Email: clerk@whyteleafevillagecouncil.gov.uk Website: www.whyteleafevillagecouncil.gov.uk



MINUTES OF THE MEETING OF WHYTELEAFE VILLAGE COUNCIL HELD ON 17th MARCH 2025

Councillors (Cllrs) present:

Deano Cline (Vice-Chair), Josy Goldsmith, June Henty and Lynn Skilton.

Attending: County and District Cllr Jeffrey Gray (part)

In attendance: Simon Bold (Clerk)

Meeting started at 7:45pm and closed at 8:55pm

 items on the agenda. MINUTES Cllrs approved that the Chair sign the minutes of the meeting of 17th February 2025 as a correct record. The Clerk to display copies on the Council's notice boards and website. COUNCIL PRIORITIES 1. The Clerk advised that he had attended two site meetings with Tandridge District Council (TDC) to meet contracting companies and to discuss the refurbishment of the play area at Whyteleafe Recreation Ground. As far as he was aware, TDC were looking to make a substantial financial contribution but would also seek additional funding from the Village Council and/or other third parties to fully refurbish the play area (i.e. groundworks, partial re-surfacing, and new fencing all around). As soon as there was further information, he would circulate details to Cllrs.	Clli	APOLOGIES FOR ABSENCE Cllrs Charles Lawrence-Browne, Marcus Jones (Council Chair) and Sasha Naidoo had provided their apologies prior to the meeting. In the absence of Cllr Jones, Cllr Cline chaired the meeting (in accordance with Standing Orders).		
Cllrs approved that the Chair sign the minutes of the meeting of 17th February 2025 as a correct record. The Clerk to display copies on the Council's notice boards and website. 4. COUNCIL PRIORITIES 1. The Clerk advised that he had attended two site meetings with Tandridge District Council (TDC) to meet contracting companies and to discuss the refurbishment of the play area at Whyteleafe Recreation Ground. As far as he was aware, TDC were looking to make a substantial financial contribution but would also seek additional funding from the Village Council and/or other third parties to fully refurbish the play area (i.e. groundworks, partial re-surfacing, and new fencing all around). As soon as there was further information, he would circulate details to Cllrs. The Clerk also advised that the Lawn Tennis Association were due to refurbish two of the tennis courts in the Rec (and implement a booking/ fee system) and that TDC planned to convert the adjacent space into a multi-use games area (aka MUGA) incorporating one tennis court. Cllrs acknowledged that there was no news of any remedial work to the Whyteleafe roundabout – this subject was expected to be discussed at a site meeting with Surrey County Council's (SCC) Cllr Gray and a member of the Highways team. The Clerk to organise.	No	No Cllr declared any Disclosable Pecuniary Interest and/or Other Interests in respect of		
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roadside gullies along the Godstone Road and other local roads (e.g. Station Approach). With respect to an additional road-sweeping service by TDC, it was noted that this had not been raised at the most recent TDC Community Services Committee – the Clerk to ask District Cllrs Cline and Gray to provide further information (if available). Cllrs Cline and Skilton to hold a fact-finding meeting about CCTV with a representative of Oxted Parish Council. Cllr Cline to report their findings at a future meeting. 2. The Clerk confirmed that he had provided TDC with the Village Council's priorities	correct record. The Clerk to display copies on the Council's notice boards and website. 4. COUNCIL PRIORITIES 1. The Clerk advised that he had attended two site meetings with Tandridge Distric Council (TDC) to meet contracting companies and to discuss the refurbishment of the play area at Whyteleafe Recreation Ground. As far as he was aware, TDC were looking to make a substantial financial contribution but would also seek additiona funding from the Village Council and/or other third parties to fully refurbish the play area (i.e. groundworks, partial re-surfacing, and new fencing all around). As soon as there was further information, he would circulate details to Cllrs. The Clerk also advised that the Lawn Tennis Association were due to refurbish two of the tennis courts in the Rec (and implement a booking/ fee system) and that TDC planned to convert the adjacent space into a multi-use games area (aka MUGA incorporating one tennis court. Cllrs acknowledged that there was no news of any remedial work to the Whyteleafer roundabout – this subject was expected to be discussed at a site meeting with Surrey County Council's (SCC) Cllr Gray and a member of the Highways team. The Clerk to organise. Cllrs were pleased to note that SCC Highways had recently inspected and cleared roadside gullies along the Godstone Road and other local roads (e.g. Station Approach). With respect to an additional road-sweeping service by TDC, it was noted that this had not been raised at the most recent TDC Community Services Committee – the Clerk to ask District Cllrs Cline and Gray to provide further information (it available). Cllrs Cline and Skilton to hold a fact-finding meeting about CCTV with a representative of Oxted Parish Council. Cllr Cline to report their findings at a future		SB SB DC LS	

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	in respect of the Community Asset Transfer Pilot Project. He advised that more financial information was required from TDC before any substantive progress could be made. Cllrs Cline and Jones, as well as the Clerk, to attend further meetings with TDC including the next TDC Parish Assembly in April and provide an update to all Cllrs. 3. The Clerk provided a proposal, based on discussions with Cllrs Cline, Jones and Skilton, to replace the damaged wooden bench in central Whyteleafe (near the Post Office) with a durable recycled plastic one. This would be the same specification as the benches which had been successfully installed on Whyteleafe Hill in 2023/24. In addition, Cllrs acknowledged that the post-mounted bin at the entrance to the Station Road Car Park (central Whyteleafe) also required replacement due to heavy damage. The Clerk added that another post-mounted bin, located on the Godstone Road opposite Well Farm Heights, might need replacement but that he would inspect it to see if a repair would suffice. Cllrs approved a maximum expenditure of £2,240 for the replacement and installation of the bench, with plaque, and possibly two bins (from the Environmental Enhancements budget). The Clerk to check each site and then procure these items as necessary. Cllrs also considered whether to purchase and install a new planter on the section of pavement near the top of St Lukes Road (north-side). Cllrs supported this initiative but wanted to ensure that SCC Highways would agree to install a section of railing at the top of St Lukes Road to improve pedestrian safety and form an enclosed area where the planter could be located. Cllrs agreed expenditure of up to £1,200 for the purchase and delivery of the planter, compost and plants. The Clerk to procure subject to confirmation by SCC Highways of the new section of railing. Cllrs Cline and Skilton confirmed that they would update Cllrs on any planned	MJ DC SB SB
5.	enhancements to the Community Garden at the next meeting. PLANNING Cllrs Cline, Goldsmith and Skilton confirmed their availability to attend the next Planning Committee meeting on 24 th March 2025. The Clerk to check the availability of Cllrs Lawrence-Browne and Naidoo (both Planning Committee members) nearer the time.	DC JG LS SB
6.	 OUTSIDE BODIES, PUBLIC EVENTS AND CONSULTATIONS The Clerk reminded Cllrs that the Tandridge Parking Review was due to close at the end of May 2025. He asked Cllrs to let him know of any proposals for consideration by the Council prior to the next Council meeting. The Clerk to send Cllr Cline details of the Annual Primary and Secondary School Travel Surveys (2025), currently being conducted by SCC, for sharing on social media to encourage greater participation. Cllrs noted TDC's intention to open a new Community Infrastructure Levy bidding round from 1st May 2025. The Clerk to circulate more details once issued by TDC. Cllrs, along with members of the public, had attended a Neighbourhood Plan Regulation 14 consultation briefing prior to the meeting. Cllrs expressed their support for a review of the Plan and the inclusion of policies relating to flood mitigation and amenity spaces. Cllrs raised no further issues with respect to the current consultation. The Clerk to provide copies of the hand-outs to those Cllrs not at the meeting. Cllr Cline to invite members of Whyteleafe AFC and the Whyteleafe & Caterham 	ALL SB SB

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	Tennis Club to attend the Annual Village Meeting on 14 th April 2025. Cllr Henty to also invite the various groups affiliated to the Whyteleafe Community Hub. The Clerk reported that the last Village Council litter pick on Sunday 23 rd February had been attended by 23 volunteers with over 27 sacks of litter cleared from around the centre of Whyteleafe. The Clerk to publicise the next Village Council Litter Pick (scheduled for the 18 th May 2025) in May and Cllrs to advise him of any areas in Whyteleafe that they feel would benefit from a litter pick. Cllrs Cline and Goldsmith volunteered to attend, on behalf of the Village Council, a presentation by the Caterham Chaldon and Whyteleafe Youth Charity on the 20 th March at 6:15pm (in Caterham Valley).	DC JH SB ALL DC JG	
7.	7. PUBLICITY AND COMMUNICATIONS Cllr Jones to write the next CR6 article and Cllrs were keen that this should include images of the daffodils in Whyteleafe which had been planted by volunteers.		
8.	Cllrs reviewed the Council's Standing Orders and Financial Regulations which had been circulated by the Clerk prior the meeting. Cllrs acknowledged that due to The Procurement Act 2023 and The Procurement Regulation 2024 coming into force in February 2025, changes to the Council's Financial Regulations were necessary. Cllrs approved Standing Orders (subject to the removal of the National Association of Local Councils logo) and Financial Regulations (subject to the figure in item 6.9i being amended to £1,000 to match the figure in 5.15). The Clerk to issue both documents and upload copies to the Council's website.		
9.			
10.	NEXT MEETING Cllrs noted that the next meeting of the Council was scheduled to take place on Monday 19 th May 2025.	ALL	
11.	SUB-SECTION 2 - PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960: None.		

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Appendix 1: Schedule of Payments

Chq No.	Payee	Amount £	Comments
383*	Simon Bold	**	Clerk's salary for February 2025
384*	Surrey Pension Fund	**	Employee and employer pension contributions for February 2025
385	Caterham on the Hill Parish Council	1,670.00	Annual contribution to the CCWNP Implementation Group
386	Andrew Siddall t/a Grass2Long	60.00	Regular maintenance in February 2025
387	Simon Bold	212.13	Reimbursement of costs incurred in February 2025
388	Surrey County Playing Fields Association	10.00	Affiliation fee for 2024/25 (retrospective)
	TOTAL	£3,452.05	

^{*}Paid in accordance with the Council's Scheme of Delegation

^{**} All payments relating to staff costs have been redacted and form part of a confidential record in accordance with Financial Regulation 7.4