



Minutes of the Village Council meeting held on 12th July 2021

Councillors (Cllrs) present:

Marcus Jones (Chair), Deano Cline,
June Henty, Zach Jones, David Lee and
John Moffatt.

Attending:

County & District Cllr Jeffrey Gray
7 visitors (part)

In attendance:

Simon Bold (Clerk)

Meeting started at **8:10pm** and closed at **9:48pm**

1. APOLOGIES FOR ABSENCE

Cllr Sakina Bradbury had provided her apologies prior to the meeting.

2. CODE OF MEMBERS' CONDUCT

Cllr Lee confirmed his additional role as a Cllr at Tandridge District Council (TDC). No other Cllr declared any Disclosable Pecuniary Interest and/or 'Other Interests' in respect of items on the agenda.

3. MINUTES

RESOLVED: That the Chair sign the minutes of the meetings of 14th and 28th June 2021 as correct records.

The Clerk to display these minutes on the Council's notice boards and website.

SBo

At this point in the meeting, item 8 was brought forward. The original order of items is retained here for ease of reference.

4. MATTERS ARISING

The Clerk provided the following information:

- That news on whether the current festive lights contractor would continue to be eligible, under new Surrey County Council rules, was awaited. Confirmation was expected in early August.
- TDC had acknowledged receipt of the Council's Asset of Community Value nomination in respect of the Allotments and Scout Hut in Church Road and that their decision, on whether to accept the nomination, would be made by 17th August 2021.
- TDC had installed new street bins throughout central Whyteleafe.
- The rate of Community Infrastructure Levy to be passed to the Village Council on all new planning permissions in Whyteleafe (where CIL is applicable) will be 25% following the recent ratification of the Neighbourhood Plan by TDC.
- That he had chased up the Tandridge Local Committee seeking answers to the questions recently submitted by the Village Council.

Cllrs noted that the Asset of Community Value nomination in respect of Whyteleafe Football Club had not, as yet, been submitted to TDC. Cllrs M.Jones and Moffatt to progress and advise Cllrs.

MJ
JM

5. COUNTY COUNCILLOR'S REPORT ON SURREY COUNTY COUNCIL (SCC) ACTIVITIES

County Cllr Jeffrey Gray reported on a number of issues of relevance to Whyteleafe.

6. DISTRICT COUNCILLORS' REPORTS ON TANDRIDGE DISTRICT COUNCIL (TDC) ACTIVITIES

District Cllrs Gray and Lee reported on a number of TDC activities relating to the District and Whyteleafe.

7. BUSINESS PLANNING

Cllrs decided to defer all items relating to this item to a later meeting (see also 14.1).

After the meeting, each Cllr provided some suggestions about future Council priorities which Cllr M.Jones offered to compile for review by all.

8. PLANNING

RESOLVED: In respect of the three applications notified by TDC:

1. 2021/1191/N, Former Gasworks, Godstone Road, Whyteleafe, CR3 OEG

In respect of this proposal to demolish the Gas Holder, Cllrs made the following comments: that the Caterham Bourne watercourse be protected throughout any works; that traffic flow be maintained along the A22 Godstone Road; that adequate sight lines be maintained along the highway around the entrance to the site and that TDC consult with the Environment Agency before deciding whether or not to approve the application. Cllr Moffatt to prepare the Council's submission, on the above basis, for the Clerk to send to TDC.

JM
SBo

2. 2021/1182/NH, St Luke's Court, 2 Whyteleafe Hill, Whyteleafe, CR3 0FJ

Cllrs acknowledged the multiple representations made by residents prior to the start of the meeting. Members of the Council's Planning Committee to finalise the submission to TDC at the Committee's scheduled meeting on the 26th July.

JM
DC
ZJ

3. 2021/1029, 28 Whyteleafe Hill, Whyteleafe, Surrey, CR3 0AB

Cllrs discussed the nature of this application (Certificate of Lawfulness) and noted that the basis on which to comment was limited. However, Cllr Moffatt to prepare a submission for the Clerk to send to TDC raising concerns about the size and type of construction of the garden room (brick) and the likelihood of overlooking of neighbouring property.

JM
SBo

The Clerk to advise TDC of the Council's resolutions in respect of 8.1 and 8.3.

SBo

9. CATERHAM, CHALDON AND WHYTELEAFE NEIGHBOURHOOD PLAN

Cllr Moffatt agreed to ask the Neighbourhood Plan Steering Group for further information on the proposed Monitoring and Reviewing Body and to request a presentation on the Plan for new Cllrs.

JM

10. FINANCE

1. Cllrs acknowledged receipt of the Q.1 Financial Statement (unaudited), Reserves Summary and copies of the Council's bank and investment statements for the period ending 30 June 2021. These had been circulated by the Clerk prior to the meeting. Cllr Lee reconciled these documents and signed them for audit purposes.

2. The Clerk (acting as the Responsible Finance Officer) provided a verbal summary of financial variances based on the Q.1. 2021/22 financial position.

11. TRANSPORT AND HIGHWAYS

1. Cllr Cline advised of the imminent withdrawal of the local Southdown bus route no.357 and its replacement by an extension to route no.411 effective 26th July. The Clerk reminded Cllrs of the next East Surrey Transport Committee meeting on 14th July at 6pm (via Zoom).

2. No highways issues had been raised or reported to SCC since the last meeting. Cllr M.Jones to report to SCC any incidents of temporary flooding on Whyteleafe Hill, near the junction of Regents Close, should they re-occur.

MJ

12. ITEMS OF PUBLICITY AND INFORMATION

The Clerk confirmed that the Council's August CR3 article had been submitted for publication. Cllr M.Jones to draft the next article about the new Planning Committee and newly installed litter bins to be submitted by the Clerk in early August (for publication at the beginning of September). MJ SBo

Cllr Cline advised that the Caterham Independent would be willing to carry a quarter-page article from the Village Council on a regular basis.

13. PAYMENTS AND EXPENDITURE

Cllrs acknowledged receipt of the list of payments which had been circulated to Cllrs prior to the meeting (see Appendix 1: Schedule of Payments).

RESOLVED: To authorise all payments. The Clerk to dispense these payments. SBo

Cllrs acknowledged that the subscription to Zoom (for remote meetings other than Council meetings) should be retained for the time-being and that the holding of Planning Committee meetings would add an estimated £150 per annum to 'Hall Hire' costs (although this was likely to be partially offset by a need for fewer full Council meetings).

The Clerk to book four members of the Planning Committee on the "Introduction to Planning" training course run by the Surrey Association of Local Councils at a cost of £40 per person. SBo

14. NEXT MEETING(S)

1. Cllrs to hold an informal 'strategy' meeting (aka Business Planning) on the 9th August. No date was set for the next full Council meeting although the Clerk to make provisional bookings of the Transept at St Luke's for the second Monday of each month starting from September through to the end of the year. SBo

2. The Clerk to circulate a list of dates for future Planning Committee meetings and make corresponding bookings of the Transept at St Lukes's. SBo

SUB-SECTION 2 - PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960:

None.

Appendix 1: Schedule of Payments

Chq No.	Payee	Amount £	Comments	Budget Line
075	TVA (Tandridge Voluntary Action)	20.00	Replacement cheque - Annual Membership 2021/22	Affiliation
076	Mulberry & Co	42.00	Training – roles and responsibilities module (£35 net)	Training
077	A Siddall	110.00	Community Garden maintenance and grass cutting in June 2021	Groundworks
078	Simon Bold	**	Clerk’s salary for June 2021	Staff costs
079	Surrey Pension Fund	276.19	Clerk’s pension – employee and employer contributions for June.	Staff costs
080	Simon Bold	62.69	Reimbursement of costs incurred in June 2021	Office
081	HM Revenue & Customs	618.24	PAYE (Tax & NI) for Q.1. of 2021/22	Staff costs
082	PCC of St Luke Whyteleafe	30.00	Hall hire for Council meetings on 28 th June and 12 th July 2021.	Hall hire
083*	Tandridge District Council	284.40	Additional Street cleaning – April and May 2021. (£237 net)	Flood mitigation
084	- SPOILED -	00.00	- SPOILED -	N/A
085	Information Commissioner	40.00	Data Protection Registry annual fee 2021/22	Data Protection
	TOTAL	£2,486.24		

**The Council’s Scheme of Delegation will be used in respect of these payments*

*** Payments relating to salary have been redacted and form part of a confidential record in accordance with Financial Regulation 7.4.*