

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 5th December 2013 at 7.30pm in the Village Hall, and of the Planning Meeting held on 21st November 2013

Present: Mr Ian McBryde (Chairman)
Mr Brian Apps
Mr David Archer
Mr Jeremy Clarke
Mrs Linda Hainge
Mrs Joan Harwood
Mrs Bridget Huntington
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 7th November 2013 and the Planning Meeting held on 16th October were approved and signed.

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

- (i) **Tandridge Transport Survey – Review of Freight Activities:** The Clerk sent an email on 11th November 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:** SCC consider that a follow-up meeting is not necessary at this stage as they have nothing to add to what was discussed at the site meeting on 18th October. SCC to contact WSCC senior strategic planner for highways re Atkins Report. Councillor Sydney is hoping to arrange a meeting with SCC and WSCC in January.
- (iii) **A-Boards on A22:** TDC Planning Enforcement have looked at the A-board advertising the Blacksmiths Head and have referred this to SCC highways as this is on land owned by SCC.
- (iv) **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. **Resolved:** FPC to discuss with Councillor Michael Sydney.
- (v) **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.
- (vi) **Wall outside Felbridge Court:** The damaged wall alongside the pavement is the responsibility of SCC. Colin Pearse, SCC, is arranging repair of the wall.
- (vii) **Connells Estate Agents Boards:** The boards at each end of the Furnace Wood island have been removed.

- (viii) **Surveillance Camera Code of Practice:** FPC agreed the draft Code of Conduct which had been circulated to all councillors. **Resolved:** Clerk to circulate the final draft Code of Conduct to all councillors. The Code of Conduct and the Rules issued by The Stationery Office in June 2013 will be kept with the CCTV equipment.
- (ix) **Langshott Landscapes Board:** The board has been removed by FPC.
- (x) **FOI Request:** The reply from SCC does not highlight which repairs were carried out free of charge by the contractor. Michael Sydney to investigate.
- (xi) **Neighbourhood Planning Meeting:** Notes from the meeting arranged by Dormansland PC on 11th November have been circulated to all councillors.
- (xii) **Fairtrade:** FPC support the proposal that Felbridge should become a Fairtrade Village and will investigate the requirements. **Resolved:** This item will be added to the agenda for the next meeting in February 2014.
- (xiii) **Hedge at Warren Close:** The hedge bordering Crawley Down Road has been cut by TDC. The Clerk has sent a letter to the resident regarding the hedge behind bus shelter which is overhanging the pavement.
- (xiv) **Pavement along Rowplatt Lane:** EG Access Group have looked at the pavement and consider that there is a narrowing problem at both ends of Rowplatt Lane on the west side. Colin Pearce, SCC, to inspect and if needed add the work to the community gang for December/January.
- (xv) **Roadworks along A22:** Clerk sent an email to SCC asking for temporary traffic lights along London Road to be co-ordinated with the permanent traffic lights at the Star Inn junction. Reply received from Terry Upton, Network Coordinator, SCC, confirming the situation and stating that SCC and WSCC coordinated all recent road works to minimise traffic disruption.
- (xvi) **Doves Barn:** TDC Planning Dept have inspected the boards along the verge and have referred this to SCC highways as the boards are on land owned by SCC.
- (xvii) **FPC Noticeboard at Judges Corner:** This board has been repaired.
- (xviii) **WBT Land Holdings:** The Property Manager has confirmed that their contractor thought the site at Judges Corner was not suitable due to the aircraft noise and its proximity to busy roads.
- (xix) **Surrey Local Councils Update:** The Clerk, Linda Hainge and David Archer attended this meeting on 3rd December. Slides from the meeting have been circulated in the December bag. Councillors were reminded to take care over the content of any emails they send. Councils were asked by Surrey Police to suggest possible transit sites for travellers within the county.

5. **ONGOING ITEMS**

(i) **Community Consultation:**

Transport: –

Actions completed:-

- a. **Bus routes along A22** – There are no scheduled services along the A22 between the Star Traffic Lights and the Newchapel roundabout. There is a school bus (No 606) to Oxted during term time. The 236 Crawley to Oxted and 231 Tunbridge Wells to Cophorne/Crawley Down buses run east/west of the Newchapel roundabout and there is a free Tesco bus from East Grinstead to Hookwood on a Monday.
- b. **Survey information** – The Commercial Officer at Metrobus will provide detailed answers to some of the responses raised by residents.
- c. **Speed limit enforcement along Crawley Down Road** – Several new members are willing to join the Speedwatch team and training has been arranged on Friday, 24th January in Felbridge with Moira Cocks, Surrey Police.

- d. School Speedwatch – Surrey Police carry out annual sessions with year 6 pupils at Felbridge School – the next session is booked for 10th June 2014. They will consider starting on Crawley Down Road for the first hour before moving to Copthorne Road.
- e. www.dorsetanob.org.uk – The document detailing approaches to traffic control in rural areas has been circulated in the December bag.

Environment and Green Issues:-

- a. Country-side footpaths – Footpaths 283, 365 and 367 have been surveyed in detail by Ken and Joan Harwood

Health and Leisure – Ian’s list of actions was discussed and allocated amongst councillors.

Village and Business Development: –

- a. Community Cafe - Aldo Gualtieri attended the Village Hall Committee Meeting in November and was advised to speak to TDC Planning Dept.

Felbridge Luncheon Club – FPC have been informed that this will close after their December lunch. **Resolved:** Clerk to speak to organiser of the luncheon club and to EGCVS.

- (ii) **Hub Project:** A final urban cut was carried out end November/early December.

6. FINANCE

- (i) **Cheques:** Issue of the following cheques was approved by the council under Standing Orders and the cheques were signed:

034	B. Wright	Bus shelter cleaning for Dec 13	£35.00
035	B. Wright	Bus shelter cleaning for Jan 14	£35.00
036	R. White	Clerk’s salary for Dec 13	£232.61
037	HM Revenue & Customs	Income Tax for Dec 13	£58.00
038	R. White	Clerk’s salary for Jan 14	£232.61
039	HM Revenue & Customs	Income Tax for Jan 14	£58.00
040	R White	Office Allowance for Dec 13/Jan 14 + Petty Cash for November	£139.09
041	Surrey Wildlife Trust	Donation for woodland appeal	£50.00
042	Surrey County Playing Fields Assoc	Affiliation Fee 2013/14	£50.00

- (ii) **Section 137 Payments:** None

- (iii) **Budget for 2014/15:** FPC agreed the proposed budget for 2014/15 and to keep the Precept for 2014/15 at £15,500.

Mr Harwood joined the meeting

7. FELBRIDGE HOUSING NEEDS SURVEY

A survey commissioned by WS Planning and Architecture on behalf of a client has been posted to Felbridge residents. This survey was not commissioned by FPC and FPC were not made aware that this survey was being conducted. The letter accompanying the survey refers to the fact that any affordable housing would be built through a Rural Exception Scheme, which indicates development in rural areas, i.e. The Green Belt.

8. COUNCILLORS’ FEEDBACK

- (i) **Emergency Plan:** It was confirmed that the TDC Emergency Plan covers all parishes within the district.

- (ii) **Speed limit outside school:** It has been suggested that there should be a 20mph speed limit outside the school in Crawley Down Road and Copthorne Road when the school warning lights are flashing. **Resolved:** Clerk to contact SCC to find out their policy regarding implementation across Surrey and to ask Moira Cocks for advice.
- (iii) **FSRA AGM:** Linda Hainge attended this meeting and confirmed that there is pedestrian access next to the locked gate. FSRA are concerned about dog fouling on the pitch.
- (iv) **Felbridge Horticulture Society:** FPC confirmed that the community noticeboard by the school is for use by village organisations. Posters should be given to the school office during term time.
- (v) **Felbridge Footpath books:** These are available for sale at £3.50. **Resolved:** Jeremy Clarke agreed to ask the village shop to offer them for sale.
- (vi) **Beef and Faggot Trust:** Joan Harwood attended the recent meeting.
- (vii) **Mormon Temple:** Joan and Ken Harwood attended the recent carol concert.
- (viii) **EG Courier and Observer:** It was agreed that the Clerk would purchase a copy each week and FPC would reimburse the cost.
- (ix) **NALC Updates:** Standing Orders 2013 are now available. **Resolved:** Clerk to contact TDC to ask if there are any amendments.

9. **SURREY HIGHWAY REPAIRS:**

- (i) **Pavement near BT boxes at junction of Rowplatt Lane/Crawley Down Road:** Tarmac is breaking up and pavement has subsided. Reported to TDC 20.11.13 Ref No 510179.
- (ii) **Wires in verge alongside Crawley Down Road:** TDC will try to remove these old BT wires.
- (iii) **A22 outside Glendale:** The dip in road and pavement following recent work by a Utility Company was re-repaired on 8.11.13.
- (iv) **Rowplatt Lane:** This road is scheduled to be re-surfaced over 4 days from 17th December 2013
- (v) **Copthorne Road:** The planned maintenance for 'Winter Damage Carriageway Patching' for mid November was cancelled due to weather conditions. SCC to remove the signs.
Mr Harwood left the meeting.

10. **PLANNING APPLICATIONS**

Planning Meeting held on 21st November 2013 attended by Brian Apps, Jeremy Clarke, David Archer, Linda Hainge, Joan Harwood and Bridget Huntington.

Applications Acknowledged 4th – 8th November 2013

TA/2013/1443: Beaver Fishery, Beaver Farm, Eastbourne Road, Newchapel. Erection of single storey extension to toilet block. **Resolved:** No Action.

TA/2013/1520: Thai Cottage, Eastbourne Road, Lingfield. Retention of single storey extension to east elevation with fire escape/access stairs to first floor; retention of fume extraction equipment and screen panel; retention of rear enclosure used as a storage area for the restaurant. **Resolved:** FPC want to support local businesses such as this.

Therefore, if removal of the items would be detrimental to the ongoing business, then FPC would support their retention.

Applications Acknowledged 11th – 15th November 2013

TA/2013/1503: 57 Copthorne Road, Felbridge. Erection of single storey rear extension and two storey side extension. (Amended description). **Resolved:** No Action.

Parish Council Meeting held on 5th December 2013**Applications Acknowledged 11th – 15th November 2013**

TA/2013/1591: Chequers, 12 Wembury Park, Newchapel. Erection of conservatory to rear elevation. **Resolved:** No Action

Applications Acknowledged 18th – 22nd November 2013

TA/2013/1362: Lambourn Lodge, 122 Copthorne Road, Felbridge. Erection of 1.8m high x 48m wide close boarded fence and 1.8m high x 4m wide gates to highway boundary. (Amended description). **Resolved:** FPC support this application but would want to see restrictions put in place to ensure that the hedge is maintained and the fence is kept as a natural wood fence.

Applications Acknowledged 25th – 29th November 2013

TA/2013/1637: Land between The Laurels and Oakview, London Road, Felbridge. Erection of 3 detached dwellings. **Resolved:** FPC object to this application on the following grounds:- this application constitutes inappropriate development in the green belt; FPC's understanding is that TDC does not have a housing need; the results from FPC's Community Consultation Survey carried out in 2013 overwhelmingly identified that local residents are against further construction of 4/5 bed houses or any development in the green belt.

TA/2013/1493: Woodpeckers, Heron Lea, Copthorne. Demolition of existing dwelling. Erection of dwelling incorporating swimming pool and triple garage. **Resolved:** FPC object to this application on the following grounds:- overdevelopment of the site; impact on neighbouring properties due to the scale and size of the proposed dwelling; inappropriate scale and bulk of proposed dwelling in the street scene

Applications Acknowledged 2nd – 6th December 2013

None in Felbridge

Pre-notification of works – proposed base station upgrade installation at Felbridge Cricket Club, Eastbourne Road, Felbridge:

FPC reviewed the plans for the replacement equipment and did not find any material visual difference.

Mr Harwood returned to the meeting

11. **CLERK'S REPORT**

- (i) **Gatwick Airspace Consultation:** Ken Harwood will be holding a public meeting with Tom Denton from Gatwick Airport on Wednesday, 8th January 2014 at 7pm in Felbridge Village Hall. FPC agreed to pay the hall fees.
- (ii) **SALC Subscriptions:** FPC's subscription for the year ending March 2015 will be £601.61, an increase of £1.49.
- (iii) **Surrey Police Crime Summit:** Ken Harwood will attend this meeting on 17th December at TDC's offices in Oxted.

12. **BUSINESS FOR NEXT MEETING** - Proposal that Felbridge becomes a Fairtrade village.13. **DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS**

The next Parish Council Meeting will be held on Thursday 6th February 2014 at 7.30pm. Planning Meetings will be held on 19th December 2013, 2nd and 16th January 2014.

The meeting closed at approximately 10.45pm.

RW

16th December 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.