

# **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 1<sup>st</sup> February 2018** **at 7.30pm in Felbridge Village Hall.**

### Present:

Mr. Jeremy Clarke (Chairman)	Mrs. Bridget Huntington
Mrs. Joan Harwood	Mr. Brian Apps
Mr. Ian McBryde	Ms. Georgina Chapman
Mr. Ken Harwood, District Councillor	
Ms. Lesley Steed, County Councillor (attended part of the meeting)	
Mr. Alan Woodroffe (in attendance)	
Mrs. Patricia Slatter (in attendance)	

1. **APOLOGIES FOR ABSENCE** were received from Mrs. Linda Hainge

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

There were no additions to those already disclosed.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on Thursday 7<sup>th</sup> December 2017 were approved and signed.

4. **ONGOING ITEMS**

(i) **Community Consultation:**

Transport/Environment and Green Issues: –

(ii) Welcome to Felbridge White Gates: Georgina Chapman has now ordered the gates and SCC have said they will be installed before end March. **Action:** Clerk to monitor.

(iii) Gullege Bridleway: Nothing new to report.

(ii) **Leisure and Health Actions:-**

Nothing new to report.

(iii) **Hub Project:**

(i) **Future of Hub Project:** TDC are working on the grass cutting contracts and will advise parish councils when further information is available.

## 5. FINANCE

<b>RECEIPTS AND PAYMENTS DECEMBER 2017 &amp; JANUARY 2018</b>					
<b>RECEIPTS FROM</b>					
DATE		DETAILS			TOTAL £
31.01.18	Nil				0.00
TOTAL					0.00
<b>PAYMENTS TO</b>					
DATE		DETAILS	CHQ		TOTAL £
08.12.17	P Slatter	Clerk's Salary & Allowance December	102		524.32
"	HMRC	Clerk's Tax December	103		131.08
"	Brian Wright	Bus shelter cleaning November	104		38.00
"	P Slatter	Clerk's Expenses November	105		22.89
"	P Slatter	Clerk's Salary & Allowance January	106		524.32
"	HMRC	Clerk's Tax January	107		131.08
"	Brian Wright	Bus shelter cleaning December	108		38.00
21.12.17	Gladson UK Limited	Replacement 44 Bollards	109		2151.60
TOTAL					3561.29
<b>SUMMARY 31.01.18</b>					
	Lloyds Bank - Current Account				11065.92
	Lloyds Bank - Business Reserve				20010.49
	Less outstanding cheques				
	<b>TOTAL BALANCES</b>				31076.41
	Less reserves for traffic calming, new bus shelter, playground re-surface footpath clearance				-12000.00
	<b>AVAILABLE FUNDS</b>				19076.41

(ii) **Section 137 Payments:** A request was received from the Village Hall Committee asking that the Parish Council fund the cost of a replacement disabled toilet. **Agreed:** FPC are only able to provide funding where the applicant has insufficient funds to cover the project themselves. Since the new toilet has been installed FPC are unable to assist on this occasion but would welcome future requests for payment which meet the application criteria.

## 6. COUNCILLORS' FEEDBACK

- (i) **Bollards Outside Village Hall:** 44 bollards have now been installed and feedback from residents has been positive. **Agreed:** It was agreed to order a further 23 bollards to replace all the older wooden ones. **Action:** Clerk to place order and arrange installation.
- (ii) **Gate by Birch Grove:** Awaiting three quotes. **Action:** Jeremy Clarke to report back.
- (iii) **Road Barriers at The Star:** The barriers do not belong to Surrey Highways but they said they would pick them up for disposal when next in the village. Georgina Chapman has offered to dispose of them if Highways do not respond soon. **Action:** Clerk to monitor.
- (iv) **Wates Planning Application Crawley Down Road:** Mid Sussex District Council have approved this application for sixth-seven new properties on the Felbridge border. Permission for the access from Surrey Highways/Tandridge District Council has not yet been agreed.
- (v) **FPC Request for Funding from Proposed Wates Development:** Chief Planning Officer for TDC wrote to MSDC Planning asking that a request for funding from FPC be added to the application prior to consideration. This was to refurbish the playground and resurface the Gullege bridleway. Although the properties would be built on MSDC land, the residents would use FPC infrastructure and facilities. MSDC declined this request stating that they had approved the application before they were able to consider FPC's request. **Action:** Clerk to work with other Parish Councils who share a border with MSDC to negotiate an agreement on future applications on land bordering Surrey Parish Councils.

- (vi) **New Data Protection Regulations:** The Clerk attended a training course on 30<sup>th</sup> January run by SALC. There are actions which need to be taken to ensure that FPC are compliant by June including new email addresses for councillors; setting up a shared document facility; new software; disposing of old paperwork, deleting older emails and appointing a Data Protection Officer. **Action:** Clerk to progress.
- (vii) **Right Turn at Felbridge Lights:** Filter lane is now working when three or more vehicles are waiting to turn right.
- (viii) **Advertising Board on A264:** There were complaints received about a board which was blocking the newly cleared footpaths. **Action:** Clerk to contact owner
- (ix) **Water Fountain for Felbridge:** Bridget Huntington suggested that to support efforts to reduce plastic waste, FPC should investigate providing a water fountain near to the school/village hall grounds. **Action:** Clerk to contact Sutton & East Surrey Water
- (x) **Accident on A22:** Georgina Chapman wished to pass on her thanks to Surrey Police for the efficient and compassionate manner in which they handled this situation. She has already written to the local police inspector.
- (xi) **Cycle Marking:** Ian McBryde has suggested that Neighbourhood Watch organise a cycle security marking session at On Your Bike in Felbridge. **Action:** Ian McBryde to report back.
- (xii) **Delaire Development:** Complaints were received about mud from this site being spread on to the surrounding roads and creating a hazard. **Action:** Clerk to write to developer.
- (xiii) **Cross Boundary Development:** Jeremy Clarke and Ken Harwood had a very useful meeting at TDC to discuss development and Highways issues particularly relating to the number of MSDC approved applications on the village border and the resulting impact on Felbridge. At the end of 2017, there were over 1,800 approved local dwellings in MSDC that had not been completed that will add to the local congestion, and there is also the Forge Wood approved (and started) development in Crawley Borough which eventually will total 2,600 dwellings. The Traffic Assessments being submitted to support our local applications are contradictory making it difficult to ascertain what the real current situation is and thus what the future impacts are.
- (xiv) **TDC CIL Expenditure:** Ken Harwood reported that a new working group had been set up to decide which projects would receive funding from CIL revenue paid to the District Council. This was likely to focus on larger projects relating to highways, infrastructure and facilities.

## 7. **CIL REVENUE AND EXPENDITURE:**

- (i) **Village Maintenance:** Contractor has cleared footpaths on Copthorne and Crawley Down Roads. The response from residents has been positive. Road signs have also been cleaned. Since SCC will not be able to cover the cost of clearing the footpaths on the A22, FPC will cover the cost. **Action:** Ian McBryde and Bridget Huntington to create a map for contractors. **Action:** Clerk to obtain costing.
- (ii) **Suggested Improvements - Footpath:** Linda Hainge suggested that an all-weather path with lighting be created from the Copthorne Road through the woods to the rear of the Village Hall. Clerk has asked SCC for costs and timings. **Action:** Clerk to follow up.
- (iii) **Suggested Improvements – Playground:** Bridget Huntington has circulated options for new playground equipment and has identified a range for swings and swing boats including an accessible swing. Agreed: Since other options may be available to cover these costs no action will be taken in the immediate future. **Action:** Clerk to monitor.
- (iv) **4a Rowplatt Lane:** TDC have confirmed that a CIL payment will be due on this development.

8. **SURREY HIGHWAYS:**

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke is awaiting a date for his requested meeting with MP Sam Gymiah.
- (ii) **Vehicle Activated Sign on Copthorne Road:** Broken sign scheduled for repair in April. **Action:** Clerk to monitor.
- (iii) **Mill Lane Resurfacing Works:** Following a site meeting between SCC and the contractor, it is now agreed that these works need to be redone. **Action:** Joan Harwood and Lesley Steeds to monitor.
- (iv) **Developer/Contractor Vehicle Parking on Crawley Down Road** Surrey Highways are consulting with residents living near the junction of the A264 and Crawley Down Road regarding installing double yellow lines to avoid obstruction caused by vehicles parking too close to the junction. **Action:** Clerk to monitor.
- (v) **Potholes:** Lesley Steeds has visited both Copthorne Road and Crawley Down Road with the Highways Officer. She reported that only a few of the many potholes along these two road meet Surrey Highways' criteria for repair, i.e. are deeper than 4cm. The others will remain on the Outstanding Highways list. **Action:** Clerk to monitor

9. **PLANNING**(i) **Applications Considered**

The following application was considered at the Planning Meeting held on Thursday 21st December attended by Joan Harwood, Linda Hainge, Bridget Huntington, Ian McBryde, Georgina Chapman and Jeremy Clarke. Jeremy Clarke declared an interest in TA/2017/2441 and did not take part in the discussion or decision taken on that application.

**TA/2017/2414 Applegarth, Mill Lane, Felbridge, RH19 2PE** Demolition of existing conservatory and outbuilding. Erection of single storey side extension.

**Resolved: No Action**

**TA/2017/2441 Stonecroft, 58, Copthorne Road, Felbridge, RH19 2NU** Demolition of existing shed. Erection of detached outbuilding incorporating sedum roof to north of dwelling.

**Resolved: No Action**

The following applications were considered by Parish Councillors Ian McBryde, Joan Harwood, Jeremy Clarke, Bridget Huntington and Brian Apps by 21<sup>st</sup> January.

**TA/2017/2503 Birchwood, Heather Way, Felbridge, RH19 2RF** Erection of detached garage. (Certificate of Lawfulness for an Existing Development)

**Resolved: No action**

The following application was considered at the Parish Council meeting on 1<sup>st</sup> February.

**TA/2017/2575: Carousel, Heron's Close, Copthorne, RH10 3HF** Demolition of existing property and garage and erection of 1 x detached two storey house.

**Resolved: No action**

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

A further application has been submitted to MSDC for land at Gibbshaven Farm. The application will be discussed at the next Parish Council meeting.

10. **CLERK'S REPORT**

- (i) **Contractor Parking on Cophorne Road**: Vehicles are now being parked in Rowplatt Lane instead.
- (ii) **Funding Application for Scanner**: The Clerk has submitted an application to the Transparency fund to cover the cost of a scanner.
- (iii) **Footpath Clearance**: Emails have been received from residents thanking the Parish Council for clearing footpaths and making them accessible again for the first time in several years.

11. **CONSULTATIONS**

- (i) **Tandridge District Council Local Plan - Garden Village Consultation**: Consultation period has now closed. **Action**: Clerk to monitor and report back when further information is available.
- (ii) **Surrey County Council: Surrey Waste Local Plan: Agreed**: As the plan focuses on sites some distance from Felbridge, comments from FPC would not be relevant.

12. **BUSINESS FOR NEXT MEETING**

Speaker for the Annual Parish Meeting.

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

The next Parish Council Meeting will be held on Thursday 1<sup>st</sup> March at 7.30pm, in the Committee Room. A Planning Meeting is scheduled for Thursday 15<sup>th</sup> February at 7.00pm

The meeting closed at approximately 10.25pm.

Patricia Slatter  
Clerk to Felbridge Parish Council

Copies to:- Parish Councillors, District Councillor, County Councillor, Felbridge School, Surrey Police

