



**Minutes of the Council meeting (no.219) held on
 9th March 2020 at St Luke's Church, Whyteleafe, CR3 0AA**

Councillors (Cllrs) present:

Cllr Celia Rudland (Chairman), Cllr John Cheetham,
 Cllr David Lee, Cllr John Moffatt and Cllr Jamshid Zack

Attending:

2 visitors (1 part)
 District Cllr Jeffrey Gray

In attendance:

Simon Bold (Clerk)

Meeting opened at **7:52pm** and closed at **10:16pm**

1.	Chair to open the meeting Cllr Rudland opened the meeting.	
2.	Apologies for absence NOTED: Cllrs Fatima Kamara and Chirag Vadhia had provided their apologies prior to the meeting.	
3.	Code of Members' Conduct 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 Lee confirmed his additional roles as a Cllr at Tandridge District Council (TDC) and a Cllr of Surrey County Council (SCC). No Cllr declared any Disclosable Pecuniary Interest and/or 'Other Interests' in respect of any item on the agenda.	
4.	Acceptance of last minutes RESOLVED: To approve the minutes of the meeting of 10 th February 2020 which the Chair then signed. ACTION: The Clerk to display the minutes on the Council's notice boards and website.	SB
5.	County Councillor's report on Surrey County Council (SCC) activities County Cllr Lee provided a summary of the road safety discussions that had taken place at the recent Tandridge Local Committee – these had been prompted by a petition from a member of the public and a question from the Village Council. The matter of commissioning new feasibility studies, and their funding, remained unresolved. Cllr Lee confirmed the details of the Local Member Highway Fund for 2020/21 and acknowledged that some of this could be used for capital projects in Whyteleafe. Cllr Lee to arrange a site visit with Highways Officers, the Clerk and Cllr Moffatt of the Village Council.	SB JM
6.	District Councillors' reports on Tandridge District Council (TDC) activities District Cllr Lee advised that the Community Services Committee was expected to approve the litter and dog bin replacement strategy – he hoped that Whyteleafe would be treated as a priority given that the survey of bins conducted by the Village Council showed many were in a very poor condition. District Cllr Lee also advised that the transfer of on-street parking enforcement to Sevenoaks District Council was due to take effect from the 1 st April. He had prepared details of some of the most problematic areas in Whyteleafe which he	



	<p>planned to give to the new enforcement team.</p> <p>Finally, District Cllr Lee reported that the refurbishment of a number of TDC public toilets was due to start – at this stage, the toilets at Whyteleafe Recreation Ground would not be treated as a priority despite a number of complaints by visitors to the park.</p> <p>District Cllr Gray was pleased to advise that the TDC Open Spaces Strategy would be going ahead. Cllr Gray was also pleased to advise that (following his attendance of the East Surrey Transport Committee) he had been given assurance by Network Rail that the level crossing infrastructure adjacent to Whyteleafe Station would be changed to reduce the traffic waiting times on Whyteleafe Hill. It was hoped that this work would be completed within six months.</p>	
	<p><i>At this point, item 8 Planning was brought forward. The original order of agenda items has been retained here for ease of reference.</i></p>	
<p>7.</p>	<p>Transport (including highways) NOTED: As follows:</p> <ul style="list-style-type: none"> • District Cllr Gray’s earlier comments in respect of the level crossing adjacent to Whyteleafe Station (infrastructure changes to reduce delays). • Tandridge Parking Review proposals for 2020 from SCC which included the changes to Church Road supported by the Village Council • The response from SCC (at the recent Tandridge Local Committee) in respect of the replacement of Vehicle Activated Signs and the need for the Village Council to liaise with SCC about joint funding (with others) and also the relocation of speed camera warning signs. • The initiation of a traffic speed survey on the A22 north of the Whyteleafe roundabout by Surrey Police following enquiries from the Village Council. • SCC were unable to resource the clearing of mud from the pathway leading to Wapses Lodge roundabout (north-east side). <p>ACTIONS: As follows:</p> <ul style="list-style-type: none"> • Cllr Rudland to ask the local PCSO team to follow-up on inconsiderate pavement parking in Whyteleafe that specifically causes an obstruction to pedestrians. • In light of SCC Highways lack of resources to regularly clear illegal advertising and banners around Whyteleafe roundabout, Cllr Moffatt to contact the banner owners to explain the illegality of the advertising and the wishes of SCC and the Village Council to de-clutter the highway. 	<p>CR</p> <p>JM</p>
<p>8.</p>	<p>Planning</p> <p>a) RESOLVED: In respect of the two applications notified since the last meeting: 2020/268 – 43 to 45 Godstone Road, Whyteleafe CR3 0EG Cllrs objected due to the nuisance from light pollution, a lack of screening and concern over the size and obtrusiveness of the Electric Vehicle charging infrastructure. 2020/158 – 220 Godstone Road, Whyteleafe CR3 0EE Cllrs had no wish to comment. ACTION: The Clerk to advise TDC of the Council's comments in respect of the</p>	



	<p>above applications.</p> <p>b) ACTIONS: Cllrs discussed the pending development at the old Whyteleafe House site (2008/423) and decided to seek advice from the Surrey Association of Local Councils in respect of the Section 106 Agreement. The Clerk to action.</p> <p>Cllrs also discussed the pending application in respect of Church Walk, Caterham (2019/145) and the Clerk to write to TDC expressing the Council's objections due to the potential for the displacement of parking (e.g. commuters) and increased flood risk to Whyteleafe. Cllrs also felt that the policies within the emerging Neighbourhood Plan should be taken into account by TDC when considering the application.</p>	<p>SB</p> <p>SB</p> <p>SB</p>
	<i>Item 7 Transport followed item 8.</i>	
9.	<p>Business Planning</p> <p>a) The Clerk provided a summary of the recent activity by the Village Council and other agencies in reducing the flood threat in Whyteleafe. TDC had also issued a press communication setting out the ongoing works in recent weeks which included clearing drains, sand-bagging homes and operating the gates on the lagoons off Woldingham Road. The Clerk also confirmed that the Whyteleafe Flood Group planned to host a Multi-Agency meeting on Monday 16th March to discuss further measures to combat the threat of flood from both surface water and groundwater. NOTED: The Clerk had visited a number of residents over recent weeks and the general feedback was that the level of communication and support was significantly better than in 2014 (and earlier years). Cllrs agreed to be on standby to deliver further flood information to flood prone areas if required.</p> <p>b) Cllr Moffatt provided his initial comments on the draft Business Plan for the period 2020 to 2024 – he felt that the current document was an outline of objectives and that more work was required in terms of implementing many of the ideas and projects. ACTIONS: The Clerk to arrange a follow-up meeting of Cllrs in June. In the meantime, Cllr Moffatt to circulate an annotated document and all Cllrs to consider the impact of potential Community Infrastructure Levy projects on the Plan (e.g. funding/ resourcing).</p>	<p>ALL</p> <p>SB JM ALL</p>
10.	<p>Finance</p> <p>a) NOTED: The Clerk had circulated a financial statement (unaudited) as at 29 February 2020 which showed the Council's bank balances as follows: Current Account £49,939.94 and the Reserve Account £60,458.02. These balances included Community Infrastructure Levy (CIL) funds of £46,389 and earmarked reserves of £12,250. The Council's payments and receipts for the financial year were also provided.</p> <p>b) RESOLVED: To approve the List of Assets provided by the Clerk.</p>	
	<i>The meeting was briefly adjourned at this point.</i>	
11.	<p>Events (public) and meetings of Outside Bodies.</p> <p>Cllrs discussed the content and promotion of the forthcoming Annual Parish (Village) Assembly scheduled for the 16th March 2020. ACTIONS: Cllrs to distribute flyers advertising the Assembly to households according to assigned</p>	<p>ALL</p>



	geographical areas – the Clerk to drop off copies of the flyers to each Cllr within two days. The Clerk to borrow a projector and screen in case these are required by any of the guest speakers. Cllr Moffatt to ask the Chairman of the Neighbourhood Plan Steering Group to provide a brief presentation of the emerging Plan. NOTED: The next Litter Pick scheduled for 29 March 2020 at 2pm.	SB JM
12.	Caterham, Chaldon and Whyteleafe Neighbourhood Plan. NOTED: Cllr Moffatt confirmed that recent meetings of the Steering Group had focused attention on preparing for the Public Examination (due on the 10 th March).	
13.	Clerk's Report a) NOTED: The proposed Climate Action Day organised by the Campaign for Sustainable Energy and the Society of Local Council Clerks had been postponed to 9 July 2020 (two Village Council delegates to attend). b) ACTION: The Clerk to respond to a local journalist confirming that the Council would consider the funding of road safety feasibility studies given the importance of the subject (see item 5 above).	SB
14.	Payments and expenditure RESOLVED: To approve the list of payments totalling £1,530.61 (see Appendix 1 - Schedule of Payments). ACTION: The Clerk to dispense payments. ACTION: The Clerk to obtain an estimate for the supply and installation of a name-plaque at the Community Garden, Whyteleafe Hill (to be attached to the railings). NOTED: The Clerk confirmed that work on the planting of a new boundary hedge was due to proceed in the coming weeks.	SB SB
15.	Next Council Meeting a) NOTED: The next scheduled meetings to take place on the 6 th April at St Luke's Church, Whyteleafe Hill. b) NOTED: The Annual Village Council meeting was scheduled for 22 nd May 2020 at St Luke's Church, Whyteleafe Hill. No other meeting dates were scheduled at this stage.	
	Sub-section 2 - Public Bodies (Admissions to Meetings) Act 1960 NOTED: None.	

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Appendix 1 - Schedule of Payments

Chq No.	Payee	Amount £	Comments
312	TVA (Tandridge Voluntary Action)	40.00	Excel Training for the Clerk
313	PCC of St Luke Whyteleafe	30.00	Hall hire for 25 th February and 9 th March 2020.
314	TVA (Tandridge Voluntary Action)	20.00	Annual membership 2020/21
315	Simon Bold	1,086.00	Clerk's February 2020 salary plus expenses (£175.68 including lockable filing cabinet) claimed for February 2020
316	Surrey Pension Fund	215.61	Clerk's Pension - employee and employer contributions for February 2020
317	A Siddall	55.00	Monthly community garden maintenance in February 2020.
318	SSALC Limited	84.00	Councillors' Briefing & Awareness training (£70 ex. VAT)
	TOTAL	£1,530.61	