

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 6th December 2018 at 7.30pm in Felbridge Village Hall.

Present:

Mr. Jeremy Clarke (Chairman)

Mrs. Linda Hainge

Mrs. Bridget Huntington

Mr. Ken Harwood (District Councillor) attended part of the meeting.

Mrs. Patricia Slatter (in attendance)

Mrs. Joan Harwood

Mr. Ian McBryde

Mr. Alan Woodroffe

A member of the public attended the start of the meeting to raise concerns regarding the number of developments on Crawley Down Road and in particular the new application submitted for 48 Crawley Down Road. In the past year he recorded fourteen houses with entrances on to the road and considered that a further development on the opposite side of the road was unacceptable. The new properties were all four and five bed roomed houses with insufficient parking leading to on road parking. It was also noted that due to cross boundary issues, immediate neighbours had not been made aware of the planning application.

1. **APOLOGIES FOR ABSENCE** were received from Ms. Lesley Steeds (County Councillor) and Georgina Chapman.

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

Jeremy Clarke declared a pecuniary interest in Planning Application TA/2018/2153 relating to ownership of the adjoining field. In accordance with the Council's Code of Conduct, he left the meeting whilst this matter was being discussed and a decision taken.

3. **APPROVE MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council Meeting held on Thursday 1st November 2018 were approved and signed.

4. **ONGOING ITEMS**

Community Consultation:

(i) **Leisure and Health Actions:**

a) Temporary Toilet: Has been removed until Spring 2019.

b) Drinking Fountain: **Action:** Clerk to monitor grants available in other areas to organisations providing drinking fountains/water filling stations to reduce plastic waste.

(ii) **Grass Cutting:**

A response was received on 7th November to Felbridge Parish Council's formal complaint to the Local Authority Ombudsman regarding Surrey Highways' failure to properly manage their grass cutting contract. The Ombudsman has responded that a Parish Council may not make a formal complaint against a County Council. Other than an acknowledgement of receipt, there has been no response from the senior officers and councillors at SCC who received a copy of the complaint. TDC had considered taking over this contract but have now decided against. This means that SCC will continue to be responsible for grass cutting in 2019 and the scheduled number of cuts will be reduced.

5. CIL REVENUE AND EXPENDITURE:

Revenue: Still awaiting confirmation from TDC on the details of the CIL payment due on Pixie Wood Farm. **Action:** Clerk to monitor

Recorded Expenditure: The annual CIL return records expenditure on clearing footpaths and cutting back overgrown hedges on the Copthorne Road, Crawley Down Roads and A22 London Road and replacing bollards on the Crawley Down Road.

Suggested Future Expenditure

- (i) **All Weather Path** from the Copthorne Road through the woods to the rear of the Village Hall with new lamp post. Estimated cost for the powered post from Skanska is £4-£5K.
- (ii) **New Playground Equipment** – including accessible swings and swing boats.
- (iii) **Extension to Village Hall Car Park** – Linda Hainge suggested that some CIL funds could be put towards the cost of extending the Village Hall Car Park to the left of the existing entrance using a grid type surface which would allow drainage. It was recognised that the Car Park would have to be made available to all, rather than restricted to hirers, if this proposal were to be considered.

6. FINANCE

(i) Receipts and Payments for November 2018

Date	To / From	Description	Amount	Current Account	Deposit Account
31-Oct		Brought Forward		£14,451.39	£25,017.98
		Receipts			
01-Nov	Residents	Donation - Parish Booklets	£2.50	£2.50	
09-Nov	Bank	Interest	£0.92		£0.92
		Sub-Total	£3.42	£2.50	£0.92
		Payments			
01-Nov	Cleaner	Bus Shelter Cleaning	£38.00	-£38.00	
01-Nov	Clerk	Payroll	£484.40	-£484.40	
01-Nov	Clerk	Office Allowance	£50.00	-£50.00	
01-Nov	Clerk	Office Expenses (prev. month)	£27.00	-£27.00	
01-Nov	Nick Dance	Commemorative Bench Installation	£1,344.00	-£1,344.00	
01-Nov	David Ogilvie Engineering	Commemorative Bench	£971.40	-£971.40	
		Sub-Total	£2,914.80	-£2,914.80	£0.00
		Transfers			
		<nil>			
30-Nov		Carried Forward		£11,539.09	£25,018.90
		Unbanked Transactions		£0.00	£0.00
		Bank Balances pending unbanked transactions		£11,539.09	£25,018.90
30-Nov	Available Funds (Current Account plus Deposit Account)			£36,557.99	
30-Nov	Allocated Reserves (Traffic calming £2k, bus shelter £6k, playground resurfacing £15k, skate ramp replacement £2k, grass cutting £1k)			-	£26,000.00
30-Nov	General Reserve (Available Funds minus Allocated Reserves)			£10,557.99	
The Bank Balances shown above were verified against the latest online bank statements. The online bank statements will be retained in the Accounts.					

(ii) **Section 137 Payments:** None were received for this period.

(iii) **Online Banking:** RFO is still waiting for Lloyds Bank to resolve an acknowledged IT issue that is preventing some councillors using Lloyds online banking. **Action:** RFO to report back

(iii) **Clerk's Pension:** The Local Government Pension Scheme Advisor at SCC has been asked to provide information on the scheme in advance of the Clerk formally seeking approval to join the scheme. **Action:** Clerk to report back.

7. **COUNCILLORS' FEEDBACK**

- (i) **Gate by Birch Grove:** Detailed measurements are now being taken so the replacement gate can be ordered. **Action:** Jeremy Clarke to progress.
- (ii) **World War One Commemoration:** The Clerk passed on thanks to all those who helped make the dedication of the new memorial bench such a success. This included Rev Mark Francis from St. John's Felbridge; RBL Standard Bearers Lis and Ron Woolley; Felbridge Guides and members of the student council at Felbridge School. Linda Hainge was thanked for both suggesting and organising the event. Photographer Lawrence Homewood had presented two photographs to the Parish Council. **Resolved:** Councillors agreed to have the photographs framed with one to hang in the Village Hall and the other to be given to Felbridge School. **Action:** Clerk to organise
- (iii) **Bench in Village Hall Grounds:** A quote for to dig out foundations for the bench and to supply and lay concrete for new base to relocate existing seat was £350.00 + VAT. **Resolved:** Councillors agreed to proceed with these works. **Action:** Clerk to liaise with contractor.
- (iv) **Phone Box on Copthorne Road:** BT will not remove this phone box unless it can be proved to be a danger to residents. **Action:** Clerk to monitor
- (v) **Annual Parish Council Calendar:** Ian McBryde suggested creating an annual calendar into which key dates including deadlines for development communications could be recorded. **Action:** Ian McBryde to investigate and report back.
- (vi) **Crawley Down Road Resurfacing:** Lesley Steeds has advised that Surrey Highways have cancelled all their planned resurfacing works including the scheduled resurfacing of Crawley Down Road.
- (vii) **Damaged Sign by Felbridge School:** Linda Hainge reported that the 'school' warning sign on the Crawley Down Road near the school was broken. **Action:** Clerk to report to Surrey Highways.
- (viii) **Fallen Tree Blocking Footpath:** Bridget Huntington reported that a fallen tree was blocking the footpath between Furnace Wood and the garage. Branches were resting on the edge of the carriageway/ **Action:** Clerk to report to Surrey Highways
- (ix) **Damaged Dog Waste Bin, Hedgecourt Lake:** Joan Harwood reported that the dog waste bin by the Hedgecourt had been vandalised. **Action:** Clerk to report to Tandridge District Council.
- (x) **Leaf Blowers:** Linda Hainge reported that residents were blowing leaves from their driveways and gardens on to the footpaths and roads causing an obstruction. **Action:** Clerk to ask Ken Harwood to mention this in his Newsletter.
- (xi) **Village Hall Car Park Flooding:** Linda Hainge reported that flooding in the car park had been particularly bad over the previous few weeks. **Action:** Clerk to ask if the contractors could make an additional visit to clear leaves from the drainage ditch on Crawley Down Road.
- (xii) **Limes Pond Clearance:** Ian McBryde asked if the Limes Pond was scheduled for clearance. The Clerk responded that this was usually on the spring schedule for TDC's contractor. **Action:** Ian McBryde to monitor.
- (xiii) **A22 Grass Cutting:** Ian McBryde reported that there was still a section of footpath between the Thai Restaurant and a bus stop which had not been cleared. Other verges along the A22 had been missed by SCC's contractor. **Action:** Clerk to ask contractor to visit.

8. **SURREY HIGHWAYS:**

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke is awaiting a date for his requested meeting with MP Sam Gymiah.

- (ii) **Parking on Rowplatt Lane:** Letters have been distributed to residents in Rowplatt Lane, Rowplatt Close, Twitten Lane and Tithe Orchard asking for residents' support in tackling parking problems. The response has been positive and the situation has improved.

9. **PLANNING**

(i) **Applications in Felbridge**

Applications Considered at the Planning Meeting on 15th November attended by Joan Harwood, Linda Hainge, Alan Woodroffe, Ian McBryde and Jeremy Clarke

TA/2018/1871 Whitegates, Effingham Road, Copthorne, RH10 3HY Demolition of existing single storey front element and the erection of a replacement structure with rear extension to the main sand school building and formation of new access

Resolved: No Objection

TA/2018/2091 Rushmore, Domewood, Copthorne, RH10 3HD Tree works

Resolved: No Objection

TA/2018/2050/TPO Eden Gardens, Copthorne Road, Felbridge, RH19 2NS Tree works

Resolved: Felbridge Parish Council are concerned about the loss of trees following development.

TA/2018/35 Moorcroft, Woodcock Hill, Felbridge, RH19 2RD Stationing of a caravan within the curtilage of a dwelling house.

Resolved: Felbridge Parish Council are concerned that this application is effectively creating a new dwelling in the Green Belt.

TA/2018/2092 Redcroft, Herons Lea, Copthorne, RH10 3HE Demolition of existing garage / Utility Room and erection of single storey side extension.

Resolved: No Action

TA/2018/2136 & TA/2018/2148 Long Acres Caravan Park, Newchapel Road, Lingfield, RH7 6LE Conversion of existing building to provide reception area, shop and accessible toilet and showers.

Resolved: Felbridge Parish Council are normally concerned about additional building in the Green Belt but believe that the proposed structure minimises the built form. We would insist that the old shower block, coal bunker and greenhouse are demolished if this application is approved.

(ii) **Applications considered at the Parish Council Meeting**

TA/2018/2255 Chestnuts, Herons Close, RH10 3HF Proposed garage and store

Resolved: No Objection

TA/2018/2115 Merriwood Barn, rear of Southern Water Compound, Copthorne Road, Felbridge, RH19 2QG Use of building for B8 storage and erection of extension to existing commercial building

Resolved: No Objection

TA/2018/2070 Long Ridge, Herons Close, Felbridge, RH10 3HF Demolition of existing dilapidated dwelling and replace with erection of new five bedroomed detached dwelling

Resolved: No Objection

TA/2018/1952 Fairacres, 23 The Plantation, West Park Road, Newchapel, RH7 6HT Certificate of lawfulness of existing use for the occupation of 6 mobile homes in breach of condition 2 of planning permission number TA/2001/P1123

Resolved: Felbridge Parish Council would prefer that sites were retained for 'showmen' as we understand there is a shortage of suitable sites.

Jeremy Clarke left the meeting.

TA/2018/2153 48 Crawley Down Road, Felbridge, RH19 2PS Outline planning application for the construction of seven dwellings, each with a detached garage, with vehicular access provided via the existing access onto Crawley Down Road.

Resolved: Felbridge Parish Council (FPC) strongly objects to the application for the demolition of the existing house and construction of seven new dwellings on this site. The site sits within the Green Belt to the west of Felbridge village. The Green Belt is protected by the National Planning Policy Framework (NPPF), as well as Policies DP10 and DP13 of the Tandridge District Local Plan

Part 2: Detailed Policies 2014. The purpose of the Green Belt according to the NPPF (2018 para.134) is, inter alia, “to prevent neighbouring towns merging into one another”; and “to assist in safeguarding the countryside from encroachment”. FPC considers that the application is ‘inappropriate development in the Green Belt’. The National Planning Policy Framework (para.143) and the Local Plan Policies are specific in protection of the Green Belt unless ‘very special circumstances’ exist for a case to be made for development. FPC sees no evidence of ‘very special circumstances’ in the Planning Statement or other documents submitted by the applicant. The site does not form part of the Defined Village of Felbridge, the boundary of which is approximately 42 metres at its closest point to the east and is clearly separated from the village by open land. Therefore, the applicant’s contention that this is an infilling of a developed frontage does not hold water. FPC considers that the proposed development will have a substantial effect on the ‘openness’ of the Green Belt. There is no definition of ‘openness’ in the NPPF as such but in the context of the Green Belt, it is generally held to refer to freedom from development, or the absence of development. The existing building on the site is positioned away from Crawley Down Road and the public footpath no.368 that passes the western boundary of the site. The replacement of one dwelling house and garage with seven large detached houses and separate garages is a substantial intensification of the use of the subject site and would erode the openness and cause harm to the Green Belt. FPC contests that the site, although close to the western boundary of the Defined Village is not in a sustainable location with the increased number of dwelling units that would be created. The development would be reliant on the private car leading to an increased trip generation with a knock-on effect on the road network in Felbridge. Following the appeal at the Gibbshaven Farm site, which is west from the subject site (APP/D3830/W/16/3156544) the Inspector concluded: “Although the impact of the development alone would be unlikely to have a significant or severe effect on the operation or functionality of the local highway network, the residual cumulative effect on highway infrastructure of this proposal in conjunction with other nearby commitments would be severe. Resolution of these issues would not be achieved within the terms of the proposal. They would demonstrably outweigh the limited benefits of the proposal and so the appeal is dismissed”. FPC also draws attention to the refusal of the addition of one house on an existing plot at Wendover, 78 Copthorne Road Felbridge (TA 2018/1442) on the grounds that: “The creation of new residential development in this locality would impact highway safety and specifically add to the residual cumulative impact on the pressures at the Felbridge junction (A22/A264).” The applicant has failed to provide any evidence to demonstrate that the incremental vehicular movement will have no cumulative impact on the A22/A264 Felbridge junction, to meet the requirements of NPPF Para. 109. The Applicant’s Planning Statement refers to other sites in Crawley Down Road that have been the subject of development. The applicant should be aware that the developments straddle both Tandridge and Mid Sussex. The dwellings themselves are built within the Mid Sussex area and therefore do not compromise the Tandridge Green Belt. The applicant also refers to 36-38 Copthorne Road where one house was demolished and eight new dwellings constructed. However, this site is within the Defined village area so a comparison cannot be drawn between this location and the subject site. In summary FPC contests the applicant’s claim that ‘the proposed scheme constitutes appropriate development in the Green Belt; will not affect the openness of the Green Belt; and meets the provision of the Local Development Plan Policies’. FPC firmly believe that there are no ‘very special circumstances’ to support the application and therefore request that the application is refused.

Jeremy Clarke re-joined the meeting

Ken Harwood joined the meeting

(ii) **Applications Received by Neighbouring Authorities**

None which directly impact Felbridge.

10. **CLERK’S REPORT**

(i) **Damaged Footpath Outside 4a Rowplatt Lane:** Highways Officer reported that dropped kerbs are to be constructed and the footpath will be resurfaced at the same time. **Action:** Clerk to monitor.

11. **DISTRICT COUNCILLOR REPORT**

Ken Harwood reported further instances of fly tipping in the Stubpond Lane area in addition to the recent incidents nearer to Hedgecourt Lake. He was working with TDC to monitor these problems and to try to identify those responsible.

12. **CONSULTATIONS**

(i) **Tandridge District Council Local Plan - Garden Village Consultation**: No further updates.

(ii) **Master Plan for Gatwick Airport**: Consultation continues. Deadline for comments is 10th January.

(iii) **Surrey County Council Consultation on Services**: Residents are being consulted on plans to reduce services including SEN Education, Community Recycling Centres, Children's Centres, Libraries and Cultural Services and Concessionary Bus Travel. Councillors reported that the online comments option was restrictive with 'tick boxes' controlling content. The deadline for comments is 4th January.

13. **COUNCILLOR LINDA HAINGE RETIREMENT**: Chairman Jeremy Clarke presented Linda Hainge with a framed certificate to mark her twenty years' service to Felbridge Parish Council. He thanked her for her service and wished her well for the future.

14. **BUSINESS FOR NEXT MEETING**

Third Quarter Finance

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

The next Parish Council Meeting will be held on Thursday 7th February at 7.30pm. Planning Meetings are scheduled for Thursday 20th December, Thursday 3rd and 17th January 2019.

The meeting closed at approximately 21.45.

Patricia Slatter
Clerk to Felbridge Parish Council

