



**Minutes of the Council meeting (no. 205) held on  
 14th January 2019 at St Luke's Church, Whyteleafe, CR3 0AA**

**Councillors (Cllrs) present:**

Cllr Celia Rudland (Chairman),  
 Cllr John Cheetham and  
 Cllr Fatima Kamara

**Attending:**

District Cllr Jeffrey Gray

**In attendance:**

Simon Bold (Clerk)

Meeting opened at **7:50pm** and closed at **9:20pm**

<b>1.</b>	<b>Chair to open the meeting</b> Cllr Rudland opened the meeting.	
<b>2.</b>	<b>Apologies for absence</b> NOTED: Cllrs David Lee and Beth Rose had provided their apologies prior to the meeting.	
<b>3.</b>	<b>Code of Members' Conduct</b> NOTED: The Clerk confirmed that no Cllr had made a change to their Notification of Disclosable Pecuniary & Other Interests form since the last meeting. Cllr Cheetham declared a Disclosable Pecuniary Interest in respect of planning application 2018/2271/TPO under item '8 Planning'. No other Cllr declared any Disclosable Pecuniary Interest and/or 'Other Interests' in respect of the agenda.	
<b>4.</b>	<b>Acceptance of last minutes</b> RESOLVED: To approve the minutes of the 10th December 2018 meeting which the Chair then signed. ACTION: The Clerk to display the minutes on the Council's notice boards and website.	SB
<b>5.</b>	<b>Clerk's Report</b> a) The Clerk highlighted a number of items for discussion later in the meeting. In addition, the Clerk confirmed that he had contacted Tandridge District Council to ascertain the degree of protection currently in place for the Green Belt in light of the draft Local Plan. ACTION: The Clerk to chase up for news. b) NOTED: The Clerk confirmed that a dispensation was in place to enable Cllrs to discuss and, if appropriate, approve subjects under item 9b of the agenda.	SB
<b>6.</b>	<b>County Councillor's report on Surrey County Council (SCC) activities</b> County Cllr Lee had provided a written report (due to absence) prior to the meeting which the Clerk handed out. NOTED: The Clerk drew attention to comments relating to the likelihood of a SCC Members' Highways Allowance for next year and a new puffin crossing on the A22 near the former Gadoline House site (funded by the developer).	
<b>7.</b>	<b>District Councillors' reports on Tandridge District Council (TDC) activities</b> District Cllr Jeffrey Gray reported that he intended to canvass the views of residents along Church Road to hear comments about parking and access (in light of the 2019 Tandridge Parking Review). He had also been looking into the range of recreational facilities at Whyteleafe Recreation Ground and was aware of the need to canvass the views of local residents before seeking any proposals from Officers at TDC. He added	



	<p>that the TDC Community Services Committee had deferred any decision on the future of the Douglas Brunton Centre and that the Housing Committee was likely to ratify its Housing Strategy at its next meeting.</p> <p>District Cllr Lee had provided a written report which the Clerk handed out. The Clerk drew Cllrs' attention to proposals being considered by the TDC Community Services Committee to change the management of parking enforcement, the success of TDC's lotto scheme and comments from Piers Mason, Strategic Director of Place at TDC, in respect of improving litter bin provision across parts of the District.</p>	
<p><b>8.</b></p>	<p><b>Planning</b></p> <p>a) To review one application carried over and six new applications:</p> <p><b>2018/2271/TPO</b> - Street Record, Whytebeam View, Whyteleafe.        The Council had been unable to discuss this application at its last meeting. NOTED: TDC had approved this application in the interim and Cllrs had no wish to comment.</p> <p><b>2019/3</b> - 24 Stuart Road, Warlingham, CR6 9JH        ACTIONS: The Clerk to advise TDC that information about this application was not available via their website and therefore more time is required by Cllrs. Item to be carried over to the next meeting.</p> <p><b>2018/2497</b> - Woodcot, 5 Maple Road, Whyteleafe, CR3 0ET        RESOLVED: Cllrs had no wish to object or comment.</p> <p><b>2018/2350/TPO</b> - 4 Hornchurch Hill, Whyteleafe, CR3 0DA        RESOLVED: Cllrs had no wish to object or comment.</p> <p><b>2018/2359</b> - Land Rear of 361 Godstone Road, Whyteleafe, CR3 0BF        RESOLVED: Cllrs objected as the installation of 2 additional windows was considered un-neighbourly due to overlooking adjacent rear gardens.</p> <p><b>2018/2307</b> - 209 Godstone Road, Whyteleafe, CR3 0EL        RESOLVED: Cllrs requested that the Planning Officer should pay particular attention to any comments received from residents near to the site as Cllrs felt that this proposal may have a potential impact on accessibility and nuisance to those around the site. However, Cllrs also had no wish to obstruct any improvements being proposed by the business in question.</p> <p><b>2018/1661</b> - 21 Whyteleafe Hill, Whyteleafe, CR3 0AG        RESOLVED: To object for numerous reasons including (in no particular order) over-development; un-neighbourliness; lack and loss of amenity; inadequate on-site parking; lack of flood mitigation proposals and the inclusion of an entrance near a hazardous road junction. In addition, the Clerk to bring to the Planning Officer's attention details of road traffic accidents at this junction in recent years.</p> <p>ACTION: The Clerk to advise TDC of the Council's comments in respect of the above applications.</p> <p>b) None discussed.</p>	<p>SB</p> <p>SB</p>
<p><b>9.</b></p>	<p><b>Finance</b></p> <p>a) RESOLVED: To approve the Council's financial statement for the period ending 31 December 2019 (Q3) which Cllr Kamara signed after the Council's bank statements had been checked. NOTED: The financial statement showed the Council's bank balances as follows: Current Account £43,115.78 and the Reserve Account £60,038.56. These figures included Community Infrastructure Levy (CIL) funds of £41,932.05 and £17,250 of earmarked reserves. The Clerk had provided, prior to the</p>	



	<p>meeting, a variance report based on the Q3 financial statement - Cllrs raised no comments or queries. ACTION: The subject of the potential uses of CIL funds to be included on the next agenda.</p> <p>b) Cllrs reviewed the draft budget circulated by the Clerk following the Council's last meeting. RESOLVED: Cllrs approved a budget of £48,134 for 2019/20, a reduction in earmarked reserves and an increase in the Council's precept to £38,713. Cllrs felt that the precept would be sufficient to support the budget, in conjunction with the use of some general reserves, but were also mindful of the increasing pressure on Parish and Village Councils to support the District and County Councils in light of the continued reduction of central Government funding year-on-year. ACTION: The Clerk to obtain the projected tax-base figure from TDC so that the cost per Band D household can be calculated. The Clerk to advise TDC of the Council's precept by 18th January.</p>	<p>SB</p> <p>SB</p>
<p><b>10.</b></p>	<p><b>Environmental Enhancements</b></p> <p>a) The Clerk provided an update on a number of topics discussed at the Council's last meeting as follows:</p> <ul style="list-style-type: none"> <li>• a request to replace street name plates at Court Bushes Road, Hillside Road, Salmons Lane and Station Road had been sent to TDC</li> <li>• a request had been acknowledged by SCC with respect to how best to deal with fly-posting along the roads in Whyteleafe. ACTION: The Clerk to liaise with the local SCC Highways team so that positive action can be taken to remove items that are in contravention of the Highways Act. The Clerk to provide an update to Cllrs at a future meeting.</li> <li>• NOTED: Five highways defects had been reported to SCC covering topics such as temporary flooding of the highway, access to grit bins and damaged highways assets including Whyteleafe roundabout. Cllrs discussed the recurring damage to the roundabout. ACTION: To be discussed at the next meeting including a review of comments from SCC.</li> <li>• NOTED: The contractor will install winter hanging baskets in the next week or so.</li> <li>• The Clerk provided a quotation to plant a screening hedge along the boundary of the Community Garden and the electricity sub-station next to it. ACTION: Cllr Rudland to provide further names of potentially suitable plants to the Clerk to pass to the contractor by the end of the week. A revised quote to be reviewed at the next meeting.</li> <li>• ACTION: The Clerk to progress the review of litter bins and seek the views of TDC prior to the next meeting.</li> </ul> <p>b) NOTED: The next Litter Pick to take place on 24 February. ACTIONS: The Clerk to advise all Cllrs and volunteers of the date, time and location of this Litter Pick. The Clerk to also publicise via the Council's notice boards.</p>	<p>SB</p> <p>SB</p> <p>CR SB</p> <p>SB</p> <p>SB</p>
<p><b>11.</b></p>	<p><b>Transport (including highways)</b></p> <p>a) The Clerk reported that TDC were intending to make a number of improvements to parking controls at the Station Road car park including new signage and an upgrade of the ticket machine. ACTIONS: The Clerk to ask TDC to arrange a random pattern of visits by the parking enforcement team The Clerk to advise those who had raised concerns about enforcement at the car park of these new measures. Cllrs</p>	<p>SB</p>





	b) The content of the next meeting to focus on environmental enhancements (matters arising from the December 2018 meeting) and Community Resilience including arrangements for the next annual Parish Meeting.	
	<b>Sub-section 2 - Public Bodies (Admissions to Meetings) Act 1960</b> NOTED: None.	

### Appendix 1 - Schedule of Payments

Chq No.	Payee	Amount £	Comments
213	National Association of Local Councils	19.99	Training - "Local Councils Explained" book.
214	Ultralite Ltd	5,724.00	Festive street lighting motifs 2018/19.
215	Simon Bold	927.25	Clerk's salary, office allowance, and expenses claimed for December 2018.
216	Surrey Pension Fund	221.30	Clerk's Pension - employee and employer contributions for December 2018.
217	HM Revenue & Customs	487.05	PAYE (Tax & NI) for Q3 of 2018/19.
218	A Siddall	55.00	Community Garden monthly maintenance in December 2018.
219	PCC of St Luke Whyteleafe	15.00	Hall hire in January 2019.
220	CJS Plants Limited	1,138.50	Winter/Spring hanging basket display and maintenance.
221	Skanska Construction UK Ltd	1,697.81	Supply and installation of additional power sockets for festive lights (replacement for stopped cheque no:205)
	<b>TOTAL</b>	<b>£10,285.90</b>	