

# **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 Thursday 1<sup>st</sup> October 2015 at 7.30pm in the Village Hall**

**Present:**

Mr. Jeremy Clarke (Chairman)	Mrs. Bridget Huntington
Mrs Joan Harwood	Mr. Ken Harwood (District Councillor)
Mr. Ian McBryde	(attended part of meeting)
Ms. Georgina Chapman	
Mr. Michael Sydney (County Councillor)	Mrs. Patricia Slatter (in attendance)

1. **APOLOGIES FOR ABSENCE** – were received from Linda Hainge and Brian Apps
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 Thursday 3<sup>rd</sup> September 2<sup>nd</sup> 2015 and the Planning Meetings held on 6<sup>th</sup> August and 20<sup>th</sup> August on 17<sup>th</sup> August were approved and signed.
4. **CHAIRMAN/CLERK'S REPORT**
  - (i) **MSDC Planning Policy Update – District Plan 2014-2031: Consultation Draft:** FPC will respond when the Consultation process opens.
  - (ii) **Damaged Verge/Footpath:** Steve Hearn from TDC forwarded an email from the home owner at 34 Crawley Down Road to say he believed that the damaged footpath outside his property was caused by council workers. FPC have no record of any works. Ken Harwood has asked for the information so he can take it up with TDC. **Action: Clerk to forward correspondence to Ken Harwood who will investigate and report back.**
5. **ONGOING ITEMS**
  - (i) **Community Consultation:**  
Transport/Environment and Green Issues: –  
Actions completed:-
    - a. Welcome to Felbridge White Gates: Final specific designs for gates and signs to be agreed. County Councillor Michael Sydney confirmed he had budgeted £1500 towards the final cost. **Action:** Jeremy Clarke to circulate design options.
    - b. Gullege Bridleway – Linda Hainge has offered to work with Ros White to progress the works and will discuss with WSCC and also seek grants or other funding.
  - (ii) **Leisure and Health Actions:-**
    - a. Seats – Jeremy Clarke liaising with Monster Play to source a suitable shelter for the Village Hall grounds. **Action:** Jeremy Clarke to contact Monster Play
    - b. Damaged Footpath Doves Barn-Furnace Wood: Clerk reported to TDC that the footpath between Doves Barn and Furnace Wood had potholes and was overgrown with vegetation in parts. TDC responded that while they would monitor they do not consider the footpath is in need of immediate work.

- (iii) **Hub Project:** The deep verge outside Ward Farm has now been cut back as requested.

## 6. FINANCE

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

187	P. Slatter	221.00	Oct Salary
188	HMRC	55.20	Sept Tax
189	P. Slatter	277.21	Sept Allowance/Petty Cash
190	B. Wright	36.00	Bus Shelter Cleaning (Oct)
153	J. Clarke	46.04	Bus Shelter Vinyls
154	Tandridge District Council	95.67	Election Charges

- (ii) **Financial Position at 1st October 2015:** Schedule of Payments and Receipts

DATE	RECEIPTS		TOTAL	
07.09.15	Tandridge District Council	2nd Installment of Precept	7700.00	
DATE	PAYMENTS TO	DETAILS	CHQ. No.	TOTAL
03.09.15	P Slatter	Clerk's Sal - September	183	221.00
"	H M Revenue & Customs	Clerk's tax - September	184	55.20
"	P Slatter	Office All'ce Sept + P Cash August	185	80.34
"	B Wright	Bus Shelter Cleaning - July	186	36.00
BANK BALANCES				
	Current Account Bank Balance		10432.35	
	Less outstanding cheques		0.00	
	Cashbook Balance		10432.35	
	Business Reserve Account Balance		25030.87	
	<b>TOTAL BALANCES</b>		<b>35463.22</b>	
	Less reserves for new playground area shelter, A264 fencing, traffic calming and Village Gates		-14000	
	<b>AVAILABLE FUNDS</b>		<b>21463.22</b>	

- (iii) **Section 137 Payments:** There were no requests received for payments made for this period.

7. **DEFIBRILLATOR IN FELBRIDGE:** Clerk circulated information supplied by SECAmb regarding call outs in the Felbridge area. After discussing the options it was decided that FPC's preferred location would be the Village Hall preferably on the external wall of the entrance foyer where it could be seen by all Hall users. Sam Corbin has offered to run one of two awareness sessions for villagers who would like to know more about using a defibrillator. **Action:** Clerk to write to The Star Inn to thank them for also offering to house the equipment and to Sam Corbin to arrange for equipment to be ordered and installed.
9. **TRANSPARENCY CODE FOR SMALLER COUNCILS**  
Temporary website <http://parishcouncil.felbridge.org.uk/> is now operational. Clerk circulated information from three companies two of which specialise in providing websites for Parish Councils. It was decided to opt for one of the more specialist companies. **Action:** Clerk to prepare report on options and costs and circulate along with links to Councillors before next meeting.
10. **COUNCILLORS' FEEDBACK**
- (i) **Ebor Lodge:** The owners responded to FPC's letter asking that they reinstate the verge. Their request that FPC cover the cost was declined. **Resolved:** Clerk to respond confirming that FPC cannot cover the costs but once the grass verge has been reinstated it will be maintained as part of the routine cuts.
  - (ii) **Bus Shelter on Crawley Down Road:** FPC are grateful to Felbridge Guides for their assistance in refurbishing the bus shelter. The work was undertaken on Saturday 19<sup>th</sup> September by Jeremy Clarke, Ken Harwood and Graham Slatter with help from the Guides. The final cost was £253.43 most of which is covered in the Clerk's expenses. **Action:** Clerk to send letter of thanks to Felbridge Guides
  - (iii) **Road Sign Cleaning/Footpath Clearance:** Michael Sydney has suggested that FPC along with the other local parish councils extend the current Hub Project which covers grass cutting to include ditch maintenance; footpath clearing and potentially road sign cleaning. This would be funded by an increase in the precept. FPC do not believe that raising the precept would be acceptable. **Resolved:** Since there are so few ditches in Felbridge and the other works are the financial responsibility of SCC, FPC will not initially join in this extension to the Hub but would consider opting into specific areas. Michael Sydney will update on progress.
  - (iv) **Village Name on Bus Shelters:** Jeremy Clarke has now added the vinyl lettering to the village bus shelters.
  - (v) **The Jubb Report:** The Clerk has written to the Minister for Transport asking that he intervenes to ensure that SCC adopt the findings of the Jubb Report relating to traffic levels on roads through Felbridge and the surrounding area. **Action:** Clerk to follow up.
  - (vi) **Dog Bin For Furnace Wood Layby:** A dog bin has been ordered from TDC and will be installed in the Furnace Wood Layby.
  - (vii) **Sussex Bed Centre:** There has been no response from the Sussex Bed Centre to an email asking them to remove the dinosaur figures to the front of their shop since they are now badly damaged. **Action:** Clerk to write to Head Office.
  - (viii) **Arts, Crafts and Food Show:** Permission was given for a sign promoting the show to be placed on the Village Green for a period of up to 21 days. The Show takes place at the Village Hall on Saturday 24<sup>th</sup> October between 10.00am and 4.00pm.  
[www.show.felbridge.org.uk](http://www.show.felbridge.org.uk)

## 11. **SURREY HIGHWAY REPAIRS:**

- (i) **A264/A22 Junction at Star Inn:** Michael Sydney to meet with Councillor Heidi Brunson from East Grinstead Town Council to agree a strategy for working together to create a joint plan for improving traffic flow through East Grinstead and Felbridge.  
**Action:** Michael Sydney to report back.
- (ii) **Meeting with Colin Pearce to look at Felbridge Issues:** Michael Sydney suggested that he arranged a meeting with Colin Pearce to visit the village and look at ongoing issues. Two representatives from FPC to attend. **Action:** Clerk to liaise with Michael Sydney and FPC councillors to arrange meeting.

Michael Sydney left the meeting.

### **Planning Meeting held on 17<sup>th</sup> September**

**TA/2015/1541**

5 Tangle Oak, Felbridge, RH19 2PG

**Resolved:** No Action

**TA/2015/1575**

36-38 Copthorne Road, Felbridge RH19 2NS

**Resolved:**

FPC do not object to development of this site per se as this is in line with our Community Survey results that infill development within the Village is preferred over development at the fringes. We are pleased that the proposed design has been set back from the Copthorne Road. However, we do have issues with some of the details of the proposal.

There is no highways information provided with the application, indicating the exit sight lines onto the A264 and refuse truck/emergency vehicle sweeps within the access road.

We are very concerned about the access to the site being so close to the busy junction of the A264 and Crawley Down Road. We ask that this is specifically reviewed with Surrey Highways to ensure that assurance can be obtained from them that this will not have **any** negative impact on this junction which is already an accident hot-spot.

We are very concerned about the impact of additional housing on the local road network. The Star Junction (A264/A22) is already exceeding design capacity and with more than 500 additional local dwellings approved in Mid Sussex that have not yet been occupied this junction will be at total saturation for many hours each day. Therefore additional housing (however little the accumulative impact is) should not be approved until after the junction capacity has been increased.

The dwellings are all 4 or 5 bedroom, the Community Survey identified a need for smaller dwellings within the Village (2 or 3 bedroom detached homes) and we feel that another development of solely large family houses does not provide the mix of housing sizes that are needed locally.

We are concerned that the proposal appears overly cramped at the north of the plot, this is demonstrated by the very close proximity of plot 8 to the boundary. This does not align with the surrounding area adjacent to the green belt boundary where the gaps between dwellings are larger. We are also very concerned about the disregard for the vegetative screening of the plot and the recent felling of large beech tree (T5) which had been identified in the tree report supporting this application as being of good quality and to be retained by the proposal. We strongly desire the retention of the vegetative screening and trees on all the boundaries as this reduces the negative impact of the development upon the surrounding properties. Whilst we accept that the proposal meets the required parking provisions, there is insufficient provision for visitors' cars. The car space provision and design of the access road and turning head is very similar to that of Birch Grove immediately to the west. The Birch Grove emergency vehicle and refuse vehicle access relies upon there being no cars being parked on the side of the access road or turning head.

However, with two car spaces per house (outside the garages) there are always several cars parked in Birch Grove access road preventing large vehicle access. Felbridge Parish Council therefore wish to see either an additional external parking space per house, or a dedicated location for additional cars to park that will not block the access.

We are also concerned about the potential to extend the access road to the east. To prevent future increases in the utilisation of an access so close to the junction of Crawley Down Road, we would prefer to see a layout that limited the access road to serve only the eight dwellings upon this large plot, such that any future development to the east would use an alternative access.

**Parish Council Meeting held on 1st October** attended by Jeremy Clarke, Bridget Huntington, Joan Harwood; Georgina Chapman and Ian McBryde.

**TA/2015/1670**

Grooms Cottage, Ward Farm, London Road, Felbridge, RH19 2QZ

**Resolved:** No Action

**TA/2015/1721**

Double Dee, London Road, Felbridge

**Resolved:** No Action

**TA/2015/1692**

Brambleside, Domewood, Copthorne

**Resolved:** No Action

**TA/2015/1388**

Ladyhill, Domewood, Copthorne RH10 3HD

**Resolved:**

Felbridge Parish Council object to this proposal as we still believe that this constitutes inappropriate development in the green belt. It is overcrowding on the plot and therefore out of character with it's surroundings. The locality is unsustainable, whilst the applicant has provided details of local bus services, the nearest bus stop only accesses the 400 bus service and this is a 1.040m walk from the proposed dwelling. The bus stop for all the other services is at the Dukes Head which is 1.400m from the proposed dwelling.

13. **CONSULTATIONS**

**New Consultations Received**

- (i) **East Grinstead Neighbourhood Plan:** Councillors to view online information and respond.
- (ii) **Community Recycling Centres:** FPC made the following response.

Felbridge Parish Council discussed your consultation on Recycling Centres and have the following comments to add to the consultation process. FPC strongly support the proposal to introduce on-site shops to allow for good quality second hand products to be sold. Aside from the clear advantage of allowing for revenue generation as opposed to cost reduction, this is an excellent way to encourage recycling and reduce landfill waste. We would ask you to note that since Felbridge is located on the border with West Sussex, there are no Surrey County Council Recycling Centres within a short drive of the village. Instead our residents use the West Sussex County Council facility at Imberhome Lane in East Grinstead.

The ability for our residents to use the facility run by a neighbouring authority is very important to our area. Bearing this in mind, we would be strongly opposed to any proposal to introduce restrictions which would exclude non-residents from using their nearest centres. If Surrey were to introduce such a system it could result in a (not unreasonable) similar response from neighbouring authorities which would cause great inconvenience to our residents and cause much longer car journeys.

(iii) **MSDC Community Infrastructure Levy:** For discussion at next meeting.

14. **CLERK'S REPORT**

- (i) **Surrey Wildlife Centre:** A letter has been received from Surrey Wildlife Centre thanking FPC for their donation of £1000 towards the cost of wood to repair the boardwalks at the Hedgecourt Reserve
- (ii) **36-38 Copthorne Road:** Following the planning application for this property (TA/2015/1575), Jeremy Clarke reported that a tree on the retention list had been removed. Clerk reported to Steve Hearn at TDC who has prepared a blanket Tree Protection Order to cover all the remaining trees on the site.

15. **ANY OTHER BUSINESS**

- (i) Jeremy Clarke formally welcomed Georgina Chapman as a councillor for Felbridge Parish Council.

15. **BUSINESS FOR NEXT MEETING**

- (i) Consultation regarding take offs and landings at Gatwick Airport.

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

The next Parish Council Meeting will be held on Thursday 5<sup>th</sup> November 2015 at 7.30pm, in the Committee Room. A Planning Meeting will be held on 15<sup>th</sup> October.

The meeting closed at approximately 9.55pm.

**Attached:** Surrey Highways Repairs List

Patricia Slatter  
Clerk to Felbridge Parish Council  
16<sup>th</sup> October 2015

Copies sent to:- all Parish Councillors, District Councillor, County Councillor, EG Courier and Observer, Felbridge School, Surrey Police, Felbridge School Governors.