

Caterham on the Hill Parish Council  
65 Court Road, Caterham  
Surrey CR3 5RH

Telephone: 01883 708310

Email: [clerk@caterhamhillparishcouncil.co.uk](mailto:clerk@caterhamhillparishcouncil.co.uk)

[www.caterhamhillparishcouncil.co.uk](http://www.caterhamhillparishcouncil.co.uk)



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## Minutes of a meeting of Caterham on the Hill Parish Council held on Wednesday 14<sup>th</sup> October 2020 at 2pm via video conference

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

**In attendance:** Mrs H Broughton (Clerk) and 3 members of the public

**C 058 Apologies for absence**

Apologies for absence were received from Cllrs Turner and Rujbally and were accepted by the Council.

**C 059 Declarations of interest arising from the agenda**

There were no declarations of interest arising from the agenda.

**C 060 Public forum**

An issue was raised with cars being sold by a resident on the Highway and with cars parked on the pavement on Church Hill.

**C 061 Previous minutes**

**RESOLVED:** that the minutes of the September Council meeting be signed by the Chair as a true record.

**Finance & General Purposes**

**C 062 Schedule of Payments**

The schedule of payments and invoices had been circulated in advance of the meeting.

**Resolved: to approve the schedule of payments.**

**C 063 Budget**

A draft 3 year budget had been circulated in advance of the meeting

**Resolved: to approve the draft 2021 /22 budget.**

- C 064 Website Accessibility Statement**  
*Resolved: to approve a Website Accessibility Statement.*
- C 065 Memorial Plaques**  
*RESOLVED: to approve a budget of up to £200 for replacement memorial plaques.*
- C 066 Planning for the Future**  
*Resolved: to approve a budget of £300 for analysis of a Planning for the Future questionnaire.*
- C 067 Scribe Accounts**  
*RESOLVED: that the Parish Council subscribe to Scribe Accounts at a cost of £39 per month.*
- C 068 Update from the Chair of the Finance and General Purposes Committee**  
There was nothing further to report.

### Projects

- C 069 Cedar Lights**  
It had previously been agreed that there would be no public event this year due to the pandemic.  
*RESOLVED: that Cllr Burningham, Cllr Orrick and the Clerk form a Christmas Working Group to consider Christmas Celebrations and that the Clerk be delegated authority to take action.*
- C 070 Christmas retail display competition**  
*Resolved:*  
*i) to hold a retail Christmas display competition*  
*ii) that the Working Group agree categories and prizes.*
- C 071 Winter Maintenance**  
The Parish Warden had checked grit bins and the majority did not need re-filling. A new grit bin had been requested by residents of Georges Terrace.  
*RESOLVED: to approve the purchase of a new grit bin for Georges Terrace at a cost of up to £300.*
- C 072 Update from the Chair of the Projects Committee.**  
A meeting with contractors regarding verge maintenance would be arranged in the new year.
- C 073 Planning**  
Cllr Dennis gave an update on planning issues.
- C 074 Urgent business for inclusion on future Council and Committee agenda**  
Cllr Botten advised that the bidding process for community grants was now open.

**The meeting closed at 3.05pm**