

Caterham on the Hill Parish Council  
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**Minutes of a meeting of Caterham on the Hill Parish Council  
held on Wednesday 13<sup>th</sup> November 2019 at 7.30pm at  
the Westway Centre, 25 Chaldon Rd, Caterham CR3 5TA**

**Present:** Cllr S Burningham, Cllr H Turner, Cllr G Dennis, Cllr D Brent,  
Cllr C Botten.

**In attendance:** Mrs H Broughton (Clerk), District Cllr G Duck and 1 member of the public.

Cllr S Burningham in the Chair

**C 061      Apologies for absence**

Apologies for absence were received from Cllr J Orrick, Cllr J Webster, Cllr L Darlow and Cllr H Rujbally. These were accepted by the Council.

**C 062      Declarations of interest arising from the agenda**

There were no declarations of interest arising from the agenda.

**C 063      Public forum**

Keep left signs near the library were reported as not working. Cllr Botten would raise this with Highways.

**C 064      Minutes of the previous meeting**

***RESOLVED: that the minutes of the meeting held on 11<sup>th</sup> September 2019 be signed by the Chair as a true record.***

**C 065      Matters arising**

There were no matters arising from the minutes of the previous meeting.

**C 066      Committee Minutes**

***RESOLVED: that the Chair sign the minutes of the following meetings as a correct record:***

- i. Projects Committee held on 9<sup>th</sup> October 2019***
- ii. Finance and General Purposes held on 9<sup>th</sup> October 2019***
- iii. Planning Committee held on 1<sup>st</sup> November 2019***

## **Projects**

### **C 067 Cedar Lights Switch-on**

Arrangements for the Cedar Tree Lights Switch-on were in hand. Sunnydown school was keen to trial their burger van at the event this year. A further Working Group meeting had been arranged for Thursday 21<sup>st</sup> November. The Clerk would circulate the final risk assessment by email prior to the event.

***Noted.***

### **C 068 To consider arrangements for VE day on 8<sup>th</sup> May 2020**

***RESOLVED: to defer this item to next meeting.***

### **C 069 To receive an update on the Westway bus shelter**

A shelter at the Westway bus stop was being investigated by Tandridge District Council (TDC).

***RESOLVED: that the Clerk request an update from TDC.***

### **C 070 To consider protocols for lighting of the Westway Beacon**

Protocols around occasions on which the Westway Beacon should be lit were considered.

***RESOLVED: to defer this item to next meeting.***

### **C 071 To consider protocols and action on anti-social parking**

A minority of residents were parking across pavements causing issues with access. It was recommended that the Parish Council work with the PCSO by sending photographs of illegally parked cars.

***RESOLVED: to further consider this item at the next meeting.***

### **C 072 Report from the Chairman of the Projects Committee**

There was nothing further to report.

## **Finance & General Purposes**

### **C 073 Schedule of Payments**

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

### **C 074 Budget and precept**

***RESOLVED:***

- i. to approve the 2020/21 budget***
- ii. to defer approval of any changes to the precept until preliminary investigations into the cost of a community library are completed.***

### **C 075 Burntwood Lane feasibility study**

***RESOLVED: to approve expenditure of £5,000 towards a feasibility study into a crossing on Burntwood Lane using Community Infrastructure Levy monies.***

**C 076 Mini roundabout sign**

***RESOLVED: to approve expenditure of up to £830 for a new mini roundabout sign on the corner of Chaldon Road and Coulsdon Road.***

**C 077 Meeting Schedule**

***RESOLVED: to approve the 2020/21 meeting schedule.***

**C 078 Newsletter**

It was suggested that the Autumn issue of the Parish Council News be cancelled due to delivery issues and purdah.

***RESOLVED: to cancel the Autumn newsletter.***

**C 079 Report from the Chairman of the Finance & General Purposes Committee**

Cllr Botten reported that Surrey County Council were proposing the creation of a community library model in the existing Caterham on the Hill Library building.

***RESOLVED: that preliminary costings of a community library be researched before the 2020/21 precept is agreed.***

**C 080 Planning**

Tandridge District Council had appointed an external consultant for the Neighbourhood Plan. Local Plan hearings were ongoing and the Parish Council would be attending on 24<sup>th</sup> November.

***Noted.***

**C 081 Report from the Chairman of the Planning Committee**

Cllr Dennis reported that there had been 3 new planning applications for the Whyteleafe Road site and that the Parish Council would be advising the Local Plan Inspector on the access implications of these.

***Noted.***

**C 082 Urgent business for inclusion on future Council and Committee agenda**

There was no urgent business.

The meeting closed at 8.10.