

Helen Broughton Clerk to the Council

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Meeting of the Council

**Minutes of a meeting of Caterham on the Hill Parish Council, which took place at
7.30pm on Wednesday 29th June 2017 in
the Library, Westway, Caterham on the Hill.**

Present:	Councillors	J Orrick (Chair) C Botten S Burningham L Darlow G Dennis H Turner J Webster
Also present:		Helen Rujbally, co-opted (projects / flooding), Mrs H Broughton, Clerk to the Council.
Apologies:		Apologies for absence were received and accepted from Councillors Warner and Hooper.

C 025 Declarations of interest arising from the agenda

There were no declarations of interest arising from the agenda.

Noted

C 026 Public Forum

There were 2 members of the public present and no questions were raised.

C 027 Resilience Project

Councillor Botten gave the background to the resilience project. It was agreed that this needs to be joint work between the Parish Council, Flood Action Group and the Resilience Co-ordinator.

RESOLVED:

- i. to approve and sign the Memorandum of Understanding between the Flood Forum and the Parish Council.*
- ii. To hold a workshop in early September and appoint a resilience co-ordinator, budget to be agreed.*

C 028 Flooding

Mrs Rujbally said that the Caterham Carnival had been useful in gathering information and identifying new victims of the floods. The next meeting of the Flood Action Group would take place on 26th September. The Parish Council had asked SCC for the scope of the technical assessment but SCC had suggested this information be requested through the Flood Action Group.

RESOLVED: that Cllr Botten ask SCC for the above information.

C 029 Minutes of the Annual Council meeting

RESOLVED: that the minutes of the Annual Council meeting be approved and signed by the Chairman.

C 030 Matters arising from the Annual Council meeting.

There were no matters arising.

Noted.

PROJECTS

C 031 Toilets in Queens Park

Cllrs Dennis and Webster had met with TDC to discuss a permanent solution to toilets for users of the play area in Queens Park. To have toilets near the play area would require new drainage and water pipes to be installed. TDC had suggested using the cricket pavilion but this was not ideal as too far away from the play area. It was suggested asking if the storage yard could be used.

RESOLVED: that Cllrs Webster and Dennis have a further meeting to discuss options with TDC.

C 032 Grass and hedge cutting

It was reported that there were several privately-owned hedges overgrown.

RESOLVED:

- i. to write to owners of overgrown hedges requesting that they be cut back.*
- ii. that Councillors inform the Clerk of any overgrown hedges.*

C 033 Allotment competition

RESOLVED: that the allotment competition judging be arranged for July with Knights Garden Centre being asked to judge.

C 034 Committee Chairman's report

There was nothing further to report.

FINANCE & GENERAL PURPOSES COMMITTEE

C 035 Schedule of payments

RESOLVED: to approve the schedule of payments.

C 036 Office equipment

RESOLVED: to approve the purchase of computer equipment up to a cost of £1200.00

C 037 Revised 2017/18 budget

RESOLVED: to approve a revised budget for 2017/18

C 038 Grants

A grant application had been received from Prospero Theatre Company for £500.

RESOLVED: that Councillor Webster discuss this application with the Manager of Prospero Theatre and that the item be further considered at the next Finance and General Purposes Committee meeting.

C 039 Publication of minutes

As part of the Quality Council scheme draft minutes were required to be published on the Parish Council website.

RESOLVED: to approve the posting of draft minutes on the Parish Council website following circulation to all councillors and subject to approval by the Chairman.

C 040 Workshop

The Parish Council Workshop had been moved to 8th July from 10am to 1pm. Councillor Turner gave her apologies.

Noted.

C 041 Finance Committee Chairman's Report

There was nothing further to report.

PLANNING

C 042 Recent Planning applications

Recent planning applications had been circulated prior to the meeting and were discussed.

RESOLVED: that Councillor Dennis draft responses for circulation prior to comment being sent to TDC.

C 043 Planning spreadsheet

The planning spreadsheet was circulated in advance of the meeting for information.

Noted.

C 044 Planning Committee Chairman's Report

There was nothing further to report.

C 045 Volunteer Awards

TDC were holding Local Hero Awards and requesting nominations.

RESOLVED: to nominate the Flood Action Group for the group award.

C 046 Streetlighting

The Parish Council had requested information on the cost of having streetlights on at night in Caterham Hill.

RESOLVED: that Councillor Botten chase for the above information.

C 047 Consultations

The Neighbourhood Plan date for responses had been extended to the 29th July.

Surrey County Council were holding a consultation regarding possible changes to community recycling centres.

RESOLVED: that Councillor Botten draft a response to the Neighbourhood Plan consultation and Councillor Orrick draft a response to SCC recycling centres consultation.

C 048 Meetings and events

Details of upcoming events were circulated.

C 049 Items for future agenda

There were no items for inclusion on future agenda.

The meeting closed at 9.25pm