



**Minutes of the Council meeting (no. 204) held on  
 10th December 2018 at St Luke's Church, Whyteleafe, CR3 0AA**

**Councillors (Cllrs) present:**

Cllr Celia Rudland (Chairman),  
 Cllr John Cheetham and  
 Cllr Beth Rose

**Attending:**

District Cllr Jeffrey Gray

**In attendance:**

Simon Bold (Clerk)

Meeting opened at **7:53pm** and closed at **9:22pm**

<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 Fatima Kamara and David Lee 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 '5 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 12th November 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>Planning</b> <ul style="list-style-type: none"> <li>• In respect of the three planning applications notified since the last meeting:  <b>2018/2271/TPO - Street Record, Whytebeam View, Whyteleafe.</b>            NOTED: Due to Cllr Cheetham's Disclosable Pecuniary Interest in respect of this application, it was not possible for Cllrs to review this application. ACTION: Item carried forward to the next meeting.  <b>2018/2159/TPO - Gladeside Court, Succombs Hill, Warlingham CR6 9JG</b>            RESOLVED: Cllrs had no wish to object or comment.  <b>2018/2150 - 412 to 414 Godstone Road, Whyteleafe CR3 0BB</b>            RESOLVED: Cllrs wished to bring to the Planning Officer's attention a need to avoid 'out of hours' working at this site in order to minimise the nuisance to residents living near to the site.            ACTION: The Clerk to advise Tandridge District Council (TDC) of the Council's comments in respect of 2018/2159/TPO and 2018/2150 above.</li> <li>• Cllrs discussed comments and concerns locally of the potential for development of Green Belt land in Whyteleafe. Cllr Rudland to seek further news and comments from local residents and the Clerk, in any case, to ask the Planning Department at TDC for information and their confirmation of the current planning policies applicable to the site.</li> </ul>	SB  CR SB



<p><b>6.</b></p>	<p><b>Business Plan - Environmental Enhancements</b></p> <p>Cllrs discussed a number of items related to improving the appearance of Whyteleafe as follows:</p> <ul style="list-style-type: none"> <li>• <b>ACTION:</b> The Clerk to write to Piers Mason about the replacement or repair of the road name signs for Hillside Road and Station Road enclosing photographs for reference. The Clerk to also request a new road name sign for the Salmons Lane end of Church Road.</li> <li>• <b>ACTION:</b> The Clerk to contact TDC to ask for clarification of the rules around advertising posters (typically A4 and A3) attached to lamp-posts and whether any enforcement action is possible when the number of posters become unsightly or left in situ for many weeks/months. Cllrs acknowledged that the response by TDC or Surrey County Council (SCC) Highways, if applicable, needed to be proportionate depending on the extent of unpaid advertising. However, it was also felt that in some extreme cases action, including enforcement, would help to improve the appearance of Whyteleafe.</li> <li>• <b>ACTION:</b> All Cllrs agreed to use the SCC website to report damaged street furniture to SCC Highways. If possible, a photograph of the damage would be submitted too. All to keep a note of the SCC reference numbers in case any follow up is required.</li> <li>• <b>ACTION:</b> The Clerk to report the increased frequency of temporary flooding at Whyteleafe roundabout and ask SCC Highways to inspect the soak-away and clear it if necessary. The Clerk to also write to the County Cllr to ask whether a more robust kerb (e.g. bull-nosed) could be installed at the roundabout to prevent repeated damage to the brickwork.</li> <li>• <b>RESOLVED:</b> To approve expenditure of a maximum of £1,100 (net) in respect of the installation and maintenance of winter hanging baskets around the centre of Whyteleafe between mid-January and May. The Clerk to arrange.</li> <li>• <b>ACTION:</b> Cllr Cheetham to approach Whyteleafe School to see whether there is interest in a joint initiative to have future Remembrance Day commemorations at the Community Garden on Whyteleafe Hill.</li> <li>• <b>ACTION:</b> Cllrs expressed satisfaction with the 24 sacks of litter collected and removed from Whyteleafe as a result of recent litter picks. It was agreed to continue with Litter Picks with the next to take place in February 2019. It was suggested that the section of Godstone Road near Hillside Road be the place to meet and litter pick. The Clerk to obtain a cost for additional hi-viz vests.</li> <li>• <b>ACTION:</b> The Clerk to seek a quotation for the planting of an evergreen hedge at the boundary of the Community Garden to screen the electricity sub-station. The Clerk to also contact the electricity company to see if the site could be clad in timber fencing to make it less obtrusive.</li> <li>• <b>NOTED:</b> Piers Mason, Strategic Director of Place at TDC had responded positively to the Council's initiative to review litter bins across Whyteleafe. The Clerk to give further details to TDC of the number and location of bins requiring replacement.</li> </ul>	<p>SB</p> <p>SB</p> <p>ALL</p> <p>SB</p> <p>SB</p> <p>JC</p> <p>ALL</p> <p>SB</p> <p>SB</p> <p>SB</p>
<p><b>7.</b></p>	<p><b>Events (public) and meetings of Outside Bodies</b></p> <p>The Clerk highlighted that the recent Tandridge Local Committee had discussed improving the safety for children crossing Burntwood Lane near De Stafford School.</p>	



	<p>SCC Highways felt that installing an additional length of pavement was the preferred option but that it was not possible to fund this work immediately. NOTED: Cllrs felt that this project may be suitable for some funding from CIL reserves subject to the support of other local authorities.</p> <p>ACTION: In respect of future TDC 'Chairs and Clerks Meetings' across 2019 neither Cllrs Rudland or Cheetham would be available, at this stage, for the 13 March 2019 meeting but Cllr Cheetham was provisionally available for all other meetings.</p> <p>NOTED: Cllr Kamara had attended the most recent meeting.</p> <p>ACTION: Cllrs Rose and Rudland to attend the North Tandridge One Public Estate presentation by TDC later in the month subject to their availability nearer the time.</p> <p>ACTION: Cllr Rudland confirmed that she had attended the Basic Tree Surveying course and would therefore be able to survey the trees in the Community Garden in the near future. NOTED: The results of the survey to be kept with the Council's insurance papers.</p>	<p>JC</p> <p>BR CR</p> <p>CR</p>
	<p><i>The meeting was briefly adjourned at this point.</i></p>	
<p><b>8.</b></p>	<p><b>Clerk's Report</b></p> <ul style="list-style-type: none"> <li>The Clerk provided some items of correspondence to the attention of Cllrs.        ACTION: The Clerk to write to Piers Mason at TDC (copied to District Cllrs) outlining concerns about the Hillside Road permit holders car park and setting out some additional features that may encourage increased usage. Cllrs were concerned to hear that permit holders could not always find available space at the Station Road car park and wished to bring this to TDC's attention for review.        NOTED: No proposal had been received from TDC about the funding of verge cutting from 2019/20. Item to be carried forward to the next Council meeting.        ACTION: Cllrs agreed the draft response to the SCC consultation on the future of Community Recycling Centres prepared by Cllr Cheetham subject to one additional comment. Cllrs wished to highlight the increased likelihood of fly-tipping and increased costs to TDC (clearing up) if the Bond Road CRC in Warlingham were to close. The Clerk to submit to SCC.</li> <li>ACTION: Cllrs wished to coordinate with St Luke's Church (and possibly others) on the provision of public defibrillator(s) in Whyteleafe. The choice of location was vitally important to ensure a potential benefit to as many people as possible. Cllr Cheetham and the Clerk to liaise with the local First Responders team.        NOTED: Cllr Cheetham reported that work was nearing conclusion on the draft Neighbourhood Plan. A final draft was expected in January 2019 which would enable the Plan to progress to the next stage of the adoption process. ACTION: Cllr Cheetham to attend the next Steering Group meeting.        NOTED: The Clerk confirmed that additional festive lighting had been added to the display around the Whyteleafe roundabout (other locations had proven to be unsuitable).        ACTION: Cllrs to provide the Clerk with suggestions for articles for a Spring newsletter.</li> </ul>	<p>SB</p> <p>SB</p> <p>JC SB</p> <p>JC</p> <p>ALL</p>
<p><b>9.</b></p>	<p><b>Payments and Expenditure</b></p> <ul style="list-style-type: none"> <li>RESOLVED: To approve the list of payments totalling £1,637.62 (see Appendix 1 - Schedule of Payments). ACTION: The Clerk to dispense payments.</li> </ul>	<p>SB</p>



	<p>NOTED: No items of future expenditure were raised at this point.</p> <ul style="list-style-type: none"> <li>NOTED: The Clerk had circulated, prior to the meeting (in accordance with Standing Orders), a provisional budget for 2019/20. Cllrs reviewed and briefly discussed the details. ACTIONS: Cllrs to raise any queries or requests for changes prior to Christmas and the Clerk and Chairman to review and, if necessary, re-present the draft prior to the Council meeting of 14th January 2019.</li> </ul>	ALL
<b>10.</b>	<p><b>Next meeting</b>          NOTED: The next meeting to take place on Monday, 14th January 2019 at St Luke's Church, Whyteleafe Hill. The next meeting will follow the 'normal' format and then the February meeting will be shortened to enable a topic from the Business Planning project to be discussed e.g. Community Resilience and/or Communications.          ACTION: Cllrs to advise the Clerk of dates in March 2019 when they would not be available to attend the Annual Parish Meeting.</p>	ALL
	<p><b>Sub-section 2 - Public Bodies (Admissions to Meetings) Act 1960</b>          NOTED: None.</p>	

### Appendix 1: Schedule of Payments

Chq No.	Payee	Amount £	Comments
207	Simon Bold	934.86	Clerk's salary, office allowance, back-pay (Mar - Oct 2018) and expenses claimed for November 2018.
208	Surrey Pension Fund	239.57	Clerk's Pension - employee and employer contributions for November 2018
209	Tandridge District Council	284.40	Additional street cleaning in Whyteleafe (October to November 2018 inclusive)
210	A Siddall	55.00	Community Garden monthly maintenance in November 2018.
211	SLCC Enterprises Ltd	108.79	Training - 11th Charles Arnold Baker on Local Council Administration
212	PCC of St Luke Whyteleafe	15.00	Hall hire in December 2018
	<b>TOTAL</b>	<b>£1,637.62</b>	