



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 4th May 2023 **at 7.30 pm in Felbridge Village Hall**

Present:

Cllr. Jeremy Clarke (Planning Chairman)
Cllr. Joan Harwood
Cllr. Alex Horwood
Cllr. Bridget Huntington (Chairman)
Cllr. Ian McBryde (Vice-Chairman)
Cllr. Jo King
Mrs. Patricia Slatter (in attendance)

Two members of the public also attended part of the meeting and asked questions regarding damage to the Village Green by vehicles and the failure of contractors to properly fence off their roadworks site. There was also a question relating to events in the village.

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. Chapman, County Cllr. Steeds and District Cllr. Moore

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

Cllr. King did not take part in the discussions or decision taken on planning application 2023/385

3. **APPROVE MINUTES OF PREVIOUS MEETING**

Minutes of the Parish Council Meeting held on Thursday 6th April were approved and signed.

4. **CHAIRMAN'S REPORT**

Coronation Planter

The planter has now been delivered to the contractor. **Action:** Plants and flowers will need to be selected for the initial planting and volunteers needed to look after the planter and vegetation going forward. **Action:** Clerk to work with contractor to arrange for delivery, preparation of the ground and installation. The grassed verge will be included in the grass cutting contract.

5. FINANCE

(i) Receipts and Payments for April 2023

Date	To / From	Description	Amount	Current Account	Deposit Account
31 March		Brought Forward		£19126.27	£25092.09
		Receipts			
21 April	TDC	Precept 1	13500.00	13500.00	
		Sub Total	32626.27	32626.27	
		Payments			
6 April	NEST	Pension Contribution	£232.75	-232.75	
13 April	SLCC	Annual Membership	£187.00	-187.00	
13 April	Hazeltine	Bus Shelter Cleaning	£45.00	-45.00	
13 April	HMRC	Tax and NI	£406.34	-406.34	
		Sub-Total	£871.09	-£871.09	
		Transfers	Nil		
		Carried Forward		£31755.18	
		Bank Balances		£31755.18	£25092.09
30 April	Available Funds - Current a/c plus Deposit a/c			£56847.27	
30 April	Allocated Reserves - traffic calming £2K, bus shelter £6K, playground £15K, skateboard ramp £2k) includes restricted use CIL revenue			-£25000.00	
30 April	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£31847.27	
Current Account statement was circulated to councillors on 2 nd May 2023, along with the above record of receipts and payments, for transparency and confirmation of accuracy and both were signed at the meeting					

(ii) **Approval of the Annual Governance Statement 2022-2023:** **Approved:** The Annual Governance Statement was approved and signed by the Chairman and Clerk

(iii) **Approval of the Accounts Statement and Annual Return 2022-2023:** **Approved:** The Accounts Statement and Annual Return were approved and signed by the Chairman having already been signed by the Clerk

(iv) **Internal Auditor Report:** There were no matters raised in the report. It was **noted** that a new auditor would be appointed for the financial year 2023-24

(v) **Approval of Expenditure (CIL) Construction of base for new Coronation planter.** **Approved:** Councillors approved expenditure of £450 from CIL funds for the preparation of the grass verge; construction of a new solid base and installation of the Coronation memorial planter.

(vi) **Insurance 2023-24** The Clerk presented quotes and recommended that the Zurich quote covered the specific content of the Asset Register and was considerably lower than that submitted by the existing supplier. **Approved:** Zurich Insurance to provide cover for period from 31st May for one year at a cost of £740.75. **Action:** Clerk to progress.

(vii) **Asset Register:** The Clerk recommended a review of the Asset Register to ensure that actual value of assets is not substantially lower than the insurance value. **Action:** Chairman and Cllr. King to progress.

(viii) **Request for S137 Funding – Felbridge Primary School PTA.** Councillors considered an application for funding towards the cost of providing benches for a quiet area within the school grounds. **Approved:** Councillors approved a payment of £250 towards the total cost. **Action:** Clerk to liaise with PTA.

(ix) **CIL Annual Return** for 2022-23 has been submitted.

(x) **Playground: CIL Funding Application:** Application being prepared for stage one of the process. Site visit to be held with supplier of equipment to be retained. Will request quotes and drawings to accompany application. Deadline for application is mid-May. **Action:** Clerk to monitor and report back

6. VILLAGE MAINTENANCE

- (i) **Grass Cutting:** First cut took place in late April. Next scheduled cut will be June to take part in 'No Mow May'.
- (ii) **Football Goalposts:** The new goalposts have been installed.

7. COUNTY COUNCILLOR REPORT

Surrey Highways will submit an insurance claim following the removal of the VAS on Crawley Down Road by WSCC contractors. There will be different options considered for replacement. Funding has been set aside within the Road Safety Scheme/Speed Management Plan budget for installation this financial year. The insurance claim and budget allows for the provision of two larger VAS, one in each direction, or four smaller speed limit reminder roundels.

Highways have been advised that their failure to properly communicate before starting roadworks is having a negative impact on residents and road users and this is not acceptable. County Councillor not being told about planned works was unacceptable and this was escalated to the Cabinet Member for Highways.

8. DISTRICT COUNCILLOR REPORT

None provided.

9. COUNCILLORS' REPORTS/UPDATES

Skips at Beaver Farm: Clerk has submitted a report to Planning Enforcement

History Boards: Cllr. Huntington suggested that the History Board between Felbridge School and the Village Green needed to be replaced and the 70th Anniversary of Felbridge Parish Council could be recognised on a new board. **Action:** Chairman and Clerk to follow up.

Box Junction on A264/Crawley Down Road: Cllr. King has reported to Surrey Highways on several occasions that the 'yellow' box at this location needs to be repainted but there has been no response. **Action:** Clerk to follow up with officer.

Mill Lane Footpath/Road: Cllr. Harwood reported that the area on Mill Lane at the junction with the public footpath was impassable due to mud and debris. It was acknowledged that while part of this included private land, other areas were the responsibility of SCC Public Rights of Way and Surrey Highways. **Action:** Clerk to report to both organisations.

Footpath 286 Copthorne Road to A22: Cllr. Huntington reported that an area of this footpath was becoming impassable due to issues with drainage causing flooding. **Action:** Cllr Huntington to report to SCC Rights of Way.

Gatwick Airport Visit: Cllr. King to attend.

Imberhorne Lane Roadworks: Cllr. Huntington referred to the latest roadworks by SGN at the junction with Imberhorne Lane and the A22 which were not removed until two days after works were complete. The Clerk said that these works were outside Felbridge and the responsibility of West Sussex Highways who would not engage with Felbridge Parish Council. **Action:** Clerk to write to EGTC Clerk/WSCC Councillor to raise councillors' concerns.

10. SURREY HIGHWAYS/RIGHTS OF WAY/TDC :

Surrey Highways

Ironworks at Star Junction: Highways say they can't identify who owns the damaged ironworks so they have laid tarmac over them as a temporary measure.

Copthorne Road Closure: There was no warning of the road closure for resurfacing works. It was noted that while road repairs were welcome, it was disappointing that one of the worst areas at Furnace Wood had not been included in the works.

11. PLANNING

(i) Applications in Felbridge

Applications considered at the Planning Meeting on 20th April attended by Cllr. Clarke, Cllr. Huntington, Cllr. King and Cllr. Harwood:

2023/241 Floreat, Mill Lane, Felbridge, RH19 2PF

Erection of single storey rear extension, front extension and attached garage

Resolved: No Action

2023/345 The Coach House, Wards Farm, London Road, Felbridge, RH19 2QZ

Removal of existing 1m high close board wooden fence and erection of new 2m high fence.

Resolved: Felbridge Parish Council are concerned about the urbanising effect of 2m high solid fences in the Green Belt.

2023/227 Poppy Place, Domewood, Copthorne, RH10 3HD

Erection of a one bay secure oak framed outbuilding to match existing car port

Resolved: No Action

DM/23/0810 Land South Of Crawley Down Road Felbridge East Grinstead Demolition of existing structures and erection of 200no. 1, 2, 3 and 4 bedroom homes (30% affordable) with new vehicular accesses via Crawley Down Road, car parking, open space and landscaping. – Agreed to send in the review of the flood risk assessment demanding that the hydraulic modelling is calibrated using these flood events. The wording of the full consultation response from FPC will be drafted over the next two weeks for approval at the Full Council meeting on 4th May.

Applications considered at the Parish Council meeting:

2023/385 The Stables, Wards Farm, Felbridge RH19 2QZ

Resolved: Felbridge Parish Council strongly object to this application. The removal of permitted development within the Green Belt in Tandridge is wholly relevant and justified. Only that protection prevents the sprawl of buildings under per permitted development which will have an effect of the openness of the Green Belt. It has already been proven that even with fencing and hedges hiding such development from view, this does not prevent an impact on the openness of the Green Belt. The potential knock on effect would be the reinstatement of permitted development rights for all Green Belt dwellings within the Tandridge District.

DM/23/0810 Land South Of Crawley Down Road Felbridge East Grinstead Demolition of existing structures and erection of 200 no. 1, 2, 3 and 4 bedroom homes (30% affordable) with new vehicular accesses via Crawley Down Road, car parking, open space and landscaping. **Resolved:** A detailed response was approved by all councillors including both the planning application and travel implications. Both documents can be viewed on the FPC website on <http://www.felbridge-pc.org.uk/community/felbridge-parish-council-10116/msdc-developments/> Cllr. Clarke was thanked for his considerable work on researching and preparing documents for consideration by councillors.

(ii) Applications Received by Neighbouring Authorities

East Grinstead Town Council:

Recommended refusal of SA19/Barratt Homes application

19 Copthorne Road – single storey rear extension

Worth Parish Council – Also objected to SA19/Barratt Homes application

(iii) MSDC Development on Felbridge Border

11a Crawley Down Road – Antler Homes: SCC have told the Antler Homes that they must make good the damage to the Village Green caused by contractor vehicles driving across the Green during the roadworks outside their site which included a lane closure on Copthorne Road.

12. CLERK'S REPORT

Correspondence: Mainly regarding roadworks and speeding traffic on surrounding roads and parking outside Antler Homes development.

Temporary Toilet: Councillors agreed that the facility should start in late May to coincide with half term.

Action: Clerk to progress

Footpath 286 (Birch Grove): The Public Rights of Way team at SCC had claimed that the footpath was owned by FPC and that works to trees would therefore be the responsibility of FPC. They now accept that FPC do not own this footpath or any others in Felbridge.

S106 SA19/Barratt Homes Application

Clerks has chased up MSDC officer and asked for a revision of the play and leisure funding provision fsince the full development has now been brought forward. The existing funding requirement was based on 61 dwellings. Will review and respond on return from leave. **Action:** Clerk to monitor

Footpath from School to Rowplatt Lane A264: Resident has reported excess debris which is now affecting pavement. TDC have had issues with their road cleaning vehicles but usual service is expected within weeks.

Boundary Commission Changes: TDC confirm that District Councillors were briefed on the impact of changes early in 2022. Cllr. Moore did not share this information in full with FPC. A vote was taken in July 2022 and the motion to move to three ward groups was carried. The consultation to which FPC were invited to contribute related only to suggesting which other parishes would sit better with Felbridge. There will be a further consultation but it is anticipated that the Boundary Commission will make the final decision.

13. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

The next full Parish Council meeting will take place on Thursday 1st June. A Planning Meeting is scheduled for 18th May which will be preceded by the Annual Meeting.

The meeting closed at approximately 2110

Patricia Slatter
Clerk to Felbridge Parish Council
www.felbridge-pc.org.uk

