>Christmas Feedback and suggestions following Parish Council Christmas events were noted and would be considered further at future meetings:</p> <ul style="list-style-type: none">• Request for Christmas Tree near the Tesco area• Cedar tree ceremony too long and difficulty hearing• Father Christmas to make more of an entrance <p><u>Memory Tree event:</u></p> <ul style="list-style-type: none">• Volunteers were spread thinly• Hold Memory Tree event on a different day to the Cedar Tree• Ceremony more in keeping with theme of remembering loved ones

	<ul style="list-style-type: none"> • Experienced volunteers needed for road closures • Buses an issue and road closures difficult at the junction of Westway and Chaldon Road • Permanent tree • Move tree (even if just for switch on) so that roads need do not need to be closed. <p>It was resolved that the 2022 Christmas events be held in the first week of December to ensure that they did not clash with Caterham Valley and Whyteleafe events.</p>
PR 21/30	<p>Future Events</p> <p><u>Cllr Webster left the meeting</u></p> <p>i. Provisional summer event planning `</p> <p>a) It was proposed that a Family Fun Day be held on Sunday 28th August. Unanimously approved.</p> <p>b) It was proposed to form a Family Fun Day working group and that members initially consist of Cllr Mansfield, Cllr Bilton, Cllr Robinson and Mr Parr. Mr Morley would be asked for his availability to join the group. Others could be invited to join. The date of the first meeting was suggested as Thursday 24th February at 12.30pm at the Royal British Legion. Unanimously approved.</p> <p>ii. Beating the Bounds</p> <p>Beating the Bounds had previously involved walking the boundary of Caterham on a day during the Caterham Festival.</p> <p>It was agreed to hold Beating the Bounds, possibly on 19th June, on condition that Cllr Grasso was able to lead the walk.</p> <p>iii. Allotment competition in 2022</p> <p>It was agreed to hold a 2022 allotment competition and to ask if Cllr Webster could lead on this.</p> <p>It was suggested that front gardens / balconies also be included. This would be considered further.</p> <p>iv. Jubilee Float</p> <p>The Westway Centre Manager outlined plans for a Jubilee Float which would give the opportunity for different sections of the community to come together. It was agreed that the Parish Council take part in this initiative.</p> <p>v. 2022 events timetable</p> <p>It was agreed that the Clerk draft a 2022 events timetable</p>
	<p>Parish Warden report</p> <p>The Parish Warden gave a verbal report which included the following:</p> <ul style="list-style-type: none"> • Concrete in gully on Homestead Road Leaves in gulleys • Graffiti down Wallers Lane

	<ul style="list-style-type: none">• Overgrown hedges – various. The Clerk would send letters.• Dog waste bins had been removed. <p>The Chair Mr Parr for all his work.</p>
PR 21/32	<p>Updates</p> <ul style="list-style-type: none">i. Fox proof bins had been installed although there was an issue with their weight which enabled them to be tipped over. A solution was being investigated.ii. Library books were being given as a donation to the library.