

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 7th July 2011 **at 7.30pm in the Village Hall**

Present: Mr Jeremy Clarke (Chairman)
Mr Brian Apps
Mrs Linda Hainge
Mrs Joan Harwood
Mrs Bridget Huntington
Mr Ian McBryde
Mr Peter Wickenden
Mr Ken Harwood (District Councillor) - attended part of meeting.
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – were received from Mr Michael Sydney (County Councillor).

2. **DECLARATIONS OF INTEREST**

Mr Peter Wickenden declared a personal and prejudicial interest in planning application TA/2011/877, the nature of the interest being that he is a neighbour to this property. In accordance with the Members' Local Code of Conduct, he was not present at the meeting for the discussion and voting thereon. There were no other additions to those previously registered.

3. **MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Annual Meeting and the Parish Council Meeting held on 2nd June were approved and signed.

The Chairman welcomed 4 residents who live in the new Dundori development in Twitten Lane. They are totally opposed to planning application TA/2011/684 and believe that 5 houses on this site is excessive. They also spoke about their concerns over parking, the access road, drainage and general disruption during construction. The Chairman explained the details of FPC's objection and urged all residents to send their objections to TDC and access the TDC website regularly to monitor the progress of the planning application.

The Chairman then welcomed Marie Silvester, Youth Development Worker, Surrey Youth Focus, who gave a synopsis of her work helping young people (aged 11-19), by supporting existing youth facilities or setting up new youth facilities from scratch. Marie suggested starting with a needs analysis and forming a group made up of two councillors and two young people.

4. **MATTERS ARISING**

- (i) **Path from Puffin Crossing and Village Sign:** Work to erect railings alongside the pavement and lay the path across the green was carried out on 7th and 9th June. FPC agreed to progress installation of the village sign and Jeremy Clarke agreed to obtain three quotes.
- (ii) **Surrey Council for Voluntary Youth Service:** To be discussed at next meeting.
- (iii) **Woodcock Hill:** Anita Guy, SCC, has obtained a quote from Westcotec, SCC's VAS supplier, to supply and install one new sign and install the sign already

owned by SCC for £2,100 plus VAT. She is awaiting a quote from Skanska for the cost of electrical work. She estimates that the total cost should be in the region of £3,500 - £4,000. FPC have agreed to contribute up to £2,000. Frank Lilley has confirmed that residents will contribute £1,000 toward the cost. He also confirmed that they no longer have consent from the owners of the land on which a mirror would be placed. **Resolved:** The TDC Local Committee will consider an application for funding from the Woodcock Hill residents.

- (iv) **Fence along Woodcock Hill:** SCC are progressing.
- (v) **Queen Elizabeth II Fields:** Grants are now available from the SITA Trust Queen Elizabeth II Fields for projects which would benefit the wider community. **Resolved:** Clerk to write to FSRA to ask them to starting thinking about projects they believe would be appropriate for the playing fields.
- (vi) **Gritting:** FPC wish to retain a grit bin on Woodcock Hill. Michael Sydney will ensure that there will be a grit bin in this location.
- (vii) **Sycamore Trees:** The crowns have been removed from the three trees. The tree surgeon confirmed that there was no evidence of drains in this area.
- (viii) **Footpath alongside Cophorne Road:** Clerk had site meeting with Community Payback Co-ordinator on 10th March. Michael Sydney will discuss with John Lawlor the Clerk's email which summarised the current situation and asked if SCC could carry out a risk assessment with the Community Payback Co-ordinator.
- (ix) **Verge in Crawley Down Road:** The damaged verge was repaired with soil from the village green when work on the path was carried out and the area was reseeded in early June.
- (x) **Hub Project:** Clerk and Joan Harwood attended a meeting with Derek Poole on 23rd June to agree his map showing all verges in Felbridge. The areas with spring bulbs were marked on this map. The Clerk will attend the next Hub Meeting on 14th July at Smallfield.
- (xi) **Wifi at Village Hall:** The Village Hall Committee are interested but need to wait until the new lease is signed.
- (xii) **Graffiti on skateboard ramp:** The skateboard ramp was inspected by Steve Hyder and the Clerk on 23rd June and it was agreed that all repairs had been carried out.
- (xiii) **Housing Needs Survey:** It was agreed to discuss this item at the planning meeting to be held on 4th August. **Resolved:** Clerk to invite Anne Bott and the SCAPTC Housing Adviser to this meeting, and to book an alternative hall as the village hall is closed for re-wiring.
- (xiv) **New Seats in Felbridge:** Various locations were discussed. **Resolved:** Clerk to send a letter to FSRA to ask for their views on two seats on Felbridge Playing Fields and for their suggestions on appropriate locations.
- (xv) **Tree on Village Green:** Following a meeting with Steve Hyder on 23rd June, TDC's tree surgeons will remove dead branches from the two trees planted very close together, remove two dead horse chestnut trees outside the entrance to the school carpark, trim the tree overhanging the bench, and remove the large tree stump in middle of the green and re-seed the area. This work will be carried out during the school holidays.
- (xvi) **Street Light at entrance to Furnace Wood:** The street light by the pillar box has not been changed as part of the new street lighting programme. Surrey Lighting Services confirmed on 20.05.11 that this light is on their list of queries to be discussed with SCC.
- (xvii) **Gullege Bridleway:** WSCC Local Access Ranger will inspect the bridle path starting alongside the recreation ground – northern end of path 40A.
- (xviii) **Community Infrastructure Levy (CIL) Consultation:** A letter has been received from TDC regarding their plans to produce a CIL which will enable them to raise funds from developers undertaking new building projects in the

District. FPC's suggestions of key infrastructure needs within Felbridge were emailed to TDC on 20th June.

- (xix) **Trees overhanging footpath alongside A22 outside Ebor Lodge and Glendale:** It was confirmed that the trees are within the grounds of Ebor Lodge. **Resolved:** Clerk to write to residents of Ebor Lodge.
- (xx) **Standing Orders:** Clerk circulated a new page 17 to all councillors.
- (xxi) **Felbridge Sports Association:** A letter has been received from FSRA confirming that TDC have succeeded in persuading MSDC to drop the outstanding charges relating to the rating assessment.

5. **SURREY HIGHWAY REPAIRS:**

- (i) **Large Oak Tree opposite Nos 18/19 Rowplatt Lane** – Email received from SCC on 7.6.11 to say that the tree is not dead, dying or diseased and therefore no action is required at this time.
- (ii) **New Drive in Rowplatt Lane** – The site was inspected by the TDC Tree Officer and Surrey Highways who confirmed that they have no issues with the new drive
- (iii) **Storm Water Drain outside No 106 Cophorne Road** – Reported to SCC on 24.6.11 – Ref 88705415787.
- (iv) **Hedge alongside School very overgrown:** Reported to SCC on 24.6.11

6. **COUNCILLORS' REPORTS**

- (i) **A264 Cophorne Road:** New holes are beginning to appear.
- (ii) **The Good Councillor's Guide:** Councillors were urged to read this with a view to discussing any comments at the next meeting.
- (iii) **BMX Track at EG Sports Club:** Ken Harwood agreed to enquire if any progress had been made.
- (iv) **Litter Bins:** The litter bin by the puffin crossing/telephone box and the one on the village green by the noticeboard need replacing with larger bins. An additional bin is also needed by Hedgecourt Lake, as the existing bin is always full and residents collect rubbish daily from this area. **Resolved:** Clerk to contact Steve Hyder.
- (v) **Felbridge History Board:** A waterproof history board was suggested for the village green.
- (vi) **Crawley Down Road:** The VAS sign in Crawley Down Road reads low. **Resolved:** Clerk to contact SCC to ask for this sign to be adjusted.
- (vii) **Meeting Point for Older Residents:** To be discussed at a future meeting.
- (viii) **The Limes Pond:** This is now very overgrown. **Resolved:** Clerk to contact Steve Hyder.
- (ix) **Bulbs:** It was agreed that there are more areas in Felbridge that would benefit from spring bulbs. **Resolved:** Clerk to complete forms to request £250 from the TDC Local Committee.

Ken Harwood left the meeting.

7. **PLANNING APPLICATIONS**

Planning Meeting held on 16th June 2011 attended by Joan Harwood, Bridget Huntington and Jeremy Clarke.

Applications Acknowledged 23rd – 27th May 2011

TA/2011/667: Land at Dewley Mead, Twitten Lane, Felbridge. Display of non-illuminated advertisement signboard. **Resolved:** No action.

Applications Acknowledged 31st May – 3rd June 2011

TA/2011/690: Twin Oaks, Herons Lea, Copthorne. Erection of 3 side dormer windows & 2 gable end windows in connection with loft conversion. **Resolved:** No action.

TA/2011/638: Lewiston, 107 Copthorne Road, Felbridge. Erection of detached 3-bay garage at front of property. **Resolved:** FPC support the selection of building style and materials but object to this application as it is too close to the front boundary and the main road and thus adversely affects the street scene.

Applications Acknowledged 6th – 10th June 2011

TA/2011/684: Birchwood, Twitten Lane and R/O Gentian Cottage, Rowplatt Lane, Felbridge. Demolition of Birchwood and erection of 3x3 bed, 1x4 bed and 1x5 bed dwellings with associated garaging and vehicular access. **Resolved:** FPC object to this proposal. The proposed hard standing is upon the root protection areas of the ancient Evelyn Chestnuts. Any impact upon these historic trees represents unacceptable impact. The height and mass of plots 2-4 is out of character with the local area. The height of this building and its very close proximity to the adjacent ones generates a massing effect detrimental to the neighbouring properties to the north. This proposal increases the use of the 'road', there will be 13 dwellings (many family sized) using a single track which is extremely narrow. The access road exits onto a busy narrow road with on street parking increasing the risk of accidents. The close spacing of the proposed dwellings is out of character with the local area. Whilst the proposed density is close to that of the recent and immediately adjoining developments, it is still greater than them and significantly greater than the surrounding dwellings and is therefore not appropriate as it significantly increases the density within this rural village. FPC also object to the high level north facing windows which will generate an overlooking onto the properties to the north as they are on the third floor overlooking 2 storey houses. We are also concerned about the low level of parking as a result of it being impossible to have street parking on such a narrow lane. The inbuilt garages on the ground floor of plots 2-4 are very highly likely to become living space within a few years of occupation (as has already happened at Eden Place), we would seek a planning condition that these garages are to be retained at all times and cannot be converted to dwelling space and reducing the available parking below the required minimum.

TA/2011/674/TPO: Lovell Oaks, 120 Copthorne Road, Felbridge. TPO 14, 2007 (T) – Reduce 1 Oak tree back to previous pruning points. **Resolved:** FPC have no objection but would support the opinion of the tree officer.

Applications Acknowledged 13th – 17th June 2011

TA/2011/732: Wards Farm Cottage, London Road, Felbridge. Erection of two storey side/rear extension. **Resolved:** No action.

Parish Council Meeting held on 7th July 2011**Applications Acknowledged 20th – 24th June 2011**

TA/2011/735: The Cottage, 72 Copthorne Road, Felbridge. Erection of conservatory to rear. **Resolved:** No action

TA/2011/782: Churchill House, West Park Road, Newchapel. Erection of single storey extension to south elevation. **Resolved:** No action.

Applications Acknowledged 27th June – 1st July 2011

TA/2011/827: Bonaventure, Herons Lea, Copthorne. Erection of front extension and pitched roof to rear elevation. Conversion of resulting roof space to habitable accommodation. **Resolved:** No action.

TA/2011/832: Rest Harrow, Mill Lane, Felbridge. Demolition of existing garage and erection of detached garage. **Resolved:** FPC do not object in principle to the construction of the detached garage but would consider it more appropriate if it was rotated so that its end gable faced Mallards instead of its rear wall, due to the proposed proximity to the neighbouring boundary.

Peter Wickenden left the meeting.

TA/2011/877: 28 Crawley Down Road, Felbridge. Erection of first floor rear extension.

Resolved: No action.

Peter Wickenden returned to the meeting.

TA/2011/849: Clannaborough, Domewood, Copthorne. Erection of 2-storey side extension. **Resolved:** No action.

Ken Harwood returned to the meeting.

8. **CLERK'S REPORT AND CORRESPONDENCE**

- (i) **TDC Draft Climate Change Action Plan:** A letter from TDC Planning has been circulated. Comments to be sent to the Clerk by end July.
- (ii) **Tree Cuttings in Crawley Down Rd:** A resident has cut back growth around one of the chestnut trees near to Warren Close. Amenity Services have been asked to collect these cuttings.
- (iii) **Local Works:** An email has been received asking parish councils to support a proposal to require applicants of major developments to attend a meeting with the local council to answer questions and to fund any reports on the planning applications. FPC agreed to support this proposal.
- (iv) **NatWest Mandate:** It was agreed that a new mandate be signed by all current Parish Councillors to replace the mandate currently held by NatWest. All councillors agreed to the conditions set out in the mandate.
- (v) **Chaldon Parish Council:** An email has been received notifying a change of name to Chaldon Village Council. FPC agreed to keep their existing name.
- (vi) **Victim Support:** A letter has been received asking for grants. It was agreed not to send a donation on this occasion.
- (vii) **Meridian FM:** A letter has been received asking for grants. It was agreed not to send a donation on this occasion.
- (viii) **Circulation:** Surrey Matters, Jun 11; TDC letter to local doctors re Community Infrastructure Levy, 10 Jun; TDC News Release re Armed Forces Day, 10 Jun; Parish News, Jun 11; TDC Local Committee Meeting Agenda, 24 Jun; Papers from Hub Working Group Mtg on 8 Jun; SCC Rights of Way and Countryside Access Annual Report 10/11; TDC News Release re TDC HR Award, 20 Jun; TDC List of Delegated Action Taken, 22 Jun; Letter from TDC re Draft Climate Change Action Plan, 22 Jun; TDC News Release re Climate Change Action Plan, 27 Jun; TDC News Release re Survey about TDC services, 30 Jun; Email from Action Challenge re London to Brighton 2012 Event, 4 Jul; Parish News, Jul/Aug; Clerks & Councils Direct, Jul.

9. **ACCOUNTS AND CHEQUES SIGNED:** Issue of the following cheques was approved by the Parish Council under Standing Orders:

854	B. Wright	Bus shelter cleaning for July	£30.00
855	B. Wright	Bus shelter cleaning for Aug	£30.00
856	R. White	Clerk's salary for July	£222.19
857	HM Revenue & Customs	Income Tax for July	£55.40
858	R. White	Clerk's salary for Aug	£222.19
859	HM Revenue & Customs	Income Tax for Aug	£55.40
860	R White	Office Allowance for July and Petty Cash for June	£80.00
861	SCAPTC	Membership fee 2011/12	£559.22
862	The Felbridge Village Hall	Meeting Room costs Apr 11-Mar 12	£177.00
863	Felbridge Bowling Club	Donation towards scoreboards	£200.00
864	Nick Dance	Path and fencing on Village Green	£4236.00

10. **ANY OTHER BUSINESS:**

A letter has been received from a group of residents who regularly use the Gullege Bridleway, reporting discoloured water in the stream known as Felbridge Water.

Resolved: Clerk to report to the Environment Agency.

11. **DATE OF NEXT MEETING:** The next meeting will be held on Thursday 1st September at 7.30pm.

The meeting closed at approximately 10.20pm.

RW

14 July 2011