

# **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 7<sup>th</sup> March 2019 at 7.30pm in Felbridge Village Hall.**

### Present:

Mr. Jeremy Clarke (Chairman)

Mrs. Joan Harwood

Ms. Jo King

Ms. Lesley Steeds (County Councillor) attended part of the meeting

Mrs. Patricia Slatter (in attendance)

Ms. Georgina Chapman

Mr. Ian McBryde

Mr. Alan Woodroffe

Fifteen residents attended the start of the meeting to raise their concerns regarding planning application TA/2019/155. One resident read from a prepared statement on behalf of all those attending. "As a group of residents of Felbridge village owning surrounding properties to the site we wish to object to the outlined planning permission proposed for a single pitch site for settled gypsy accommodation (application 2019/155) on the following grounds: The plot is set back from Copthorne Road and the site is to the rear of 4 gardens and to the side of a detached dwelling down a private lane and is separate from the built-up frontage of Copthorne Road and is therefore not an appropriate development. This was previously pointed out on application 2016/925 for a detached house where the application was refused and the refusal decision upheld at appeal in June 2017. The site is within Green Belt and contains a number of plants and trees open to character thereby giving a spacious feel and one where openness prevails and therefore this development would be harmful to the Green Belt and existing wildlife. It is considered under Policy DP10 and DP12 of the Tandridge Local Plan not to be an existing developed frontage. Long gardens separate the site and is accessed via a private lane. This development would not constitute infilling within an existing substantially developed frontage nor form any other acceptable development within Policy DP12. Without electricity the proposed dwelling would increase noise pollution, using generators which would impact on surrounding neighbours. There is a legal right of way over the proposed site which seems to have been overlooked. Land registry map SY107421 shows the extent of the neighbours right of way across the land. There is no access to services (water, electricity, sewage) and permission would need to be sought as all connections are on private land which the owner of the land has objected to previously. There are no guarantees that only a single dwelling would exist on the site. It is considered back-land development which goes against the 2014-2029 Tandridge Local Plan. The site is an infill bordering on green belt and should be allowed to remain Inaccuracies in the application On the application form section 6, the applicant has answered 'no' to the question 'is the site currently vacant'. This implies that there is an existing property on the site or that the site is in use. The land has been undeveloped since around the 1900. In section 13, the applicant has answered 'yes' to the question 'can the site be seen from a public road, public footpath, bridleway or other public land' which is incorrect as its only visible from the private lane. The site is wholly landlocked by private land and the description in the application suggests that the private lane to access the plot is no different to a public highway when factually this is incorrect. The TDP – gypsy and travel accommodation assessment January 2017 identifies that the allocation, suitability of sites and permission will be subject to the availability of infrastructure and services, the site will meet an unexpected and proven need; any allocation will only be acceptable where it can be demonstrated that very special circumstances exist; the development will not significantly harm visual amenities and character of the area. We believe that the proposal put forward by the applicant does not meet any of the above criteria. In conclusion the outlined permission sought to build on the site was refused in June 2017 and remains an inappropriate development.

The Chairman thanked the residents for attending the meeting to address councillors and the residents left.

The Chairman welcomed Jo King who was attending her first Parish Council meeting as councillor.

1. **APOLOGIES FOR ABSENCE** were received from Bridget Huntington and District Councillor Ken Harwood
2. **DISCLOSURE OF PECUNIARY AND OTHER INTERESTS** Nothing to add to those already declared.
3. **APPROVE MINUTES OF PREVIOUS MEETING**  
The Minutes of the Parish Council Meeting held on Thursday 7<sup>th</sup> February 2019 were approved and signed.
4. **ONGOING ITEMS**  
**Community Consultation:**
  - (i) **Leisure and Health Actions:** Nothing new to report
  - (ii) **Transport and Environment Actions:** Nothing new to report
  - (iii) **Grass Cutting:**
    - a) A local resident has said that they wish to make a formal complaint to the Ombudsman regarding the management of the grass cutting contract in Felbridge by Surrey Highways. **Action:** Clerk to make documents relating to Felbridge Parish Council's complaints available.
    - b) No information regarding grass cutting for 2019-2020 has yet been received from Surrey County Council. **Action:** Lesley Steeds to follow up.
5. **CIL REVENUE AND EXPENDITURE:**  
**Revenue:** There has still been no update from Tandridge District Council planning department on the CIL payment due on application TA/2015/1927, Pixiewood Farm. **Resolved:** It is Felbridge Parish Council's contention that payment in full is required for this development along with penalty fees associated with non-compliance of CIL terms. **Action:** Clerk to write to TDC Planning advising that if FPC do not receive a response within seven days the issue will be escalated and correspondence sent to the Leader and Chief Executive.

#### **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 a powered post from Skanska is £4-£5K.
- (ii) **New Playground Equipment** – including accessible swings and swing boats.
- (iii) **Extension to 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 February 2019

Date	To / From	Description	Amount	Current Account	Deposit Account
31-Jan		Brought Forward		£9,887.10	£25,020.99
		<b>Receipts</b>			
11-Feb	Bank	Interest	£1.13		£1.13
		Sub-Total	£1.13	£0.00	£1.13
		<b>Payments</b>			
07-Feb	Cleaner	Bus Shelter Cleaning	£38.00	-£38.00	
07-Feb	Parish Clerk	Payroll	£484.40	-£484.40	
07-Feb	Parish Clerk	Office Allowance	£50.00	-£50.00	
07-Feb	HMRC	PAYE - Jan	£133.60	-£133.60	
07-Feb	HMRC	PAYE - Feb	£133.60	-£133.60	
07-Feb	Clerk	Office Expenses (prev. month)	£13.92	-£13.92	
07-Feb	Holtye Windows	Bus Shelter – replacement glass	£425.00	-£425.00	
07-Feb	ICO	Data Protection Registration	£40.00	-£40.00	
		Sub-Total	£1,318.52	-£1,318.52	£0.00
		<b>Transfers</b>			
		<nil>			
28-Feb		Carried Forward		£8,568.58	£25,022.12
		Unbanked Transactions		£305.20	
		Bank Balances pending unbanked transactions		£8,873.78	£25,022.12
28-Feb	Available Funds (Current Account plus Deposit Account)			£33,590.70	
28-Feb	Allocated Reserves (Traffic calming, bus shelter, playground resurfacing)			-	£26,000.00
28-Feb	General Reserve (Available Funds minus Allocated Reserves)			£7,590.70	
The Bank Balances shown above were verified against the latest online bank statements. The online bank statements were signed by the Chairman as proof of the check and will be retained in the Accounts.					

(ii) **Section 137 Payments:** A request was made by St. Catherine's Hospice for a donation towards their work which includes the Felbridge area. **Resolved:** A donation of £500 was approved by all councillors. **Action:** Clerk to raise cheque for signature at March Planning meeting.

(iii) **Internal Auditor:** RFO will meet with the Internal Auditor for 16<sup>th</sup> April.

(iv) **Internal Audit Effectiveness:** The Internal Audit Effectiveness was reviewed and approved.

(v) **Clerk's Pension:** For discussion and approval at the Planning Meeting on 21<sup>st</sup> March.

(vi) **Bus Shelter Cleaning:** A increase in costs to £40 per month was requested.

**Approved:** All councillors agreed to the increase.

(vii) **CIL Expenditure:** **Approved:** It was confirmed that the cost and installation and the memorial bench and the works to the Village Hall bench would be allocated against CIL funds.

7. **COUNCILLORS' FEEDBACK**

(i) **Gate by Birch Grove:** Awaiting quote from contractor. **Action:** Clerk to report back

(ii) **Limes Pond Clearance:** Has now been completed.

- (iii) **Great British Spring Clean:** Georgina Chapman is taking the lead on this for Felbridge. It is expected that a date in early April will be agreed and the area will be around Hedgecourt Lake.
- (iv) **VAS on A22:** Broken VAS has been reported to Surrey Highways
- (v) **Children's Centre Closure:** Lesley Steeds shared her concerns regarding Surrey County Council's decision to close the Children's Centre which covers the Lingfield district.

8. **SURREY HIGHWAYS:**

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke is still awaiting a date for his requested meeting with MP Sam Gymiah.
- (ii) **Crawley Down Road Resurfacing:** Surrey Highways have postponed their commitment to resurface Crawley Down Road until the financial year 2019/20. **Action:** Clerk to monitor.
- (iii) **Double Yellow Lines on Crawley Down Road:** Surrey Highways have confirmed that their contractor failed to carry out these works to an acceptable standard. All recently painted double yellow lines across Tandridge are to be repainted. No date has yet been provided. **Action:** Clerk to monitor

County Councillor Lesley Steeds left the meeting

9. **PLANNING**

(i) **Applications in Felbridge**

Applications Considered at the Planning Meeting on 21<sup>st</sup> February 2019 attended by Jeremy Clarke, Joan Harwood and Alan Woodroffe.

**TA/2019/194 Oakhurst, Effingham Road, Copthorne RH10 3HY** Conversion and enlargement of roofspace to include a rear dormer and 2 x front rooflights

**Resolved:** No Objection.

**TA/2019/212 Foxlands Farm, West Park Road, Newchapel RH7 6HT** Proposed new carport with store

**Resolved:** No Objection

**TA/2018/1802 Edenbrook, Wire Mill Lane, Newchapel RH7 6HJ** Construction of a pool house (Application for a Certificate of Lawful Development for a Proposed Development)

**Resolved:** No Objection

**TA/2019/190 Snow Hill Plant and Garden Centre, Snowhill Lane, Copthorne RH10 3EY** Update of landscape plans in line with new car park layout

**Resolved:** No Objection

Applications considered at the Parish Council meeting:

**TA/2019/155 Land to the rear of 64-70 Copthorne Road, Felbridge, RH19 2QQ**

**Resolved:** Felbridge Parish Council very strongly object to this application for the following reasons. It is inappropriate development in the Green Belt and not substantially different as a development to the previously dismissed appeal on the same site. There is not appropriate documentation provided, in the form of a site plan, to adequately determine the application at District level. We do not believe that this site complies with Tandridge District Council's policy on Gypsy sites. There are no services and it is therefore inappropriate on that basis. We are informed by residents (and can access the information ourselves through Land Registry) that there is a private Right of Way on the site. This is not obviously shown on the application. The site is wholly landlocked with no right of access. The application form contains a number of errors. The site is vacant; it cannot be seen from the Highway and it is landlocked by private property. In line with Tandridge District Council's refusal of application TA/2018/1442, this application should also be refused on transport grounds due to the impact on the A22/A264 junction. Whilst these might not be material planning matters, Felbridge Parish Council request that Tandridge District Council obtain details pertaining to the legal means of access and servicing the property from the applicant. We believe that an access shown around sixty years ago on land registry plans across the site should not be allowed to be impacted by the proposal and modification of the application plans would be necessary.

**TA/2019/254 Tytherley, Snow Hill, Crawley Down, West Sussex, RH103EY**

**Resolved:** No Objection

**TA/2019/258 Russeldene, Snow Hill, Crawley Down, West Sussex, RH10 3EZ**

**Resolved:** No Objection

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

None which directly impact Felbridge.

(iii) **Appeals:**

- a) **DM/18/2033, 11a Crawley Down Road.** The Ministry of Housing, Communities and Local Government decided not to call this application in for determination as FPC had requested.
- b) **17 Copthorne Road & 15/39 Crawley Down Road.** The appeal date for both development applications has been set for 16<sup>th</sup> May. **Resolved:** FPC would like to view ANPR data for five-minute interval average journey times eastbound on the A264 from Snowhill/Domewood entrance to the Felbridge junction for a 28-day period. **Action:** Clerk to ask Surrey Highways for the data

10. **CLERK'S REPORT**

- (i) **Metrobus:** Representative scheduled to attend the Planning Meeting on 21<sup>st</sup> March.
- (ii) **Councillor Training:** Councillors expressed an interest in attending a training course at The Crowne Plaza in Felbridge on 2<sup>nd</sup> July. **Action:** Clerk to confirm booking in May.
- (iii) **Roundabout Sponsorship:** Clerk now has the paperwork needed to register FPC for roundabout sponsorship. **Action:** Clerk to progress.
- (iv) **Fly Tipping:** A boat was dumped and set on fire on Hedgecourt Lake on Sunday 17<sup>th</sup> February. Ken Harwood reported this to TDC and their team responded quickly to remove the debris and reduce the environmental impact. The Clerk sent a letter of thanks to Richard Coles at TDC, copied to the Chief Executive who in turn thanked the parish council to recognising Richard's efficiency.
- (v) **Line Painting:** A resident complained about late evening line painting along Crawley Down Road and was referred to Surrey Highways.
- (vi) **Litter – Furnace Wood Layby Area:** A resident reported an excess of litter in and around the layby area and nearby road.

11. **VILLAGE MAINTENANCE: Agreed:** The following items to be added:

- (i) A22 Footpath near Tammy's Thai Restaurant needs to be cleared in line with other footpaths.
- (ii) Footpaths to be cleared in Spring
- (iii) Redundant noticeboard at the Haskins roundabout needs to be removed
- (iv) Copthorne Road bus shelter frame to be cleaned. **Action:** Clerk to discuss with window cleaner

12. **CONSULTATIONS:** Nothing new to report.

13. **BUSINESS FOR NEXT MEETING:** No additional business

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

The Annual Parish Meeting will take place on Thursday 4<sup>th</sup> April at 7.00pm, followed by the Parish Council Meeting at around 8.00pm. A Planning Meeting is scheduled for Thursday 21st March,

The meeting closed at approximately 2220.

Patricia Slatter

Clerk to Felbridge Parish Council

