



**Minutes of the Council meeting (no. 210) held on
 10th June 2019 at St Luke's Church, Whyteleafe, CR3 0AA**

Councillors (Cllrs) present:

Cllr John Cheetham (Vice-Chair),
 Cllr David Lee, Cllr Beth Rose and
 Cllr Jamshid Zack

Attending:

District Cllr Jeffrey Gray

In attendance:

Simon Bold (Clerk)

Meeting opened at **7:45pm** and closed at **9:24pm**

1.	Chair to open the meeting In the absence of Cllr Rudland (Chair of the Council), Cllr Cheetham chaired the meeting in accordance with Standing Orders. Cllr Cheetham opened the meeting.
2.	Apologies for absence NOTED: Cllrs Fatima Kamara and Celia Rudland had provided their apologies prior to the meeting.
3.	Code of Members' Conduct a) NOTED: The Clerk confirmed receipt of Cllr Zack's completed Notification of Disclosable Pecuniary & Other Interests. ACTION: The Clerk to update the Register of Cllrs' Interests and upload a copy to the Council's website. b) NOTED: The Clerk confirmed that other than 3a) above, no Cllr had changed their Notification of Disclosable Pecuniary & Other Interests since the last meeting. Cllr Lee confirmed his additional roles as a Cllr of Tandridge District Council (TDC) and a Cllr of Surrey County Council (SCC). In addition, Cllr Lee declared a Disclosable Pecuniary Interest in respect of agenda item 5a) and planning applications 2019/723, 2019/725 and 2019/849.
4.	Acceptance of last minutes RESOLVED: To approve the minutes of the meeting of 13th May 2019 which the Chair then signed. ACTION: The Clerk to display the minutes on the Council's notice boards and website.
5.	Planning a) RESOLVED: In respect of the eleven applications notified since the last meeting: 2019/871 - Marden, 5 Oakley Road, Warlingham CR6 9BE Cllrs had no wish to object or comment.
	<i>Cllr Lee temporarily left the meeting while Cllrs debated and commented on the following applications.</i>
	2019/849 - Shell Whyteleafe, 408 Godstone Road, Warlingham, Whyteleafe CR3 0BB Cllrs had no wish to object or comment. 2019/723 - 100 to 108 Godstone Road, Whyteleafe CR3 0EB Cllrs had no wish to object. ACTION: The Clerk to ask the Planning Officer to pass the comments from a local resident in respect of the building work to the TDC Building Controls team for consideration. 2019/725 - 100 to 108 Godstone Road, Whyteleafe CR3 0EB Cllrs commented that if the Planning Officer is minded to approve the application and



	<p>the Air Conditioning units could not be located further away from the neighbouring property that a condition be added to have an acoustic fence installed on the boundary to help minimise any potential noise nuisance.</p>
	<p><i>Cllr Lee returned to the meeting at this point.</i></p>
	<p>2018/2093/Cond1 - 7 Hornchurch Hill, Whyteleafe CR3 0DA ACTION: The Clerk to ask the Planning Officer to rectify the lack of details on the TDC website and to request that the Council be given more time to consider this application.</p> <p>2019/820 - 135 Godstone Road, Whyteleafe CR3 0EH Cllrs had no wish to object or comment.</p> <p>2019/815 - 1 Crossways, The Avenue, Whyteleafe CR3 0AQ Cllrs had no wish to object or comment.</p> <p>2019/818/NH - 135 Godstone Road, Whyteleafe CR3 0EH NOTED: TDC's decision in respect of this permitted development case.</p> <p>2019/796 - 5 Court Farm Road, Warlingham CR6 9BL Cllrs had no wish to object or comment.</p> <p>2019/707 - Dunrobin, The Avenue, Whyteleafe CR3 0AQ Cllrs commented that if the Planning Officer is minded to approve, that a condition be added to stipulate that the proposed outbuilding remain ancillary to the main dwelling and that it (the outbuilding) is never used as a separate dwelling.</p> <p>2018/2444 - 27 Downsway, Whyteleafe CR3 0EW Cllrs had no wish to object or comment.</p> <p>ACTION: The Clerk to advise TDC of the Council's comments in respect of the above applications.</p> <p>b) NOTED: Cllrs had no comments in respect of any other planning cases (other than those at 5a above) and were not aware of any planning appeals since the last meeting.</p> <p>c) Cllrs discussed various projects that might qualify for funding using Community Infrastructure Levy (CIL) reserves. ACTION: The Clerk to compile a list of these projects and Cllrs to consider their prioritization at the next meeting.</p>
<p>6.</p>	<p>Business Plan (projects)</p> <p>a) Environmental Enhancements :- NOTED: The Clerk reported that the long grass on Whyteleafe Roundabout had recently been cut by the Council's contractor and that SCC Highways were also helping to improve the roundabout's appearance (and safety) by removing unauthorised advertising banners from the surrounding railings. The Clerk also advised that the advertising companies responsible for the hoardings either side of 26 to 32 Godstone Road had been asked to cut the adjacent verges which were overgrown and untidy. The Clerk had also made a request to SCC to cut back the overgrown vegetation that had started to encroach the pavement below Whyteleafe South Railway Station around the Bus Stop. ACTION: Clerk to monitor. RESOLVED: To approve a maximum expenditure of £750 for a new hedge in the Community Garden alongside the boundary with the electricity sub-station. This work would include the removal of the existing dead border plants, soil improvement and the planting of a new evergreen hedge in the Autumn. ACTIONS: The next Whyteleafe Litter Pick to take place on 23 June along Downsway and Cllrs to also take the opportunity to look at the condition of the grass verges. The</p>



	<p>Clerk to advise TDC of future litter picks before and after they take place. Cllrs to consider publicity of litter picks to encourage more residents to participate. Cllrs to report any excessive litter that they see to TDC, for action, via local District Cllrs.</p> <p>In respect of Communications :- RESOLVED: Expenditure of a maximum of £30 for business cards for the Clerk.</p> <p>b) Community Resilience:- NOTED: The Clerk to seek a meeting between Cllrs and the Whyteleafe Flood Group to discuss flood resilience and to ascertain whether a multi-agency meeting could be called to discuss SCC's latest flood mitigation plans for the Caterham Bourne. The Clerk confirmed that TDC were currently considering the use of the Station Road Car Park as a location to install a Public Access Defibrillator - further news at the next meeting. ACTION: The Clerk to re-circulate the Council's Business Plan prior to the next meeting.</p>
<p>7.</p>	<p>Finance</p> <p>a) NOTED: The Clerk reported the Council's bank balances for 31 May 2019 as follows: Current Account £46,884.44 and the Reserve Account £60,184.48. These balances included Community Infrastructure Levy (CIL) funds of £47,762.01 and earmarked reserves of £12,250. The Clerk also confirmed that since the 13th May, the Council had made payments of £2,097.71 and received £5,860.35, the latter made up of CIL receipts (£5,829.66) and interest (£30.67).</p> <p>b) The Clerk had circulated an updated version of the Council's Financial Regulations prior to the meeting. RESOLVED: To approve.</p>
<p>8.</p>	<p>Caterham, Chaldon and Whyteleafe Neighbourhood Plan</p> <p>NOTED: Cllr Rudland had confirmed, prior to the meeting, that she would attend a meeting later in the month, with Louise Round (Chief Executive of TDC) and the Chairs of the other Parish Councils making up the Neighbourhood Plan (NP) area to discuss cooperation between the District and Parish Councils pre- and post the NP referendum. The NP is also scheduled to be discussed at the next TDC Planning Policy Committee meeting with a view to advancing the Plan to the referendum stage.</p> <p>Cllrs acknowledged that the NP will require further publicity and that the Council should invest time, at this stage, to put together material that will help publicise the referendum scheduled to take place at the end of the year. ACTION: Cllrs to discuss this subject at the next Council meeting.</p>
<p>9.</p>	<p>Transport (including highways)</p> <p>a) ACTIONS: After discussion, Cllrs agreed the list of suggestions to be submitted by the Clerk in respect of the Govia Thameslink Railways' Passenger Benefit Fund. Cllr Cheetham to attend the next East Surrey Transport Committee meeting in July.</p> <p>b) ACTIONS: The Clerk to monitor the amount of on-street parking, by business vehicles, along Old Barn Lane. If there appears to be congestion and inconvenience to local residents, the Clerk to contact local companies to seek greater consideration of their neighbours. NOTED: Responsibility for this particular road is shared between Surrey County Council and the London Borough of Croydon. The Clerk to chase up SCC Highways to seek an on-site meeting to discuss the feasibility of an additional section of pavement along Church Road and also the installation of Village entry signage on Whyteleafe Hill and/or Hillbury Road. NOTED: Cllrs reviewed the final details of the 2019 Tandridge Parking Review and</p>



	raised no comments.
10.	<p>Events (public) and meetings of Outside Bodies. The Clerk had circulated a draft question to be submitted by the Council prior to the next Tandridge Local Committee (TLC) concerning the problems of temporary flooding at the Whyteleafe roundabout (SCC Wetspot TAN065). ACTIONS: The Clerk to submit the Council's question to the TLC and Cllr Cheetham to attend, if required, to make a further representation to the Committee. Cllr Cheetham to also attend the TDC Chairs & Clerks meeting on the 19 June.</p>
11.	<p>Clerk's Report a) ACTIONS: The Clerk to chase up TDC on the recent Community Right to Bid submission and, if available, provide an update at the next meeting. NOTED: The Clerk confirmed that the public Notice of the Right to Inspection in respect of the Council's annual audit was now on display and that this would include the statutory period covering the beginning of July. The Clerk also advised that he had met with the local TDC Community Officer (Locality Team) to discuss existing local issues raised by the Council. ACTION: The Clerk to provide updates when available. b) NOTED: The Clerk had sent a response to TDC in respect of their recent Open Spaces consultation highlighting the existence of the Community Garden at the bottom of Whyteleafe Hill. ACTIONS: The Clerk to circulate the latest programme of training provided by the Surrey Association of Local Councils and Cllrs to advise the Clerk of any course(s) they wish to attend. The Clerk to submit the Council's re-declaration of compliance to the Pensions Regulator prior to the deadline in September.</p>
12.	<p>Payments and expenditure RESOLVED: To approve the list of payments totalling £2,979.19 (see Appendix 1 - Schedule of Payments). ACTION: The Clerk to dispense payments.</p>
13.	<p>Next Council Meeting NOTED: The next meeting to take place on Monday, 8th July 2019 at St Luke's Church, Whyteleafe Hill.</p>
	<p>Sub-section 2 - Public Bodies (Admissions to Meetings) Act 1960. NOTED: None</p>

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Appendix 1- Schedule of Payments

Chq No.	Payee	Amount £	Comments
253	Surrey County Council	1,373.00	Installation of bollards to protect bus stop on A22 (LGA 1972, s137) from Community Infrastructure Levy reserves
254	A Siddall	155.00	Monthly community garden maintenance and additional grass cutting.
255	Simon Bold	939.53	Clerk's salary and expenses claimed for May 2019.
256	Surrey Pension Fund	212.26	Clerk's Pension - employee and employer contributions for May 2019
257	PCC of St Luke Whyteleafe	15.00	Hall hire for June 2019 Council meeting
258	Tandridge District Council	284.40	Additional street cleaning in Whyteleafe (April to May 2019 inclusive)
	TOTAL	£2,979.19	