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**Minutes of a meeting of the Projects Committee  
held at 148 Foxon Lane, Caterham at 2pm on Friday 6<sup>th</sup> July 2018**

**Present:** Cllrs Burningham (Chair), Webster, Dennis

**In attendance:** Cllr Orrick (part meeting), Mrs H Broughton, Clerk

**P015 Apologies for absence**

Apologies for absence were received and accepted from Cllrs Darlow, Turner and Rujbally.

**P016 Declarations of interest arising from the agenda**

There were no declarations of interest arising from the agenda.

**P017 Matters arising from the minutes of the previous meeting**

There were no matters arising from the previous meeting.

**P018 Flooding**

Cllr Dennis reported on the following:

- The Atkins report was now available.
- The Local Plan has a new policy in relation to flooding and the Flood Group would be scrutinising this to ensure it was adequate.
- The Neighbourhood Plan addresses flooding in its design section but it has been commented that there should be a separate flood section.

**P 019 Christmas celebrations**

A meeting with the Christmas lights contractor had been arranged for 11<sup>th</sup> July.

Cllr Burningham would be arranging Christmas Working Group meeting for the early Autumn.

**P 020 Commemoration of the end of WW1**

Cllrs Orrick and Webster had met with local schools regarding the project to commemorate the end of WW1 and this had been universally welcomed. The closure of Manor Avenue was suggested for health and safety reasons.

**RESOLVED:**

- to apply for a road closure Manor Avenue on Saturday 10<sup>th</sup> November between 9.45am and 12.30*
- that Cllr Orrick further investigate a grant application.*
- that the Clerk order 230-250 metal poppies at a cost of up to £4.99 each.*
- that a meeting of the Steering Group be arranged.*

- P 021**      **Commemorative tree for the Barracks**  
***RESOLVED: that the Clerk contact the Village Association for views on jointly funding a commemorative tree at the Barracks.***
- P 022**      **Volunteers**  
A paper was circulated outlining how a Street Angel scheme might work.  
***RESOLVED: to progress the Street Angel project, as recommended, with a pilot scheme launching in September.***
- P 023**      **Caterham Carnival action**  
There had been a number of requests for dog waste bins at the Caterham Carnival. It was suggested that an assessment be conducted to see if waste bins in alleyways and other key areas were needed. It was suggested that as litter bins can be used for dog waste these be a priority.  
***RESOLVED: to ask the Parish Warden to conduct an assessment as above.***
- P 024**      **Transport**  
A resident had requested for an extension to the 466/407 bus service.  
***RESOLVED:***  
***i.      to contact TFL to request an extension to the 466/407 bus service.***  
***ii.     to await the response to the above request before considering a shuttle service.***
- P 025**      **Commemorative plaques**  
Commemorative plaques for former deceased councillors had been suggested.  
***RESOLVED: to place plaques on benches at Hillcroft Corner and have a small ceremony in the Autumn.***
- P 026**      **Project Action sheet**  
Actions from previous meetings were noted.
- P 027**      **Urgent business for inclusion on future agenda**  
There was no urgent business

**The meeting finished at 3.25pm**