



FELBRIDGE PARISH COUNCIL

Meetings are held on the first Thursday of each month (except January and August)
at 7.30pm in Felbridge Village Hall

Minutes of the Felbridge Parish Council Meeting held on 7th March 2026 at 7.30pm in the Committee Room at Felbridge Village Hall

Present:

Cllr. Jeremy Clarke (Planning Chairman)
Cllr. Jane Groom
Cllr. Stephen Hall (Chairman)
Cllr. Nigel Lea
Cllr. Ian McBryde

In attendance:

County & District Cllr. Lesley Steeds
District Cllr. Nicholas White
Mrs. Patricia Slatter (Clerk)

One member of the public was in attendance

1. **APOLOGIES FOR ABSENCE**

Cllr. Bridget Huntington, Cllr. Alex Horwood

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

None which have not previously been disclosed

3. **APPROVE MINUTES OF PREVIOUS MEETING**

Minutes of the Parish Council Meeting held on Thursday 5 February were approved and signed.

4. **CHAIRMAN'S REPORT**

Report was submitted to Southern Water regarding the flooding between Doves Barn and Furnace Wood on the A264 Copthorne Road resulting in standing water on the carriageway. Initial response from Southern Water was that it was the responsibility of SES Water.

5. FINANCE

(i) Receipts and Payments for February 2026

Date	To / From	Description	Amount	Current Account	Deposit Account
31 Jan		Brought Forward		£7122.08	£47913.29
		Receipts	0.00	0	
		Transfers	0.00	0	
		Payments			
2 Feb	Payroll	Salary x 2 + HMRC	£3042.46	-3042.46	
6 Feb	VCS Consultancy	Payroll Management	£360.00	-360.00	
6 Feb	WRH	Bus Shelter Cleaning	£45.00	-45.00	
6 Feb	Clerk	ICO Registration	£52.00	-52.00	
9 Feb	NEST	Pension Contribution	£232.36	-232.36	
28 Feb	Unity Trust Bank	Monthly Fee	£6.00	-6.00	
		Total Payments	£3737.82	-3737.82	
		Bank Balances		£3384.26	47913.29
28 Feb	Available Funds - Current a/c plus Deposit a/c			£51297.55	
28 Feb	Allocated Reserves (includes restricted expenditure CIL funding) - Community Funding £2.4K; Traffic Calming £10K			-£12400.00	
28 Feb	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£38897.55	
Current and Deposit Account statements circulated to councillors on 3 March 2026, along with the record of receipts and payments, for transparency and confirmation of accuracy					

(ii) **BACS** – Budgeted and approved payments processed.

(iii) **Grant Request: Expenditure Approval** : Approval was approved for a grant of £500 for St. Catherine's Hospice. **Action:** Clerk to progress

(iv) **New Noticeboard: Resolved: Expenditure Approval:** Expenditure was approved for up to £550 for a new noticeboard to be positioned initially on the wooden bus shelter on Crawley Down Road. **Action:** Clerk to place order. **Action:** Cllr. Lea has committed to manage the noticeboard and content in line with the updated Media & Communications policy.

(v) **Internal Audit:** Scheduled for late April by Mulberry Local Government Services

6. VILLAGE MAINTENANCE

(i) **Highways Grass Verge Cutting:** First Urban Cut took place at the start of March.

7. COUNTY/DISTRICT COUNCILLOR REPORT

Unitary Authority Preparations: Cllr. Steeds is a member of the group working on the process to transfer duties and powers from Surrey CC and Tandridge DC to the East Surrey Unitary Authority. This includes scrutinising procedures and planning for the transfer.

Vehicle Activated Sign, Crawley Down Road: Cllr. Steeds noted that this equipment currently owned by SCC will need to be included in the handover to the East Surrey Authority.

VAS Copthorne Road: Cllr. Steeds to contact SCC regarding a replacement for the VAS on the Copthorne Road which no longer works.

8. DISTRICT COUNCILLOR REPORTS

Dormer Cottage Site: Councillors raised concerns regarding the Dormer Cottage site on the A22 which had been cleared of all vegetation in breach of planning permission. FPC were last updated in November when the officer was awaiting documents to support a new planning application due end December. **Action: Cllr. White** to follow up with the planning officer.

Felbridge Playground Base: FPC have been waiting since September for TDC to arrange for repairs to the playground base. Damage was caused when weeds were left to grow under the base creating a void which needs to be filled. FPC have already advised TDC that it is essential that a specialist repair is carried out. Their suggestion that two operatives make the repair was unacceptable since it would compromise the integrity of the base and impact the warranty. There had been no response from TDC. **Action: Cllr. White** to follow up with TDC.

9. COUNCILLORS' REPORTS/UPDATES

Fallen Tree on Copthorne Road: Reported by Cllr. Lea and promptly removed.

Speedwatch: Cllr. Hall reported that an application had been submitted for another location on the Copthorne Road.

10. SURREY HIGHWAYS/RIGHTS OF WAY/TDC MAINTENANCE REPORTS

Highways

Pothole at Oak Farm Place – previous repair has failed

Potholes on A22 and Copthorne Road filled under temporary lights

Flooding on A264 Doves Barn to Furnace Wood also obstructing the footpath alongside

A22 Damaged and Diseased Trees – have been removed or cut back

TDC

Crawley Down Road Tree Officer and colleague again visited the Common Land verges facing the David Wilson Homes site to stop mechanical diggers operating on the verges close to the Evelyn Chestnut Trees. Contractors have been told that they must not dig on the verges without permission.

FPC have written to Surrey Highways and asked that they make it clear that any permits for work in the Crawley Down Road area are for the road only. The grass verges are Common Land so not covered by any Highways permits.

11. PLANNING

(i) Applications considered at the meeting:

2025/1449 Golards Farm House, Eastbourne Road, Newchapel, Surrey, RH7 6HL

Resolved: Felbridge Parish Council object to this application. We are concerned that the design is inappropriate for the scale of the existing building and stylistically seems very different to the neighbouring properties. But more importantly, it represents a 30% increase over the existing volume in the Green Belt. Policy puts the baseline date at December 1968 and the OS Map from 1963 shows that the building was much smaller in the 1960s compared to now. Therefore, we feel that the volume calculation when redone for the correct baseline will show a disproportionate increase in size.

2026/122 Beechwood, 11 Crawley Down Road, Felbridge, Surrey, RH19 2NT

Resolved: Felbridge Parish Council object this application. We believe that the siting of the garage is too close to the road in front of the buildings. To the east of Sindon Heath the buildings are set well back from the carriageway and there are no other buildings in their front curtilage. The site does not slope to any significant degree which would hide the height of this building so close to the carriageway. We believe it is contrary to Policy DP7 Part 2 in that it is not in keeping with the existing street scape. We feel that building in the frontage of this property would have an impact on the openness of the Village Green as a landscape. If TDC were minded to approve this application, then we would ask that the vegetative screening becomes a planning condition.

2026/190/TPO 5 Evelyn Close, Felbridge, Surrey RH19 2PL

Felbridge Parish Council were unable to consider this application since insufficient information had been provided to enable an informed response.

(ii) Adjoining Planning which may affect Felbridge EGTC: Imberhorne Development; Requests for road closure suggests that works may be scheduled to start in May.

(iii) Planning Enforcement

2025/781 Dormer Cottage, Woodcock Hill, Felbridge, Surrey, RH19 2RD Planning Officer has again been asked for an update.

(iv) MSDC Development on Felbridge Border Major issues at end of February with the site at No. 71 including multiple HGVs queuing on Crawley Down Road; one HGV offloading a delivery of bricks on the roadside; permitted working hours being breached, wheel washing and road cleaning not being carried out; HGVs using Rowplatt Lane and disruption for drivers due to poor vehicle management at the site entrance, Clerk has now established contact with developers and has met with the two site managers. They acknowledged the issues and made a commitment to take action to stop further breaches. To be monitored.

12. CLERK'S REPORT

Crawley Down Road Developments: Majority of correspondence relating to issues from No. 71 **Developer Site Manager Meetings:** Clerk has met the Site Managers for both No. 71 and No. 123 who took up their posts in late February. Both have been made aware of the multiple breaches of the Construction Management Plans on both sites. They have committed to working within the restrictions and provided contact information. Regular meetings will take place to address ongoing issues as the developments progress. The show home at the No. 71 site is scheduled to open in late April and both sites are working to a timetable for occupation to start within 12 months.

TDC Football Field Funding: A request was made by a TDC Project Manager for FPC to donate funds and apply for further funds to deliver improvements to the football field so TDC could lease it for football. Advised that FPC have no funds budgeted for this purpose: it is a QEII Field in Trust which would restrict the ability to lease the land and that S106 funding from the neighbouring developments have been allocated for Sports which could include drainage works to the field.

Annual Village Meeting: Thursday 9 April from 6.00pm. The agenda has been issued by the Chairman and promotion started. It was noted that the date falls within the Pre-Election Period for the East Surrey Unitary Authority elections. While some candidates may wish to attend, as the purpose of the meeting is to allow Felbridge residents to discuss local issues, campaigning by candidates will not be permitted.

Crawley Down Road: Surrey Highways have published the formal notice that double yellow lines will be put in place facing Mortain Road. No dates have yet been set.

HGVs Rowplatt Lane: Emails sent to three companies whose HGV drivers were regularly using Rowplatt Lane to access the development sites and Site Managers made aware. All three have so far complied. .

Temporary Toilet Hire: Approved: It was agreed to provide the facility again this year between April and October. **Action:** Clerk to progress.

S106 Funding from Crawley Down Road Developments: Agreed. Clerk to write to the Deputy Chief Executive of TDC regarding the funding which FPC have secured for Felbridge to clarify that the funds are to be allocated for improvements to Felbridge facilities and infrastructure.

Media and Communications Policy: Approved: Updated policy to include use of new noticeboard.

13. BUSINESS FOR NEXT MEETING

Nothing new to add

14. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

The next meeting will take place on Thursday 2nd April. A planning meeting is scheduled for Thursday 19th March.

The meeting closed at approximately 2040..

Patricia Slatter
Clerk to Felbridge Parish Council
www.felbridge-pc.org.uk

