

---

**Minutes of a meeting of Caterham on the Hill Parish Council  
held on Wednesday 14<sup>th</sup> November 2018 at 7.30pm  
at the library, Westway, Caterham on the Hill**

**Present:** Cllr J Webster (Chair), Cllr H Turner, Cllr D Brent, Cllr J Orrick, Cllr C Botten

**Also present:** Mrs H Broughton, Clerk and 5 members of the public

**C 098 Apologies for absence**

Apologies for absence had been received from Cllr Burningham, Cllr Dennis, Cllr Darlow and Cllr Rujbally. These were accepted by the Council.

**C 099 Declarations of interest arising from the agenda**

There were no declarations of interest arising from the agenda.

**C 100 Public forum**

Transparency regarding the vacancy following the disqualification of Cllr Hooper was queried by a resident. The process for advertising the vacancy had been properly followed however concerns were noted and additional publicity would be considered for future vacancies.

**C 101 Minutes**

Minutes of the Council meetings held on 10<sup>th</sup> October and 24<sup>th</sup> October 2018 were approved and signed by the Chairman.

**C 102 Matters arising**

There were no matters arising.

**C 103 Committee reports**

**RESOLVED: to adopt the reports of the following meetings:**

**i) Projects Committee held on 2<sup>nd</sup> November 2018**

**ii) Finance and General Purposes Committee held on 2<sup>nd</sup> November 2018**

**C 104 Committee appointments**

**RESOLVED: to appoint Cllr Brent to the Planning Committee.**

**Projects**

**C 105 WW1 Commemorations**

Cllr Orrick gave an update on the WW1 commemorations.

- The poppy seeds planted at Town End had not germinated.
- There had been good feedback on the High Street poppies and on the Naming Ceremony.
- The majority of cards on pews, giving the name of a fallen serviceman, had been taken as requested.
- Poppies in High Street would be removed on the 30<sup>th</sup> November and volunteers were requested to help with this.
- Black edged poppies would be left with the homeowners.
- Bird feeders had all been sold with at least £1,200 being collected for Help for Heroes and possibly another charity.

It was suggested that the readers book from the Naming Ceremony be left at the library, perhaps in a display case. Details would need to be agreed with SCC.

The Council thanked Councillor Orrick for all his work.

***RESOLVED: to contact the library to request that the readers book be kept for the public to read at the library.***

**C 106 Cedar Tree Lights**

Arrangements were in hand for the Switching on of the Cedar Tree Lights.

It was suggested that a letter requesting a contribution to the lights from traders be distributed.

***RESOLVED: that if there was sufficient time and manpower a letter be sent to traders.***

**C 107 Report from the Chairman of the Projects Committee**

Dog bag waste dispensers had been installed at 3 further locations.

**Finance & General Purposes**

**C 108 Schedule of payments**

***RESOLVED: to approve the schedule of payments***

**C 109 Precept**

***RESOLVED: to approve recommendation F 042 that the precept be raised by £40,000 for the 2019/20 council year, subject to any further information received before the January meeting.***

**C 110 Resilience**

A list of resilience items as suggested by the Resilience Officer had been circulated.

***RESOLVED: to approve expenditure on the above, subject to suitable storage***

**C 111 Report from the Chairman of the Committee**

There was nothing further to report.

**Planning**

**C 112 CR3 Neighbourhood Plan**

A consultant had been employed to undertake a re-draft of the Neighbourhood Plan and a revised and shortened final draft would go to the District Council in December. A referendum was planned for May.

**C 113 Planning Committee Chairman's report**

There was nothing further to report.

**C 114 County Councillor report**

- Following heavy rain last week there had been flooding in the dip in Court Road due to a combination of blocked gullies and Autumn leaves. Cllr Botten was visiting sites with the highways engineer and meeting residents
- Cllr Botten had been on a site visit with the parking officer to look at yellow lines.
- Consultations from SCC were underway.

**C 115 Douglas Brunton Centre**

Notes from the Wellbeing Board and Parish Council meeting had been circulated. There were 5 options and a decision would be made at the Housing meeting in January.

**C 116 Outside bodies and other external events**

Information on external meetings and events was shared.

**C 117 Communication**

**RESOLVED: to circulate the following information:**

- i) Press release on the poppy project (drafted by Cllr Orrick)
- ii) Information on the library / precept for the website (drafted by Cllr Botten)
- iii) Press release on the Cedar Tree Lights switch on and dog waste bag dispensers (drafted by the Clerk)

**C 118 Urgent business for inclusion on future Council and Committee agenda**

Projects and F&GP library continuing issues.

Survey for disabled access to shops.

**The meeting closed at 9pm**