

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 3rd October 2019 **at 7.30 pm in Felbridge Village Hall**

Present:

Cllr Georgina Chapman (Chairman)
Cllr. Bridget Huntington
Cllr. Ian McBryde (Vice-Chairman)
Cllr. Lesley Steeds (County Councillor)
Mrs. Patricia Slatter (in attendance)

Cllr. Jeremy Clarke
Cllr. Jo King

1. **APOLOGIES FOR ABSENCE**

Received from District Councillor Ken Harwood and Councillor Joan Harwood

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

No additions to those already registered.

3. **APPROVE MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council Meeting held on Thursday 5th September 2019 were approved and signed.

4. **VILLAGE MAINTENANCE**

(i) **Grass Cutting:**

Surrey Highways have responded to Felbridge Parish Council's question asking whether contractors were again being paid for works not delivered. While a clear, definitive answer wasn't provided, Surrey Highways made an offer to transfer funding to Felbridge Parish Council so all grass cutting can be managed locally in future. **Resolved:** Councillors agreed to accept this offer and for the Clerk to manage this contract in future. **Action:** Clerk to write to County Councillor Steeds for confirmation that from 2020 Surrey Highways would transfer funds at the proposed level to Felbridge Parish Council to enable an ongoing contract to be established.

(ii) **Flower Seeding on Verges:** Three potential sites were identified for flower seeding which would not affect sight lines. **Action:** Clerk to discuss with contractor and report back.

(iii) **Fallen Tree Removal:** Awaiting quote for the removal of a fallen tree blocking a footpath off Mill Lane. Surrey County Council say they have no funds available for its removal. **Action:** Clerk to progress.

(iv) **Off Road Footpaths:** **Resolved:** Felbridge Parish Council agreed to set aside funding to start clearing off road footpaths to allow them to be accessed by residents and to encourage their use. **Action:** Councillors to recommend which footpaths should be prioritised over the coming months.

5. FINANCE

(i) Receipts and Payments for September 2019

Date	To / From	Description	Amount	Current Account	Deposit Account
1 Sept		Brought Forward		£22528.40	£25028.25
27 Sept	TDC Precept	Receipts	8500.00	8500.00	
		Sub-Total		£31028.40	25028.25
		Payments			
9 Sept	DD - NEST	Pension Payment August	£80.54	-£80.54	
23 Sept	Clerk	Payroll August	£802.43	-£802.43	
23 Sept	Clerk	Office Expenses July/August	£19.19	- £19.19	
25 Sept	HMRC	Tax/NI August	£261.79	- £261.79	
26 Sept	Nick Dance	Footpath Clearance/Grass Cuts (NB included in CIL Budget)	£1836.00	-£1836.00	
30 Sept	Hire-A-Loo	Temporary Toilet Hire June	102.96	-£102.96	
30 Sept	Hire-A-Loo	Temporary Toilet Hire July	106.39	-£106.39	
		Sub-Total	£3209.30	-£3209.30	
		Transfers	Nil		
30 Sept		Carried Forward		£27819.10	£25,028.25
		Less Unbanked Transactions		-£266	
		Bank Balances pending unbanked transactions		£27553.10	£25,028.25
30 Sept	Available Funds - Current a/c plus Deposit a/c excluding unbanked transactions (includes c/f CIL revenue of £22669.03)			£52581.35	
30 Sept	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
30 Sept	General Reserve (Available Funds minus Allocated Reserves)			£26581.35	
The balances for both the current and deposit accounts were verified against the latest online bank statements and signed by the Chairman as accurate.					

(ii) **External Audit 2018-19** The AGAR paperwork has now been returned and uploaded to the website. The only note was that Part 2 was recorded as approved before Part 1.

(iii) **Budget Update Q2** The Clerk updated councillors on income and expenditure for the second quarter. There were no unbudgeted costs the first six months of the financial year and the forecast was for the year end figures to be as budgeted.

(iv) **Budget for 2020-21** The proposed budget for 2020-21 was discussed and unanimously approved. It was noted that in the current financial year £5.5K was being used from General Reserves to balance the budget. Allocated reserves were updated as follows: Skateboard ramp replacement increased to £4K; Bus Shelter replacement increased to £7K; Grass Cutting/Footpath Clearance increased to £2.5K and a new Reserve of £3K was allocated for off road footpath clearance. **Resolved:** Felbridge Parish Council approved a budget of £24K for the financial year 2020-21.

(v) **Precept for Financial Year 2020-21: Resolved:** Councillors approved an increase in the total annual precept of £7K for 2020-21. This equates to an increase in expenditure of £1.5K on the current financial year.

6. COUNCILLORS' REPORTS/UPDATES

(i) **Furnace Wood Sight Lines:** Cllr. Clarke has reported that although sight lines for pedestrians should be 120m, at the crossing point for the bus stop on the Copthorne Road sight lines are just 20m. **Action:** County Councillor to raise with Surrey Highways

- (ii) **Planning Enforcement:** Officers have visited a property in Furnace Wood in response to reports that high numbers of vehicles are being parked in breach of a planning agreement and advised the property owner to adhere to agreed restrictions in future.
- (iii) **Transport Consultation:** County Councillor has asked for a meeting between Councillor Clarke and Surrey Highways to share and discuss the queue modelling data compiled for use in recent planning appeals.

7. **COUNTY COUNCILLOR REPORT** Following her visit to the village along with the local Highways Officer, County Councillor Lesley Steeds reported that she has asked for the redundant barriers on the footpath by the Village Hall woods to be removed. She reported that the Highways Officer had cut back overgrown trees on Rowplatt Lane and raised the canopy. Councillors thanked County Councillor Steeds for her help and support.
8. **CHAIRMAN'S REPORT:** Cllr. Chapman updated the position on Surrey residents using the Imberhorne Lane Tip. From 1st December, West Sussex County Council would be restricting access to their tips to West Sussex residents only. Surrey County Council already have restrictions in place. County Councillor Lesley Steeds has written to councillors and officers at Surrey County Council on this subject but is yet to receive a response. District Councillor Ken Harwood has also been seeking a solution to this issue. Felbridge Parish Councillors are concerned that these restrictions will lead to an increase in fly tipping and force residents to make much longer vehicle journeys to the nearest Surrey Tip in Earlswood, Redhill. The return trip from Felbridge Village Hall to the Imberhorne Lane Tip takes less than five miles whereas Earlswood is more than 20 miles. **Resolved:** Councillors consider the environmental impact of restricting access to amenity tips is unacceptable and believe that a reciprocal agreement should be put in place covering Surrey, West Sussex and East Sussex to reduce fly tipping, encourage recycling and avoid unnecessary vehicle journeys. **Action:** Clerk will write to MPs whose constituencies will be affected and ask for their support in having both existing and planned restrictions removed.
9. **SURREY HIGHWAYS:**
Recent Reports: A second road sign outside the Star Inn has been knocked to the ground. Replacements have been ordered and the new sign will be relocated to try to avoid further collisions by HGVs
Star Junction Road Surface: Councillor King asked the County Councillor to investigate the road surface at the Star Junction. As a cyclist she was having to move into the centre of the road to avoid dips and ruts nearer the roadside edge. She considered this dangerous. **Action:** County Councillor to follow up.
Rowplatt Lane: The Clerk reported that Surrey Highways have agreed that Rowplatt Lane should be designated as 'Unsuitable for HGVs' and for signs to be positioned at each end of the road. The estimated cost for both signs is £1K. Councillor Steeds reported that placing these signs in other areas has helped reduce traffic problems. Councillor Clarke confirmed that HGV drivers would be expected to comply. **Resolved:** Councillors approved the installation of signs. **Expenditure Approved** Councillors approved expenditure of up to £1K. **Action:** Clerk to progress.
10. **PLANNING**
 (i) **Applications in Felbridge**
Applications Considered at the Planning Meeting on 19th September 2019 attended by Cllr Clarke, Cllr. Joan Harwood, Cllr. Huntington, Cllr. King and Councillor Chapman
TA/2019/1409 Long Ridge, Herons Close, Copthorne RH10 3HF. Erection of new 5 bedroomed detached dwelling with associated parking involving demolition of existing dwelling
Resolved: No Action
TA/2019/1431 Carousel, Herons Close, Copthorne RH10 3HF. Demolition of existing property and garage and erection of 1 x detached two storey house with basement.
Resolved: No Action

There were no new applications for consideration at the Parish Council Meeting

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

DM/19/3688 Land north of Ascotts, Crawley Down Road, Felbridge RH19 2PS. Construction of two new dwellings each with separate garage. It was noted that this application should have been referred to Tandridge District Council and in turn to Felbridge Parish Council for consideration.

Action: Clerk to raise with Planning Officer

(iii) **Appeals:** None in this period.

(iv) **Construction Transport Plans for New Developments:** Clerk has contacted Tandridge District Council to formally request that Felbridge Parish Council are consulted on the Construction Transport plans for the three developments allowed on appeal with access roads in Felbridge - 11a Crawley Down Road, 15-39 Crawley Down Road and 17 Copthorne Road. **Action:** Clerk to progress and update.

11. **CLERK'S REPORT**

(i) **Safe Drive Stay Alive VIP Presentation 2019:** Cllr. King to represent Felbridge Parish Council at the presentation on Tuesday 12th November

(ii) **Paperless Planning**

Tandridge District Council have now withdrawn the offer which Felbridge Parish Council had accepted to allow Parish Councils to pay for ad-hoc copies of planning applications. Instead they are offering to provide paper copies of all planning applications up to A1 size for a fee of £1000 per annum or up to A3 size for £500 per annum. **Resolved:** It was agreed that Felbridge Parish Council will continue to have larger drawing printed locally when needed. **Action:** Clerk to respond to TDC.

(iii) **Advertising Board on Common Land** Following complaints from residents, the Clerk asked an East Grinstead based company to remove their advertising board from the grass verge on Crawley Down Road.

(iv) **Remembrance:** Linda and Derek Hainge have again offered to position the silent soldiers and large poppies in the village from the beginning of November. **Action:** Clerk to pass Felbridge Parish Council's thanks.

(v) **Updated Parish Clerk's Manual:** The Society of Local Council Clerks have updated the Clerk's manual. **Resolved:** Expenditure of £47.50 was approved. **Action:** Clerk to progress.

(vi) **Operation Bridge** Information has been circulated to Parish Councils advising on actions to be taken in the event of the passing of a senior royal figure.

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

The next Parish Council meeting will take place on Thursday 7th November at 7.30pm in the Committee Room. A Planning Meeting is scheduled to take place on Thursday 17th October. The meeting closed at approximately 2130.

Patricia Slatter
Clerk to Felbridge Parish Council

