

Caterham on the Hill Parish Council
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**Minutes of a meeting of Caterham on the Hill Parish Council
held on Wednesday 10th February 2021
at 11am via video conference**

Present: Cllr J Webster (Chair), Cllr C Botten, Cllr D Brent, Cllr S Burningham (Vice Chair), Cllr G Dennis, Cllr H Rujbally and Cllr H Turner

In attendance: Mrs H Broughton (Clerk), District Cllr G Duck and 7 members of the public.

C 094 Apologies for absence

There were no apologies for absence

C 095 Declarations of interest arising from the agenda

There were no declarations of interest arising from the agenda.

C 096 Public forum

A resident of Hambledon Park gave the background to a previous bench referred to in agenda item 7iii, which had resulted in antisocial behaviour in the area and was removed. The Chair proposed a site visit when restrictions are lifted to which the resident would be invited.

A member of the Rotary Club advised that funding trees for private gardens was being considered and that in July 2020 Rotary and Kickstart, with 16 teenage volunteers, de-littered the area. The Rotary Club was thanked for its help with the vaccinations at the Westway Centre.

It was suggested that the area in front of the Westway toilets be landscaped to make it more attractive and it was remarked that the John Orrick Christmas tree in this area had been an excellent initiative.

C 097 Previous minutes

Resolved: that the minutes of the January meeting be signed by the Chair as a correct record.

C 098 Assets of Community Value

Representatives from Chaldon, Whyteleafe and Caterham Valley had been invited and were present at the meeting to discuss assets of community value. Various options were considered including the allotments and Salmons Lane Green freeholds being transferred to the Parish Council then to a community land trust.

Resolved:

- i. That Cllr Webster write a paper to be considered at a future meeting
- ii. That the Clerk compile a list of assets that could be registered as being of community value.

C 099 Finance & General Purposes

- i) **Resolved:** to approve the schedule of payments
- ii) **Resolved:** To approve signature of the Income and Expenditure and Bank Reconciliation as at 31st January
- iii) The effectiveness of the Parish Council internal control, including the management of risk was considered and actions agreed. It was **resolved** to adopt the paper.
- iv) The Chair of the Finance and General Purposes Committee had nothing further to report.

C 100 Projects

- i) **Christmas tree**
Resolved: to approve the installation of a power point for a Christmas tree in 2021 at a budget of up to £1,600.
- ii) **Trees**
Resolved:
 - i. to approve the purchase of trees on the Westway Common at a cost of up to £1,000.
 - ii. to request that Tandridge District Council include evergreen trees and a plan of the proposed locations for planting be given.
- iii) **Bench Hambledon Park**
Resolved: that a site visit be arranged to consider the bench when restrictions are lifted
- iv) **Litter**
Resolved: to hold a community litter pick in March with residents being asked to clear their roads at some point over that weekend.
- v) The Chair of the Projects Committee reported that a meeting had been held with the contractor regarding verge cutting and he would be providing a quotation.

C 101 Planning

The Chair of planning gave an update on planning matters including Church Walk.

Resolved: that a meeting of interested parties (Church Walk).be arranged.

C 102 Updates

The increase in parking on the pavement on Church Hill was noted. The County Councillor suggested that Caterham Valley Parish Council might consider bell mounts to prevent parking. The Caterham Valley Parish Council Clerk would be asked to contact the police.

C 103 Urgent business for inclusion on future Council and Committee agenda

There were no urgent matters.

Part 2

C 104 Staff Matters

Resolved: to approve the temporary appointment of a volunteer for the Parish Warden's role

The meeting closed at 12.20pm