



## MINUTES OF THE MEETING OF WHYTELEAFE VILLAGE COUNCIL HELD ON 10 JUNE 2024

**Councillors (Cllrs) present:**

Deano Cline (acting Chair), Josy Goldsmith,  
 June Henty, Charles Lawrence-Browne and  
 Lynn Skilton.

**Attending:**

County and District Cllr Jeffrey Gray

**In attendance:**

Simon Bold (Clerk)

Meeting started at **8:05pm** and closed at **9:40pm**

1.	<p><b>APOLOGIES FOR ABSENCE</b>          Cllrs Marcus Jones and Sacha Naidoo had provided their apologies prior to the meeting. In the absence of Cllr Jones, Cllr Cline (Vice-Chair of the Council) chaired the meeting in accordance with Standing Orders.</p>	
2.	<p><b>CODE OF CONDUCT</b>          No Cllr declared any Disclosable Pecuniary Interest and/or Other Interests in respect of items on the agenda.</p>	
3.	<p><b>MINUTES</b>          Cllrs approved that the Chair sign the minutes of the meeting of 13<sup>th</sup> May 2024 as a correct record. The Clerk to display copies on the Council's notice boards and website.</p>	SB
4.	<p><b>HIGHWAYS AND TRANSPORT</b>          Cllrs acknowledged receipt of a report from County Cllr Gray with respect to local highways issues and priorities. A review of the report and discussion about future highways priorities was deferred until the next Council meeting.          The Clerk reminded Cllrs of the likelihood of the launch of the next Tandridge Parking Review by Surrey County Council (SCC) Highways and that this would provide the Council with the opportunity to propose changes to current parking measures across Whyteleafe.          Cllrs Cline and Goldsmith to jointly visit the top of St Luke's Road (junction with the Godstone Road) to assess whether they consider that a short section of railing between the carriageway and pavement (northside) would help with pedestrian safety.          The Clerk reminded Cllrs to provide him with details of any locations where either the pavement or road sight-lines are obscured by overgrown vegetation so that he can pass this information to County Cllr Gray for action by the relevant SCC team (the Community Gang).</p>	ALL  DC JG  ALL SB
5.	<p><b>COUNCIL PRIORITIES</b>          The Clerk provided an update on the status of the Caterham Bourne and confirmed that the flood alert that had been in place (for several months) had recently been lifted. The level of ground water had started to drop from peak levels recorded in April.          The Clerk also advised that the new bench and two new bins for Whyteleafe Recreation Ground were due to be installed by the end of the month and that unsuitable weather conditions had delayed this work. The Clerk to chase-up Tandridge District Council for news on the repair to the decking in the play area at</p>	SB



	<p>Whyteleafe Recreation Ground.</p> <p>Cllr Cline wished to organise a Cllr ‘walkabout’ to visit areas of Whyteleafe that, in the view of Cllrs, might require attention e.g. potential for environmental improvement, a litter pick, a highways inspection. Cllr Cline to organise a meeting of Cllrs and the Clerk.</p>	DC
6.	<p><b>PLANNING</b></p> <p>Cllrs Cline, Goldsmith and Lawrence-Browne all confirmed their availability to attend the next Planning Committee meeting scheduled for 24<sup>th</sup> June 2024. The Clerk to check the availability of Cllr Naidoo nearer the time. The Clerk to also liaise with David Ford, Chief Executive Officer and Ryno van der Hoven, Senior Enforcement Officer of TDC about their attendance of this meeting.</p> <p>The Clerk to book ‘Introduction to Planning’ training for Cllr Lawrence-Browne and Cllr Naidoo (if the latter is available). Cllr Goldsmith to also attend this training at the next available opportunity (e.g. 10<sup>th</sup> September or 21<sup>st</sup> October 2024).</p>	DC JG CLB SB SB JG
7.	<p><b>OUTSIDE BODIES, PUBLIC EVENTS AND CONSULTATIONS</b></p> <p>1. The Clerk notified Cllrs that the Surrey Association of Local Councils would be holding various on-line events over the coming months. The Clerk to circulate the details of individual events as and when they arise.</p> <p>The Clerk advised that Oxted Parish Council had enquired about the planters purchased by the Village Council for Whyteleafe and Whyteleafe South Railways Stations. The Clerk to provide the details of the supplier to Oxted Parish Council but ask that they select an alternative style of planter in order that each location can retain its own character and identity.</p> <p>2. Cllrs Goldsmith and Lawrence-Brown provided feedback from the recent meeting of the Caterham, Chaldon and Whyteleafe Neighbourhood Plan Implementation Group (CCWNPIG). The minutes of the meeting to be circulated to all Cllrs once available. Cllrs Goldsmith and Lawrence-Browne to attend the next CCWNPIG meeting scheduled for 20<sup>th</sup> July 2024.</p> <p>The Clerk to prepare a litter pick to take place on Sunday 21<sup>st</sup> July 2024 at 11am. Cllrs to send the Clerk their nominations of possible sites to litter pick.</p>	SB SB JG CLB SB ALL
8.	<p><b>PUBLICITY AND COMMUNICATIONS</b></p> <p>Cllr M Jones in conjunction with the Clerk to prepare and submit the Council’s next article, for the CR3 magazine and Tandridge Independent (to be published at the beginning of July), about the newly elected Council and its members.</p> <p>The Clerk to ask Cllr Jones to supply copies of head and shoulder photographs of all Council members for the Village Council’s website.</p> <p>New Cllrs to provide the Clerk with short introductory articles about themselves for uploading by the Clerk to the website as well.</p>	MJ SB SB JG CLB LS
9.	<p><b>PAYMENTS AND EXPENDITURE</b></p> <p>Cllrs authorised the list of payments totalling £4,168.01 shown at Appendix 1: Schedule of Payments. The Clerk to dispense these payments.</p> <p>In addition, Cllrs approved expenditure of £75 from the Environmental Enhancements budget for paint and equipment for refurbishment of the two village entry signs on the Godstone Road (north and south). Cllrs also approved expenditure (from the hanging baskets budget) of £1,822.50 (net of VAT) for the supply, maintenance and watering of summer hanging baskets in the centre of Whyteleafe based on the quotation obtained by the Clerk. The Clerk to procure.</p>	SB SB



10.	<b>NEXT MEETING</b> Cllrs noted that the next meeting of the Council was scheduled to take place on Monday 8 <sup>th</sup> July 2024.	ALL
11.	<b>SUB-SECTION 2 - PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960:</b> None.	

### Appendix 1: Schedule of Payments

Chq No.	Payee	Amount £	Comments	Budget Line
313	Mulberry Local Authority Services Limited	239.88	Replacement for cheque no: 309 re: Internal audit services for 2023-24 (£199.90 net of VAT)	Audit
314	Andrew Siddall t/a Grass 2 Long	110.00	Regular maintenance and additional mowing in May 2024	Groundworks
315	Simon Bold	**	Clerk's salary for May 2024	Staffing
316	Surrey Pension Fund	**	Employee and employer pension contributions for May 2024	Staffing
317	PCC of St Luke Whyteleafe	50.00	Hall hire for meetings in June 2024	Hall hire
318	Simon Bold	22.66	Reimbursement of remaining costs incurred by the Clerk in May 2024	various
319	Mulberry Local Authority Services Limited	60.00	'Introduction to Planning' training (£50 net of VAT)	Training
320	-SPOILED-	0.00	-SPOILED-	Not applicable
321	CJS Plants Ltd	2,187.00	Summer hanging basket display and maintenance (£1,822.50 net)	Hanging baskets
	<b>TOTAL</b>	<b>£4,168.01</b>		

*\*\* all payments relating to staff costs have been redacted and form part of a confidential record in accordance with Financial Regulation 7.4.*