

# **FELBRIDGE PARISH COUNCIL**

Meetings are held on the first Thursday of each month (except January and August)  
at 7.30pm in the Village Hall

## **Minutes of the Parish Council Meeting held on 6<sup>th</sup> February 2014 at 7.30pm in the Village Hall, and of the Planning Meetings held on 19<sup>th</sup> December 2013 and 16<sup>th</sup> January 2014**

Present: Mr Ian McBryde (Chairman)  
Mr Brian Apps  
Mr David Archer  
Mr Jeremy Clarke  
Mrs Linda Hainge  
Mrs Joan Harwood  
Mrs Bridget Huntington  
Mr Ken Harwood (District Councillor) (attended part of meeting)  
Mr Michael Sydney (County Councillor) (attended part of meeting)  
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – None

2. **DISCLOSURE OF PECUNIARY AND OTHER INTERESTS**

Councillor Joan Harwood declared a Disclosable Pecuniary Interest in Planning Application TA/2013/604, the nature of the interest being that she knows the owners of Churchill Farm. In accordance with the Council's Code of Conduct, she left the meeting whilst this matter was being discussed and voted upon. There were no other additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 5<sup>th</sup> December 2013 and the Planning Meeting held on 21<sup>st</sup> November were approved and signed.

4. **CHAIRMAN/CLERK'S REPORT**

- (i) **Tandridge Transport Survey – Review of Freight Activities:** The interim report has been produced. Michael Sydney will obtain a copy for FPC from Peter Hitchings, SCC Transport Policy Team.
- (ii) **Access Roads onto Crawley Down Road:** Michael Sydney is attending a meeting with Surrey Highways on 11<sup>th</sup> February and agreed to speak to them about a follow-up meeting with FPC now that they have access to the Atkins Report.
- (iii) **Wall outside Felbridge Court:** Clerk obtained update from Colin Pearse, SCC, on 29<sup>th</sup> January 14 - he is in contact with resident and liaising with May Gurney who are dealing with this matter.
- (iv) **Surveillance Camera Code of Practice:** The final draft Code of Conduct was circulated to all councillors on 6.1.14 and a copy placed in the cupboard with the CCTV equipment, with the Rules issued by The Stationery Office in June 2013.
- (v) **FOI Request:** The reply from SCC does not highlight which repairs were carried out free of charge by the contractor. Michael Sydney agreed to follow up with Surrey Highways.

- (vi) **Pavement along Rowplatt Lane:** EG Access Group looked at the pavement and consider that there is a narrowing problem at both ends of Rowplatt Lane on the west side. Colin Pearce, SCC, spoke to the Clerk on 21.1.14 and agreed to inspect and if needed add the work to the community gang schedule.
- (vii) **Felbridge Housing Needs Survey:** A survey commissioned by WS Planning and Architecture on behalf of a client was circulated to Felbridge residents in November 2013. **Resolved:** Ian McBryde to ask for a copy of the results.
- (viii) **Speed limit outside school:** Information on SCC's Policy re 20mph speed limits outside schools has been circulated in the February circulation bag. **Resolved:** Discuss at next meeting.
- (ix) **Felbridge Footpath books:** These are available for sale at £3.50. **Resolved:** Jeremy Clarke agreed to ask the village shop to offer them for sale.
- (x) **Gatwick Airspace Consultation:** A public meeting with Tom Denton from Gatwick Airport was held on 8<sup>th</sup> January 2014 in Felbridge Village Hall. Ken Harwood responded to TDC with FPC's views.

## 5. **ONGOING ITEMS**

- (i) **Community Consultation:**  
Transport/Environment and Green Issues: –  
Actions completed:-
  - a. Survey of bus stops – this was carried out by Jeremy in December and circulated to FPC. Letter to Metrobus to be discussed at March meeting. Metrobus are meeting with SCC on 18<sup>th</sup> February to discuss reinstalling the bus stops by Felbridge School – Clerk to attend meeting.
  - b. List of bus routes and links to timetables – this was carried out by Jeremy in December and publicised in village shop and website.
  - c. Survey information – The Commercial Officer at Metrobus has provided detailed answers to the responses raised by residents. Letter circulated in February circulation bag.
  - d. One-way option at school times – details of informal courtesy voluntary system in Horsham circulated to FPC on 14.1.14.
  - e. Speed limit enforcement along Crawley Down Road – 8 residents attended the Speedwatch training arranged on 24<sup>th</sup> January in Felbridge with Moira Cocks, Surrey Police. Moira Cocks will carry a School Speedwatch on 10<sup>th</sup> June 14, and carried out a speed survey along Crawley Down Road in January 14 – survey report in February circulation bag.
  - f. Gullege Bridleway – 5 residents have agreed to discuss ways of raising funds to improve this bridleway. Clerk to arrange initial meeting with David and Jeremy on a Saturday morning.

### Leisure and Health Actions:-

- a. Outdoor gym – Ian contacted several councils to ascertain usage and will visit Burstow and Forest Row.
- b. Doctors/dentist survey in Felbridge – Clerk sent letter to Surrey Healthcare Trust on 14.1.14 – reply awaited.
- c. Zumba – Linda investigated – club at Haven Centre, Crawley Down
- d. Whist/Bridge – Linda investigating local interest.
- e. Evening Exercise Classes – There is no availability at the village hall in the evening. Linda to suggest the school hall to Julie Nottingham.
- f. Weight Watchers – probably interested in an afternoon session.
- g. Fence in woods r/o village hall – TDC will investigate.

Village and Business Development: –

- a. Community Cafe – This project is now on hold until plans by the village shop owner are confirmed.
- b. Post Point – Clerk to send details of 3 companies to village shop owner.

Felbridge Luncheon Club – 6 volunteers have shown an interest in running a luncheon club at the village hall and an initial meeting was held on 29<sup>th</sup> January – possible start date Thursday, 17<sup>th</sup> April. FPC and Michael Sydney agreed they would help with grants towards set-up costs if there is sufficient interest from local retired residents. **Resolved:** Clerk to communicate details via the website, email hub group, local paper etc to assess viability.

- (ii) **Hub Project:** During 2014, Clark Ground Care will continue the urban grass cutting and Bill Kear will be cutting the rural verges. Notes from the Hub Management Group meeting on 13<sup>th</sup> January have been circulated. The hub phone line has been cancelled. Felbridge residents should contact the Clerk or send an email to [lingfieldhub@gmail.com](mailto:lingfieldhub@gmail.com) with any problems. FPC agreed that there are no ditches requiring attention by the hub contactors.

6. **FINANCE**

- (i) **Cheques:** Issue of the following cheques was approved by the council under Standing Orders and the cheques were signed:
 

043	B. Wright	Bus shelter cleaning for Feb 14	£35.00
044	R. White	Clerk's salary for Feb 14	£232.61
045	HM Revenue & Customs	Income Tax for Feb 14	£58.00
046	R White	Office Allowance for Feb 14	
		+ Petty Cash for Dec/Jan	£73.75
047	Information Commissioner	Data Protection Registration Fee	£35.00
048	D Hainge	Materials for noticeboard repair	£46.72
049	The Felbridge Village Hall	Hall fees Airport Consultation Mtg	£18.40
- (ii) **Section 137 Payments:**  
Village Website: Website committee members to attend March meeting to discuss funding.
- (iii) Precept for 2014/15: FPC have requested a Precept of £15,400 to ensure that the Parish Council's Band D figure remains at £13.44.
- (iv) Quarterly Budget Update to end December 2013 was circulated. **Resolved:** Clerk to contact current maintenance contractor to ascertain life of existing skateboard and quote for replacement.

7. **FAIRTRADE**

After much consideration, FPC agreed to support Fairtrade in principle but do not feel they can commit to a Council Resolution to actively promote Fairtrade in Felbridge.

8. **ANNUAL MEETING**

It was agreed to invite Katie Brennan to speak about Superfast Broadband.

9. **FPC STANDING ORDERS**

Subject to a few amendments, the final draft will be circulated and agreed at the March meeting.

10. **TANDRIDGE LOCAL COMMITTEE**

Michael Sydney reported that Tandridge District Councillors were not attending the Local Committee Meetings as they had been requested not to do so by the Leader of the Council. FPC are concerned at this and considered that it was the responsibility of District Councillors to attend and represent their wards and parishes on that Committee.

**Resolved:** It was agreed that the Chairman would write to Gordon Keymer, Leader of Tandridge DC expressing FPC's concerns and requesting the reasons for non-attendance. Clerk to circulate web link to the TDC Local Committee minutes and agendas.

11. **COUNCILLORS' FEEDBACK**

- (i) **Resurfacing:** By March 2014, SCC will have spent £31m on resurfacing the county's roads, of which £7m will have been spent in Tandridge, with £3.1m in the Lingfield division.
- (ii) **A22/A264 Traffic Management:** Michael Sydney is arranging meeting with WSCC councillors to discuss this.
- (iii) **Building Site in Crawley Down Road:** The grass verge is badly damaged and chipboard across the pavement is a hazard to pedestrians. **Resolved:** Clerk to contact TDC Planning and Steve Hyder.
- (iv) **FPC's post box in village hall:-** This needs a new sign.
- (v) **Disabled resident:-** A resident has reported problems with flooding along the pavement in Copthorne Road and the damaged pavement in Crawley Down Road. Ken Harwood has reported flooding problem to TDC and Clerk has reported pavement in CD Rd to SCC.
- (vi) **Lack of street lighting by village shop:** Street lighting was surveyed by Skanska to ensure minimum lighting requirements prior to new street lights. **Resolved:** Clerk to contact Skanska to ask them to investigate.
- (vii) **Noticeboard in Furnace Wood:** FPC notices have been damaged by Worth Council notices. Worth Council have been informed.
- (viii) **Police Commissioner Funding:** This is available for local projects, including parish council websites.
- (ix) **Gatwick Airport:** Ken Harwood has contacted GATCOM re drop-off/pick-up restrictions at the airport.
- (x) **Visual Presentation of Felbridge Life:** Ken Harwood has compiled a photographic presentation of Felbridge businesses and activities, which could be sold as a DVD.

12. **SURREY HIGHWAY REPAIRS:**

- (i) **Flooding on Copthorne Road by Furnace Wood:-** Michael Sydney to discuss with Surrey Highways. **Resolved:** Clerk to send details to Michael Sydney.
- (ii) **Pavement near BT boxes at junction of Rowplatt Lane/Crawley Down Road:** Tarmac is breaking up and pavement has subsided. Reported to TDC 20.11.13 Ref No 510179. 7.1.14 email received from Surrey Streetworks confirming arranging meeting with BT to inspect pavement.
- (iii) **Wires in verge alongside Crawley Down Road:** Removed by TDC.
- (iv) **Rowplatt Lane:** This road was re-surfaced January 2014.
- (v) **Copthorne Road:** The road between Furnace Wood and the county boundary should be resurfaced during February 2014.
- (vi) **Bushes overhanging pavement alongside A264:** These were cut back in December 2013.
- (vii) **Sewage problems in Rowplatt Lane:** 5 houses have had problems with sewage backing up in their bathrooms. Work has been done by Southern Water

contractors to clear pipes. **Resolved:** Clerk to contact residents to offer FPC's support to get this problem resolved.

- (viii) **Flooding outside No 33 Copthorne Road:** Colin Pearse, Surrey Highways, visited the resident on 5<sup>th</sup> February and arranged for debris to be cleared from the drains.

Mr Sydney and Mr Harwood left the meeting.

### 13. **PLANNING APPLICATIONS**

**Planning Meeting held on 19<sup>th</sup> December 2013** attended by Brian Apps, David Archer, Jeremy Clarke, Linda Hainge, Joan Harwood, Ian McBryde.

**Applications Acknowledged 9<sup>th</sup> – 13<sup>th</sup> December 2013**

**TA/2013/1769:** Birchwood, Heather Way, Felbridge. Demolition of existing extension and porch. Erection of single storey extensions to north and east elevations. (Certificate of Lawfulness for a proposed development). **Resolved:** No Action.

**Planning Meeting held on 16<sup>th</sup> January 2014** attended by Brian Apps, Jeremy Clarke, Joan Harwood, Linda Hainge, Bridget Huntington and Ian McBryde.

**Applications Acknowledged 16<sup>th</sup> – 20<sup>th</sup> December 2013**

**TA/2013/1850:** 43 Crawley Down Road, Felbridge. Erection of first floor extension to rear elevation. **Resolved:** Felbridge Parish Council have carefully considered this application but have no objections to make.

**Applications Acknowledged 23<sup>rd</sup> December 2013 – 3<sup>rd</sup> January 2014**

**TA/2013/1864:** Littlecote, 19 Crawley Down Road, Felbridge. Variation of condition 3 of permission TA/2001/P/170 dated 15th March 2001 to allow the conversion of part of double garage into habitable accommodation. (Retrospective). **Resolved:** Felbridge Parish Council have carefully considered this application but have no objections to make.

**Applications Acknowledged 6<sup>th</sup> – 10<sup>th</sup> January 2014**

**TA/2013/1884:** Chester Lodge, Woodcock Hill, Felbridge. Formation of turning and parking area (Retrospective). **Resolved:** Felbridge Parish Council have carefully considered this application but have no objections to make. FPC note that this is a retrospective application. Prospective applications would be appreciated by the Parish Council.

**TA/2013/604:** Churchill Farm, West Park Road, Newchapel. Erection of acoustic barrier around existing motor circuit. **Resolved:** Felbridge Parish Council **fully support this application to mitigate the noise disturbance.**

**Parish Council Meeting held on 6<sup>th</sup> February 2014**

**Applications Acknowledged 13<sup>th</sup> – 17<sup>th</sup> January 2014**

**TA/2013/1885:** Chester Lodge, Woodcock Hill, Felbridge. Erection of storage unit. **Resolved:** FPC support this application in principle but are concerned that the appearance is out of keeping.

**Applications Acknowledged 20<sup>th</sup> – 24<sup>th</sup> January 2014**

**TA/2013/1863/TPO:** Birchwood, Heather Way, Felbridge. TPO 214 (T) – Fell 1 Silver Birch & 4 Leyland Cypress. Reduce height of 5 Oak trees to 10m. **Resolved:** FPC will support the tree officer's opinion.

**TA/2014/57/NH:** Inglewood, Heather Way, Felbridge. Erection of a single storey extension to the north elevation, measuring 8 metres deep with a maximum height of 2.7 metres and an eaves height of 2 metres. (Notification of a Proposed Larger Home Extension). **Resolved:** FPC unable to comment as not a consultee.

**TA/2014/25 and 91:** Demolition of 11a Crawley Down Road. Erection of 32 new dwellings and associated infrastructure. **Resolved:** FPC object to this application for the following reasons. FPC are unable to consider this application whilst the vehicular connection between the two developments is undecided. FPC have serious concerns regarding the additional entrance onto Crawley Down Rd – busy bus route, too close to

primary school, traffic congestion, junction with A264 is hazardous. Although the housing is within MSDC, it is effectively in Tandridge, therefore residents will use Felbridge facilities. The results of the 2013 FPC Community Survey showed 66% of residents believed Felbridge could not accommodate new housing, only 2% supported housing in the green belt, with brown field and infilling being more acceptable, and 75% agreed 'it was important to protect the MSDC Area of Development Restraint'. The housing density is out of character with the existing area. FPC do not believe that this development achieves the objectives of the Mid Sussex Local Plan 2004. The application does not fall within the guidelines of MSDC Policy C1 and does not conform with the following policies adopted by MSDC – C6, C9, B1, B3, H2, H4, H12, and CS11.

**Applications Acknowledged 27<sup>th</sup> – 31<sup>st</sup> January 2014**

**TA/2014/113:** Snowhill Business Centre, Snow Hill, Crawley Down. Removal of condition 5 of permission TA/97/P/1024 dated 25 November 1997. **Resolved:** No Action.

Mr Harwood returned to the meeting

14. **CLERK'S REPORT**

- (i) **Felbridge Luncheon Club:** A letter had been received thanking FPC for their donation towards the Christmas lunch held on 19<sup>th</sup> December.
- (ii) **Flood Warning Signs:** Michael Sydney has offered a grant to Lingfield Parishes to purchase signs. **Resolved:** It was agreed FPC would not purchase signs due to storage problems and responsibility for locating signs on Surrey Highways verges.
- (iii) **River Eden Catchment Planning Event:** This will be held on 5<sup>th</sup> March in Edenbridge.
- (iv) **FSRA Playing Field:** Due to anti-social behaviour in the carpark, the gate is locked overnight by a resident of Oak Farm Place with the agreement of FSRA and TDC. This was discussed by FPC who agreed that no further action was necessary. **Resolved:** Clerk to write to resident who raised this matter.

15. **BUSINESS FOR NEXT MEETNG** - None.

16. **DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS**

The next Parish Council Meeting will be held on Thursday 6<sup>th</sup> March 2014 at 7.30pm. A Planning Meeting will be held on 20<sup>th</sup> February 2014.

The meeting closed at approximately 10.45pm.

RW

18<sup>th</sup> February 2014

Copies sent to:- all Parish Councillors, District Councillor, County Councillor, EG Courier and Observer, EG Library, Felbridge School, Surrey Police, Felbridge School Governors, Focus@Felbridge.