

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 November 2013 at 7.30pm in the Village Hall, and of the Planning Meeting held on 16th October 2013

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

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

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

There were no additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 3rd October 2013 and the Planning Meeting held on 19th September were approved and signed.

The Chairman welcomed three residents of Crawley Down Road who wished to discuss the proposed development behind their homes and the infrastructure details in the EG Neighbourhood Plan. These residents were also represented at the site meeting on 18th October with Surrey Highways. They are working with PRC in EG and hoping to get WSCC Country Councillors to work with SCC Highways Department and County Councillors and the Atkins Report.

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

- (i) **Tandridge Transport Survey – Review Of Freight Activities:** At the site meeting on 18th October, Surrey Highways mentioned that it may not be possible to change the signage at the Newchapel roundabout as West Park Road is a B road. **Resolved:** It was agreed that the Clerk should send an email to Peter Hitchings, SCC Transport Policy Team, to confirm the issues he agreed to investigate, with a copy to County Councillor Michael Sydney and Caroline Smith, SCC.
- (ii) **Access Roads onto Crawley Down Road:** Bridget, Linda and David attended a site meeting with Surrey Highways on 18th October, to make SCC personnel aware of the traffic problems in Felbridge. **Resolved:** Clerk to organise a follow-up meeting with John Lawlor, Caroline Smith, Nicola Downes, Michael Sydney and Felbridge councillors.
- (iii) **School Boundary in Cophorne Road:** The School Caretaker has inspected the hedge and considers that the hedge is not reducing the metre width of the pathway. The School will ensure that the hedge is cut back hard next year.
- (iv) **A-Boards on A22:** The sign on the lamppost advertising the Blacksmiths Head has been removed but the A-board has not been moved. **Resolved:** Clerk to contact the Blacksmiths Head again.

- (v) **TDC Local Committee:** As District Councillors no longer attend TDC Local Committee Meetings, FPC would welcome quarterly meetings with SCC Officers, Parish, District and County Councillors to discuss highways issues in Felbridge. FPC would appreciate Michael Sydney's support to arrange these meetings.
- (vi) **TDC Seminar for Parish Councillors:** A seminar will be held on Tuesday, 10th December from 6pm. Ian McBryde, Joan Harwood and Linda Hainge agreed to attend.
- (vii) **Arts, Crafts and Food Market:** This event was very good, although attendance was down on last year.
- (viii) **Tree Stump on corner of Rowplatt Lane:** The brambles have been cleared.
- (ix) **Wall outside Felbridge Court:** The damaged wall alongside the pavement is the responsibility of SCC. Colin Pearse, SCC, is arranging protection barriers and for the wall to be repaired. Residents have reported problems with drivers hooting when using traffic lights at the Star Inn junction.
- (x) **Connells Estate Agents Boards:** Clerk phoned Connells office on 29.10.13 re the boards at each end of the Furnace Wood island.. **Resolved:** Clerk to send letter to Connells if they are not removed.
- (xi) **Surveillance Camera Code of Practice:** The rules issued in June 2013 should be kept with the CCTV equipment. **Resolved:** Clerk to circulate Code of Practice drafted by Steyning Parish Council and Clerk's suggested draft policy for discussion at next meeting.
Bridget Huntington joined the meeting
- (xii) **Langshott Landscapes Board:** Clerk contacted this company to ask them to remove their A board left outside No 53 Rowplatt Lane.
- (xiii) **FOI Request:** The reply from SCC does not highlight which repairs were carried out free of charge by the contractor. Michael Sydney to investigate.
- (xiv) **Tree opposite Vine Cottage, Crawley Down Road:** TDC have carried out work to remove the crown and all dead wood from this tree and others in Crawley Down Road.
- (xv) **Neighbourhood Planning Meeting:** Paul Newdick will be speaking at a meeting arranged by Dormansland PC on 11th November. The Chairman, Clerk, Joan Harwood and David Archer to attend.
- (xvi) **Fairtrade:** A resident has asked if FPC would consider Felbridge becoming a Fairtrade Parish. Ian McBryde to speak to the resident.

5. **ONGOING ITEMS**

- (i) **Community Consultation:**
Transport/Environment and Green Issues – Jeremy's list of short-term actions was discussed and allocated amongst councillors.
Health and Leisure – Ian to produce similar list as above.
Village and Business Development – Aldo Gualtieri will attend the next Village Hall Committee Meeting. He has drawn up a rough plan as a visual aid and will contact the other volunteers. **Resolved:** Clerk to suggest to Aldo that he arranges the next meeting for all those interested.
Speedwatch – Moira Cocks has agreed to carry out training for some new volunteers and update the equipment. **Resolved:** Ken Harwood agreed to circulate a request for volunteers to his email hub group.
- (ii) **Hub Project:** All scheduled urban cuts have been completed for this year. The Hub Management Group have asked Bill Kear to quote for the remaining rural cut plus cutting the ditches. Rural Cut 3 will go ahead once a price has been agreed. A quotation has been received from Pear Technology for a GIS Mapping System and a demonstration for Clerks will be arranged.

6. FINANCE

- (i) **Cheques:** Issue of the following cheques was approved by the council under Standing Orders and the cheques were signed:
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|-----|-------------------------|------------------------------|----------|
| 028 | Queensbury Shelters Ltd | Erection of new bus shelter | £3320.40 |
| 029 | B. Wright | Bus shelter cleaning for Nov | £35.00 |
| 030 | R. White | Clerk's salary for Nov 13 | £232.61 |
| 031 | HM Revenue & Customs | Income Tax for Nov 13 | £58.00 |
| 032 | R White | Office Allowance for Nov | |
| | | Petty Cash for October | £73.90 |
| 033 | SSALC Ltd | Clerks Networking Day Fee | £60.00 |
- (ii) **Section 137 Payments:**
Victim Support – A letter has been received asking for a donation towards their support to Surrey residents. **Resolved:** It was agreed not to send a donation.
Surrey Wildlife Trust: - A request for a donation towards their woodland work has been received. **Resolved:** A donation of £50 was agreed.
- (iii) **Bus Shelter Cleaning:** Due to the increased area of glass in the new bus shelter, the cost of cleaning both bus shelters has increased from £33.60 to £35 per month wef 1st November 2013.
- (iv) **Surrey County Playing Fields Assoc:** FPC's annual affiliation fee for the year to 31st March 2014 is due. **Resolved:** A payment of £50 was agreed.

7. **MEETING DATES:** Meeting dates for 2014 were circulated and agreed.

8. COUNCILLORS' FEEDBACK

- (i) **Budget:** The RFO will present the budget for 2014/15 for approval at the December meeting.
- (ii) **Furnace Wood Parking:** Photos have been sent to TDC Planning Department.
- (iii) **Hedge at Warren Close:** The hedge bordering Crawley Down Road has been cut by TDC but hedge behind bus shelter is overhanging the pavement.
Resolved: Clerk to write to the resident.
- (iv) **Pavement along Rowplatt Lane:** A resident driving an electric buggy has to use the road as the pavement is too narrow. **Resolved:** Clerk to contact EG Access Group.
- (v) **Roadworks along A22:** The temporary traffic lights along London Road have not been co-ordinated with the permanent traffic lights at the Star Inn junction, causing long traffic jams. **Resolved:** Clerk to send an email to SCC, with a copy to Michael Sydney.
- (vi) **Doves Barn:** There are numerous signs along the verge. **Resolved:** Clerk to ask TDC Planning Dept to inspect them.
- (vii) **FPC Noticeboard at Judges Corner:** This needs some attention. **Resolved:** Linda Hainge to arrange repair work.
- (viii) **Parking at Felbridge Hotel:** MSDC and TDC Trading Standards are taking action.
- (ix) **Gatwick Airspace Consultation:** FPC have no strategic issues to put forward. They will consider the whole consultation document in January 2014.

9. SURREY HIGHWAY REPAIRS:

- (i) **Road Signs:** Road signs has been left by the post box on Copthorne Road behind Tangle Oak Gardens. Reported to SCC 31.10.13 Ref 502170.
- (ii) **Pavement near BT boxes at junction of Rowplatt Lane/Crawley Down Road:** Tarmac is breaking up and pavement has subsided. **Resolved:** Clerk to contact SCC.

- (iii) **Wires in verge alongside Crawley Down Road:** These wires have been wrapped in yellow plastic. **Resolved:** Clerk to inspect.
- (iv) **Metal Posts:** Three metal posts have no signs on them – opposite bowls club, outside the village hall, and by entrance to Mulberry Gate. **Resolved:** Clerk to report them to Michael Sydney.
- (v) **A22 dip in road:** The dip in the northbound carriageway of Woodcock Hill opposite Sylvan Ridge - re-reported to SCC on 17.9.13, Ref MG00478413 – repaired when checked on 18.10.13.
- (vi) **A22 outside Glendale:** The dip in road and pavement following recent work by a Utility Company, reported to SCC on 27.9.13, Ref MG00484374, was repaired but is already breaking up again. **Resolved:** Clerk to re-report to SCC.
- (vii) **Pavements alongside A22:** The pavement from Woodcock Garage to the Newchapel roundabout should be cleared by the Community Gang during November.
Mr Harwood left the meeting.

10. **PLANNING APPLICATIONS**

Planning Meeting held on 17th October 2013 attended by David Archer, Jeremy Clarke, Linda Hainge, Joan Harwood, Bridget Huntington, Ian McBryde.

Applications Acknowledged 30th September – 4th October 2013

TA/2013/1263: Dove Barn Nursery, Copthorne Road, Felbridge. Formation of hardstanding to provide additional car parking. **Resolved:** No Action

Applications Acknowledged 7th – 11th October 2013

None in Felbridge

Parish Council Meeting held on 7th November 2013

Applications Acknowledged 14th – 18th October 2013

TA/2013/1350: Everglades, Domewood, Copthorne. Conversion of garage into habitable accommodation. Erection of new pitched roof. Installation of 3 windows on the front elevation. **Resolved:** No Action

TA/2013/1419: 114 Copthorne Road, Felbridge. Demolition of existing outbuilding. Erection of single storey rear extension. **Resolved:** No Action

Applications Acknowledged 21st – 25th October 2013

None in Felbridge

Applications Acknowledged 28th October – 1st November 2013

None in Felbridge

Mr Harwood returned to the meeting

11. **CLERK'S REPORT**

- (i) **FSRA:** Linda Hainge will attend the FSRA AGM on 22nd November.
- (ii) **WBT Land Holdings:** The Property Manager has asked for feedback from FPC with regard to a suggestion to open a natural burial site on land they own at Judges Corner. **Resolved:** Clerk to ask for more details.
- (iii) **Surrey Local Councils Update:** The Clerk and Linda Hainge to attend this meeting on 3rd December.
- (iv) **Surrey Crimestoppers:** A letter of thanks has been received for FPC's donation of £50.
- (v) **Felbridge Bowling Club:** A letter of thanks has been received for FPC's donation of £150. The Bowling Club also received £150 from Michael Sydney's County Councillors Allocations.

12. **BUSINESS FOR NEXT MEETNG** - Agree Budget for 2014/15.

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

The next Parish Council Meeting will be held on Thursday 5th December 2013 at 7.30pm. A Planning Meeting will be held on 21st November.

The meeting closed at approximately 10.40pm.

RW

12th November 2013

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.