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**A meeting of Caterham on the Hill Parish Council
is to be held at 7.00pm on Wednesday 13th October 2021
in the Westway Community Centre, 25 Chaldon Road, Caterham**

Signed

Clerk to the Council

6th August 2021

AGENDA

All correspondence and papers referred to in the public part of this agenda are available to view on application to the Clerk to the Council

C 21/36	Apologies for absence To receive apologies for absence
C 21/37	Declarations of interest and dispensation requests To receive declarations of interest arising from the agenda
C 21/38	Public forum 15 minutes to enable members of the public to ask questions or raise issues
C 21/39	Previous minutes To approve the minutes of the following meetings as a true record: i. Finance and General Purposes – 8 th September 2021 (minutes) ii. Extraordinary Council - 27 th September 2021 (minutes)
C 21/40	Co-option / Committees / Working Groups i. To approve the co-option of Deborah Brent onto the Planning Committee in a non-voting capacity. ii. To agree action on co-option following the resignation of Mr Cowan from the Parish Council. iii. To approve the creation of an Environment Committee or Working Group and agree membership, terms of reference and budget. iv. To agree membership of the Christmas Working Group.
C 21/41	Finance and General Purposes i. To approve the schedule of payments and invoices (<i>to be circulated</i>). ii. To note the appointment of a Parish Warden by the Personnel Committee. iii. To note conclusion of audit and external auditors report (report). iv. To note that CIL of £33,652 will be received by the end of October.

C 21/42	Planning To agree additions to Local Heritage Listing with Surrey County Council https://www.surreycc.gov.uk/land-planning-and-development/historical-planning/listproject
C 21/43	Projects <ul style="list-style-type: none"><li data-bbox="389 289 1477 359">i. To agree to hold the Cedar Tree Lights event on 28th November with details being delegated to the Clerk with approval of the Christmas Working Group.<li data-bbox="389 367 1477 478">ii. To agree to installation of the Memory Tree and a switching on ceremony, with details being delegated to the Clerk with approval of the Christmas Working Group.<li data-bbox="389 487 1477 520">iii. To agree any other Christmas arrangements.<li data-bbox="389 529 1477 598">iv. To consider installing winter hanging baskets at a cost of £65 per basket plus vat.<li data-bbox="389 606 1477 676">v. To agree to request fox proof litter bins at either end of the alleyway near Town End Recreation Ground.<li data-bbox="389 684 1477 709">vi. To receive an update on High Street planters and agree action.