



## **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 7<sup>th</sup> December 2023** **at 7.30pm in Felbridge Village Hall**

#### Present:

Cllr. Jeremy Clarke (Planning Chairman)	Cllr. Jane Groom
Cllr. Stephen Hall	Cllr. Alex Horwood
Cllr. Bridget Huntington (Chairman)	Cllr. Ian McBryde (Vice-Chairman)
Mrs. Patricia Slatter (in attendance)	

WSSC/MSDC Councillor Ian Gibson attended the public session at the start of the meeting to share comments on the two latest MSDC applications on the Felbridge border.

- APOLOGIES FOR ABSENCE**  
Apologies were received from Cllr. King, County Cllr. Steeds and District Cllr. Moore
- DISCLOSURE OF PECUNIARY AND OTHER INTERESTS**  
None in addition to those previously disclosed
- APPROVE MINUTES OF PREVIOUS MEETING**  
Minutes of the Parish Council Meeting held on Thursday 2<sup>nd</sup> November were approved and signed.
- CHAIRMAN'S REPORT**  
**Playground Upgrade** While the full grant of £72K was approved by TDC, there were concerns that drafting the agreement to enable funds to be transferred could result in a considerable delay to the project. **Agreed:** Councillors agreed to the Clerk's proposal that since the playground is on TDC land and maintained and managed by TDC, it would be appropriate for the works to be a TDC Capital Project, jointly managed by FPC, with the funds ring-fenced and the content as agreed by FPC in liaison with residents. Works needed to be progressed without delay due to deterioration of the base and equipment. **Action:** Clerk to liaise with TDC to progress asap. **Action:** Clerk and Chairman to liaise with contractor and report back.

**Beef and Faggot Trust** Cllr. Huntington attended her first meeting of the Trust having taken the role over after Cllr. Harwood's retirement and gave a brief report.

## 5. FINANCE

### (i) Receipts and Payments for November 2023

Date	To / From	Description	Amount	Current Account	Deposit Account
31 Oct		Brought Forward		£28531.70	£25197.45
		<b>Receipts</b>			
3 Nov	TDC	CIL Pixiewood/Woodpeckers		2256.12	
		<b>Total</b>		30787.82	
		<b>Payments</b>			
2 Nov	HMRC	Tax and NI October	£543.54	-543.54	
2 Nov	Clerk	Payroll October	£1206.97	-1206.97	
2 Nov	SALC	Annual Membership Fee	£772.06	-772.06	
2 Nov	WR Hazeltine	Bus Shelter Cleaning Oct	£45.00	-45.00	
9 Nov	NEST	Pension Contribution Oct	£236.55	-236.55	
		Sub-Total	£2804.12	-£2804.12	
		<b>Transfers</b>	Nil		
		Carried Forward		£27983.70	
		Bank Balances		£27983.70	£25197.45
30 Nov	Available Funds - Current a/c plus Deposit a/c			£53181.15	
30 Nov	Allocated Reserves - traffic calming £2K, bus shelter £6K, playground £15K, skateboard ramp £2k) <i>includes restricted use CIL revenue</i>			-£25000.00	
30 Nov	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£28181.15	
Current Account statement was circulated to councillors on 4 <sup>th</sup> December 2023, along with the above record of receipts and payments, for transparency and confirmation of accuracy					

#### (ii) Application For S137 Funding

Felbridge Village Hall have requested funding towards the cost of replacing worn and damaged trestle tables and chairs. **Agreed:** Councillors will consider this application at a January meeting. **Action:** Clerk to add to Agenda

#### (iii) Expenditure Approval – Replacement Bus Shelter Panels

Expenditure was approved to replace two damaged glass panels on Copthorne Road bus shelter with acrylic panels at a cost of £315 plus VAT for each panel. **Action:** Clerk to progress

#### (iv) Appointment of Internal Auditor

For the financial year 2023-24. **Approved:** Councillors approved the Clerk's recommendation that April Skies Accounting be appointed Internal Auditor for the financial year 2023-24 at a cost of £300 plus VAT. **Action:** Clerk to progress

#### (v) Community Infrastructure Levy Receipts

£2256 received in total comprising £1279 from a property off Rowplatt Lane and £977 from a property in Furnace Wood

## 6. VILLAGE MAINTENANCE

(i) Grass Cutting: Surrey Highways have provided a Purchase Order number and FPC's invoice has been submitted for their contribution towards grass cutting costs for 2023.

**Action:** Clerk to follow up

## 7. COUNTY COUNCILLOR REPORT

**Furnace Wood:** Cllr. Steeds had received a request from a neighbouring councillor for works to improve the access to Furnace Wood from the A264 eastbound.

**Surrey Highways:** Cllr. Steeds attended a meeting with Surrey Highways on 30<sup>th</sup> November along with Cllr. Clarke regarding Highways related issues associated with the latest MSDC development applications for 200 dwellings off Crawley Down Road and 550 dwellings and a retirement complex off Imberhorne Lane. Cllr. Clarke's report on the meeting is below.

**Infrastructure First:** Cllr. Steeds attended a meeting hosted by Infrastructure First on 1<sup>st</sup> December, also attended by some local councillors, regarding these two latest applications. Cllr. Steeds remains opposed to these developments without appropriate infrastructure delivery and solutions to the well documented and evidenced Highways issues in the Felbridge area.

**SCC Statement of Devolution:** Cllr. Steeds reported that a Statement of Devolution had been published regarding SCC taking over responsibility from Central Government for additional areas. Further information would be provided when available.

## 8. DISTRICT COUNCILLOR REPORT

Cllr. Moore attended the public meeting 'Policing Your Community' organised by Surrey Police.

## 9. COUNCILLORS' REPORTS/UPDATES

### **Surrey Highways Meeting with Cllr. Steeds**

Cllr Clarke had a telecon with James Lehane from Surrey Highways and County Cllr. Lesley Steeds to discuss the highways matters for MSDC application for DPD allocation SA19. The meeting was useful with Felbridge Parish Council presenting the evidence that the survey used for the latest transport assessment was influenced by road closures taking place at that date. This was reflected in the traffic volumes recorded being lower than those measured in 2018. The pros and cons of various forms of traffic calming were discussed such that FPC could consider what they would prefer to see to deliver that aspect of the scheme along Crawley Down Road. We covered the methodology that was used for the previous local applications where the modelling included all the committed housing in the future state scenarios, which has been excluded from the current modelling. FPC raised concerns about the lack of transparency as the transport consultant is sending documents direct to the CHA, so they are not visible on the MSDC Planning Portal. There is evidence that relevant documents exist but are still not in the public domain, the TDC Planning Portal has no updated transport documents despite Highways being the only material matter for its consideration. James Lehane said that he would follow this up.

**Remembrance Wreath:** Cllr. Hall has offered to lay FPC's wreath at the next Service of Remembrance at St. John's Church.

**A22 VAS:** Landowner has agreed to have vegetation cut back around the VAS.

**WSCC Signs, Rowplatt Lane:** The Clerk and WSCC Cllr. Ian Gibson have requested removal.

## 10. SURREY HIGHWAYS/RIGHTS OF WAY/TDC

### Surrey Highways

**Drains on A22:** Not yet repaired.

### TDC

**Limes Pond Fencing:** Cllr. McBryde reported that the damaged fence at the Limes Pond had still not be repaired and could be a safety risk. **Action:** Clerk to raise with TDC Officer.

SCC Rights of Way

**Footpath 286** Public Rights of Way Officer at SCC responded but did not provide information on what works could be done to improve accessibility. Confirmed that no funds were available.

**Action:** Cllr. Huntington will go back and ask again for advice on what works are needed.

**11. PLANNING****(i) Applications in Felbridge**

Considered at the Planning Meeting on 16<sup>th</sup> November

**2023/1295 Foxglove Cottage, Domewood, Copthorne RH10 3HD**

**Resolved:** Felbridge Parish Council note that the proposal is +11% on the existing built volume rather than upon the benchmark date volume. We welcome the modern design and single storey build.

**2023/1286 The Stables, Wards Farm, London Road, Felbridge RH19 2QZ**

**Resolved:** No Action

**2023/909 Purbeck, Mill Lane, Felbridge, RH19 2PE**

**Resolved:** Felbridge Parish Council have no objection to redevelopment of this site and welcome the pre-engagement with the neighbours before making an application. We are however concerned about a 2-storey house with only little gaps between it and the boundaries. We still suggest a minimum of 2m is provided on both sides of the property.

**2023/1270 Land East of Woodcock Hill, Felbridge RH19 2RD**

**Resolved:** Felbridge Parish Council objects to this application. While the volume has dropped since the previous application (2022/1656), the same principles regarding the openness of the Green Belt being adversely affected by the buildings being moved into a more open area still apply. Felbridge Parish Council considers the building in the proposed position will 'significantly impact' the openness of the Green Belt contrary to the National Planning Policy Framework, and TDC Policy DP13 (F) ostensibly because the new development is being pushed away and behind the curtilage of the existing dwellings and into the open field. FPC would prefer to see it hugging to the south boundary of the open area.

**2023/1338 Sundore, Lake View Road, Felbridge, RH19 2QF**

**Resolved:** No Action

Applications considered at the full Parish Council meeting:

**2023/1323 53 Copthorne Road, Felbridge, RH19 2PB**

**Resolved:** No Action

**2023/1341 Yerba Buena, Herons Close, Copthorne, RH10 3HF**

**Resolved:** Felbridge Parish Council object to this application to increase the size of a dwelling in the Green Belt more than 40% beyond its volume in 1968 or when first built as per TDC Planning Policy. This proposal represents a 47.8% increased volume over the 2017 planning application which in itself was significantly larger than the prior builds. It is therefore inappropriate in terms of scale within the Green Belt.

**2023/552 Applegarth, Mill Lane, Felbridge, RH19 2PE**

**Resolved:** No Action

**DM/23/0810 Land South of Crawley Down Road (Proposed 200 Dwellings on MSDC land)**

**Resolved:** A detailed response, mainly highlighting Highways issues, was agreed by all councillors for submission to MSDC and can be viewed on the FPC website.

**DM/23/2699 Land South And West Of Imberhorne Upper School, Imberhorne Lane, East Grinstead**

**Resolved:** A detailed response to this initial hybrid application was agreed by all councillors for submission to MSDC and can be viewed on the FPC website.

**(ii) Adjoining Planning which may affect Felbridge**

EG Town Council/ Worth Parish Council – Nothing which may directly affect Felbridge

(iii) **MSDC Development on Felbridge Border**

**11a Crawley Down Road (Antler Homes)**

**Obstruction:** Reports of car parking on the footpath causing an obstruction. Advised to report to Surrey Parking Enforcement

**Road Works:** Works to the site entrance have taken place but no scheduled works to the junction required as a condition of development will take place. **Action:** Clerk to monitor

**Damage to Footpath/Crossover:** Resident reported damage caused by HGVs to the pavement and crossover at the end of their driveway to Highways who have said they will not repair. Advised to contact Antler Homes and ask that their contractors assess and repair the damage.

**71 Crawley Down Road (Barratt Homes)**

Resident requested help getting the hedge at 71 Crawley Down Road cut back since it was impacting their sightline. MSDC Officer said he would ask Barratt Homes to do this work.

(iv) **Planning Appeals:** Appeal lodged for Woodcock Hill, Felbridge RH19 2RD 2022/1656

**12. CLERK'S REPORT**

**Silent Soldiers** have been removed for storage. The Limes Pond soldier could not be found.

**Vehicle Activated Sign, Crawley Down Road** Chased again with Surrey Highways who were to submit insurance claim following the damage caused during an accident in October 2022.

Additional funding required since new powered post can't support a VAS and will be followed up in April 2024 when funding released. Cllr. Steeds has also followed up.

**National Local Government Pay Award** noted that award implemented and backdated to April

**Tree Planting** Resident would like to pay to have a tree planted. TDC to advise when their Ash Dieback programme has been completed and new trees can be planted.

**Football/QEII Field** Query from dog training business who wanted permission to use part of the field on a Saturday morning. Advised that QEII fields cannot be used for commercial purposes and may be required by the Football Club on Saturdays. Referred to TDC who manage the land.

**Dog Waste Bins:** Email from resident saying that some bins needed to be emptied. Referred to TDC and provided link to report.

**Imberhorne Lane Refuse/Recycling Centre :** The Clerk has been advised that WSCC intend introducing a booking system for users in line with other locations. It was noted that the current agreement between SCC and WSCC for local Surrey residents to use the facility may be due to expire. **Action:** Clerk to raise with County Cllr. Steeds

**13. BUSINESS FOR NEXT MEETING – Third Quarter Finance Update**

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

The next full Parish Council meeting will take place on Thursday 1<sup>st</sup> February. Planning Meetings are scheduled for 21<sup>st</sup> December, 4<sup>th</sup> and 18<sup>th</sup> January.

The meeting closed at approximately 2120.

Patricia Slatter

Clerk to Felbridge Parish Council

[www.felbridge-pc.org.uk](http://www.felbridge-pc.org.uk)

