



**Minutes of the Council meeting (no. 207) held on  
 11th March 2019 at St Luke's Church, Whyteleafe, CR3 0AA**

**Councillors (Cllrs) present:**

Cllr Celia Rudland (Chairman),  
 Cllr Fatima Kamara and  
 Cllr David Lee

**Attending:**

7 visitors  
 District Cllr Jeffrey Gray (all part)

**In attendance:**

Simon Bold (Clerk)

Meeting opened at **7:55pm** and closed at **9:35pm**

1.	<b>Chair to open the meeting</b> Cllr Rudland opened the meeting.	
2.	<b>Apologies for absence</b> NOTED: Cllrs John Cheetham and Beth Rose had provided their apologies prior to the meeting.	
3.	<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 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.	<b>Acceptance of last minutes</b> RESOLVED: To approve the minutes of the 11th February 2019 meeting which the Chair then signed. ACTION: The Clerk to display the minutes on the Council's notice boards and website.	SB
5.	<b>County Councillor's report on Surrey County Council activities</b> Surrey County Cllr David Lee expressed his concern about the County Council's finances and budget for 2019/20. He reported that although the local Community Recycling Centre in Warlingham had been spared from immediate closure, the range of accepted materials would reduce to only 'recyclables' with effect from 7 May. He added that as a result of another consultation and review by SCC, the Children's Centre in Caterham would begin serving the whole District with other locations scheduled to close.	
6.	<b>District Councillors' reports on Tandridge District Council activities</b> District Cllr Jeffrey Gray reported that TDC had refused planning application 2018/1661 in respect of 21 Whyteleafe Hill. Cllr Gray drew attention to the quality of the new Council Houses on the Godstone Road which he felt complemented the 'street-scene' in central Whyteleafe. He then added that with respect to the review of the Douglas Brunton Centre, new proposals were emerging which are likely to provide support to existing (and potentially new) users. Finally District Cllr Gray added that the managers of Whyteleafe Railway Station had confirmed that the car park was available, for a limited period each day, for	



	<p>use by parents during school pick-up time. Cllr Gray invited the Council to participate in his review of parking along Church Road.</p> <p>District Cllr David Lee reported that TDC's new household waste collection contract, due later in the year, would include a bin for non-recyclable waste.</p>	
7.	<p><b>Planning</b></p> <p>a) <b>RESOLVED:</b> In respect of the five applications notified since the last meeting:</p> <p><b>2019/260</b> - Blizewood, 62 Salmons Lane, Whyteleafe CR3 0AN          Cllrs had no wish to object or comment.</p> <p><b>2018/2150/COND1</b> - 412 to 414 Godstone Road, Whyteleafe CR3 0BB          Cllrs raised a concern that the applicant had not submitted a Flood Risk Assessment and that the Environment Agency was, therefore, unwilling to comment. Cllrs requested that TDC remedy this situation so that a flood assessment is completed prior to a decision by the Planning Officer.</p> <p><b>2019/144/NH</b> - 42 Salmons Lane, Whyteleafe, CR3 0AN          Cllrs had no wish to comment.</p> <p><b>2019/39/TPO</b> - 76 Whyteleafe Hill, Whyteleafe CR3 0AB          Cllrs had no wish to comment.</p> <p><b>2019/27</b> - 48 Salmons Lane, Whyteleafe CR3 0AN          Cllrs had no wish to object or comment.</p> <p><b>ACTION:</b> The Clerk to advise TDC of the Council's comments in respect of the above applications.</p> <p>b) Cllrs noted with interest that the application <b>2018/1661</b> in respect of 21 Whyteleafe Hill to which the Village Council had objected had been refused by TDC.</p> <p>c) The Clerk had circulated the List of Assets of Community Value published by TDC. Cllrs discussed the idea of nominating similar assets in Whyteleafe for inclusion on the List. The Clerk to research the process of nomination and bring the item back to a future meeting for further consideration by Cllrs.</p>	<p>SB</p> <p>SB</p>
8.	<p><b>Business Plan (projects)</b></p> <p>a) Environmental Enhancements</p> <p><b>NOTED:</b> Piers Mason, Strategic Director of Place, had acknowledged the Council's recent bin survey and request for replacement and new bins.</p> <p><b>ACTION:</b> The Clerk to draft a reply to note that the support of TDC was very welcome and that the Council wishes to be at the forefront of TDC's bin replacement program in 2019/20. To this end, a joint site visit with TDC staff would also be welcomed.</p> <p><b>ACTION:</b> The Council had received offers of snowdrops for the verges around Whyteleafe following an appeal for donations in the Council's newsletter. Cllr Rudland and the Clerk to collect plants for planting around the village entry signs (north and south of the Village).</p> <p><b>ACTION:</b> The Clerk to contact SCC Highways seeking an inspection and clearance, if appropriate, of the soakaway at Whyteleafe roundabout.</p> <p>b) Community Resilience</p> <p><b>NOTED:</b> Cllrs discussed the joint project between Caterham On the Hill Parish Council and SCC with respect to a bespoke drain cleaning programme at a cost of £25,000. In addition, the Clerk drew attention to news about the flood</p>	<p>SB</p> <p>CR SB</p> <p>SB</p>



	mitigation plans for Mole Valley in Surrey which reflected a change of approach by SCC. ACTIONS: The Clerk to seek information from Caterham Hill Parish Council and research the SCC decision with respect to Mole Valley to see if it has relevance to other areas such as Whyteleafe.	SB
9.	<p><b>Finance</b></p> <p>a) NOTED: The Clerk reported the Council's bank balances as follows: Current Account £31,366.59 and the Reserve Account £60,096.51. These figures included Community Infrastructure Levy (CIL) funds of £41,932.05 and £17,250 of earmarked reserves. The Clerk advised that TDC had notified him of a further £4,431 of CIL funds due in 2019/20. ACTION: The subject of CIL to be included on the next agenda.</p> <p>b) RESOLVED: To approve the updated List of Assets circulated by the Clerk.</p>	
10.	<p><b>Caterham, Chaldon and Whyteleafe Neighbourhood Plan</b></p> <p>NOTED: The Chairman and other representatives of the Neighbourhood Plan Steering Group to meet TDC on 22 March to review the draft Plan.</p>	
11.	<p><b>Transport (including highways)</b></p> <p>a) NOTED: Cllrs discussed the feedback from residents about the lack of use of the Hillside Road permit-only car park. ACTION: The Clerk to contact TDC to ask for details of how the permit scheme is publicised and the size of the current waiting list.</p> <p>ACTION: The Clerk to organise a site visit between Council members and District Cllr Gray to discuss parking along Church Road, off Whyteleafe Hill.</p> <p>NOTED: The Clerk reported that illegal advertising banners along the highway had been notified to SCC and subsequently removed.</p> <p>b) In the absence of Cllr Cheetham, no report was available from the last East Surrey Transport Committee meeting.</p>	SB SB
12.	<p><b>Events (public) and meetings of Outside Bodies.</b></p> <p>a) Cllrs discussed arrangements for the Annual Parish Assembly, on the subject of community resilience, scheduled for Wednesday 20th March 2019. ACTION: The Clerk to confirm speakers.</p> <p>b) ACTION: The next Whyteleafe litter pick to take place at noon on Sunday 24th March at noon.</p>	SB ALL
13.	<p><b>Clerk's Report</b></p> <p>a) NOTED: TDC had confirmed that they were not aware of any planning proposals or discussions with respect to the Green Belt land in and around Torwood Farm.</p> <p>b) The Clerk drew attention to a Surrey Fire &amp; Rescue's "Making Surrey Safer plan for 2020-2023" consultation . ACTION: The Clerk to circulate details.</p> <p>NOTED: The revised National Joint Council for Local Government Services (NJC) pay-scales applicable to Parish Clerks effective from 01 April 2019. Also, notice of an inflationary increase in respect of the Council's phone costs.</p> <p>ACTION: The Clerk to follow-up on an enquiry received from a potential new Cllr (subject to eligibility criteria) and the Council to review at a future meeting.</p>	SB SB



14.	<p><b>Payments and expenditure</b>          RESOLVED: To approve the list of payments totalling £1,805.54 (see Appendix 1 - Schedule of Payments). ACTION: The Clerk to dispense payments.          NOTED: Cllrs acknowledged future expenditure in respect of the Clerk's membership of the Society of Local Council Clerks of £118 and an estimated cost for the forthcoming Internal audit meeting of approx. £200.          ACTION: The Clerk to instigate a review of the Council's current email setup and provide an proposal, including the cost implications, for consideration at a future meeting.</p>	SB  SB
15.	<p><b>Next Council Meeting</b>          a) NOTED: The next meeting to take place on Monday, 8th April 2019 at St Luke's Church, Whyteleafe Hill.          b) This item (Annual Parish Assembly) was discussed under item 12a above.          c) NOTED: The Clerk provided the dates of scheduled meetings to April 2020.</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
230	SSE	106.19	Electricity supplied for festive lighting
231	New Ink Printing Company Ltd	468.00	Print and production of Spring Newsletter
232	SLCC Enterprises Ltd	48.00	Regional training seminar (Clerk)
233	A Siddall	55.00	Community Garden monthly maintenance in February 2019.
234	Simon Bold	877.05	Clerk's salary, office allowance, and expenses claimed for February 2019.
235	Surrey Pension Fund	221.30	Clerk's Pension - employee and employer contributions for February 2019
236	PCC of St Luke Whyteleafe	30.00	Hall hire for March 2019 meeting and Annual Parish Meeting 2019
	<b>TOTAL</b>	<b>£1,805.54</b>	