



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 online on 6th May 2021 at 7.30 pm

As permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392, the meeting of Felbridge Parish Council which took place on 6th May at 7.30pm was held online.

Present:

Cllr. Georgina Chapman (Chairman)
Cllr. Ian McBryde (Vice Chairman)
Mrs. Patricia Slatter (in attendance)

Cllr. Jeremy Clarke
Cllr. Bridget Huntington

Two members of the public attended to address councillors regarding planning application 2021/412 and remained until the relevant application had been discussed and a resolution agreed.

Louise Williams from Surrey Community Action attended part of the meeting to explain their role and answer questions on their proposed housing survey for Felbridge

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Joan Harwood, Councillor Jo King and Councillor Alex Horwood.

2. DISCLOSURE OF PECUNIARY AND OTHER INTERESTS

No additions to those already registered.

3. APPROVE MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting held on Thursday 1st April were approved and signed.

4. CHAIRMAN'S REPORT

(i) Claire Coutinho MP has not yet responded to an invitation to attend a meeting of Felbridge Parish Council. **Action:** Clerk to follow up.

(ii) As no response had been received from the Leader of Mid Sussex District Council regarding MSDC's failure to allocate any development infrastructure funding to support Felbridge facilities, Cllr. Chapman sent a follow up email. The reply was that a response would be sent in due course.

Action: Chairman to monitor and report back.

5. FINANCE

(i) Receipts and Payments for April 2021

Date	To / From	Description	Amount	Current Account	Deposit Account
1 Apr		Brought Forward		£19362.94	25042.07
		Receipts			
		Payments			
6 Apr	Wright	Bus Shelter Cleaning	£45.00	-£45.00	
6 Apr	HMRC	Tax & National Insurance March	£373.46	-£373.46	
6 Apr	Nick Dance	Pavement Clearance March	£456.00	-£456.00	
6 Apr	SLCC	Annual Membership Fee	£166.00	-£166.00	
6 Apr	Surrey ALC	Annual Membership Fee	£738.70	-£738.70	
9 Apr	NEST	Pension Contribution	£204.99	-£204.99	
		Sub-Total	£1984.15	-£1984.15	
		Transfers	Nil		
		Carried Forward		£17378.79	£25,042.07
		Less Unbanked Transactions		0.00	
		Bank Balances including unbanked transactions		£17378.79	£25,042.07
30 Apr	Available Funds - Current a/c plus Deposit a/c			£42420.86	
30 Apr	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
30 Apr	General Reserve (Available Funds minus Allocated Reserves)			£16420.86	
Current Account and Deposit Account Bank statements were circulated to councillors on 3 rd May 2021 along with the above record of receipts and payments for transparency and confirmation of accuracy					

(ii) Approval of the Annual Governance Statement 2020-2021

Resolved: The Annual Governance Statement was approved by councillors and signed by the Clerk and the Chairman.

(iii) Approval of the Accounts Statement and Annual Return 2020-2021

Resolved: The Accounts Statement and Annual Return was signed by the Clerk/Responsible Financial Officer and was approved by councillors and signed by the Chairman.

(iv) Annual Internal Audit

The Annual Audit has been completed with no issues raised. **Action:** Clerk to prepare accounts for External Audit.

(v) Year End Finance Report

Resolved: Councillors approved the year end finance report

(vi) Application for S137 Funding

A request for funding was received from Kent, Surrey and Sussex Air Ambulance. **Resolved:** Councillors approved a donation of £300. **Action:** Clerk to progress

(vii) Approval of Funding for a Memorial Bench

Resolved: Funding of up to £1.2K was approved for a bench in the grounds of Felbridge Village Hall in memory of late Parish and District Councillor Ken Harwood. **Action:** Clerk to progress.

(viii) Approval of Funding for Outdoor Table Tennis Table

Resolved: Approval was given for expenditure of £2700 to provide an outdoor table tennis table and base to be located in the grounds of Felbridge Village Hall. **Action:** Clerk to order through Tandridge District Council.

(vi) **Banking: Current Account:** Four councillors have now submitted their personal details to the Clerk so they can be made authorised signatories on the new Unity Trust Bank Account. **Action:** Clerk to progress.

6. VILLAGE MAINTENANCE

- (i) **Grass Cutting:** First grass cut took place on 13th April. Second scheduled for late May/early June **Action:** Clerk to liaise with contractor.
- (ii) **Wild Meadow Flowers on Village Green:** **Resolved:** It was agreed by all councillors that a section of Felbridge Village Green could be set aside for wild meadow flowers as proposed by TDC. **Action:** Clerk to liaise with the Parks and Countryside team.

7. COUNCILLORS' REPORTS/UPDATES

Nothing new to report

8. SURREY HIGHWAYS:

- (i) **Potholes.** Several have been filled on the Copthorne Road at the junctions with Crawley Down Road and Furnace Wood. Others have been marked for in need to filling. An updated list of outstanding repairs has been posted to the website.
- (ii) **Proposal to replace damaged stiles on Footpath 257B**
The Clerk now has contact details for the owner of the land alongside which the footpath is located. **Action:** Clerk to seek permission from the landowner for damaged stiles to be replaced with 'kissing gates' and ask for a financial contribution towards the cost.

9. PLANNING

(i) Applications in Felbridge

2021/521 Ferndale, Domewood, Copthorne, RH10 3HD

Resolved: No Action

2021/412 Land at Pixiewood Farm, Rowplatt Lane, Felbridge, RH19 2PA

Resolved: Felbridge Parish Council are concerned about the erosion of open amenity space which could potentially be further eroded in future. Tandridge District Council are asked to secure the remaining amenity space in perpetuity. While not a specific planning matter, officers' attention is drawn to the congestion created on Rowplatt Lane during earlier construction since the narrow access prevents HGVs from unloading on site. A detailed CTMP is required to address this matter.

2021/568 Derry Beg, Domewood, Copthorne, Crawley, Surrey, RH10 3HD

Resolved: No Action

2021/626 Snowhill Business Centre, Snow Hill, RH10 3EZ (CLPUD)

Resolved: No Action

2021/687 Pendinas, Herons Lea, Copthorne, RH10 3HE (CLPUD)

Resolved: This application has failed to provide the documented evidence to support that the proposal meets the permitted development requirements.

(ii) Applications Received by Neighbouring Authorities

None which directly affect Felbridge

(iii) Application for Works to Common Land on Crawley Down Road

Resolved: Felbridge Parish Council have no objection to the works to install four street lights on the Common Land grass verge facing the Vanderbilt site as required by Surrey Highways on safety grounds.

(iv) Planning Enforcement

An officer has said that a site visit has been made to the site on Copthorne Road (previously referred to as the Southern Water Compound) where works have been taking place without planning permission. **Action:** Clerk to monitor and report back.

10. CONSULTATIONS

(i) MSDC DPD Site Allocations – SA19 site, Crawley Down Road

The Inspector has asked for further comments to be made regarding the content and manner in which the consultation was conducted. **Action:** Clerk to submit agreed comments.

11. MID SUSSEX DISTRICT COUNCIL DEVELOPMENTS IN FELBRIDGE

Nothing new to report.

12. PROPOSED HOUSING SURVEY

A representative from Surrey Community Action joined the meeting to provide information and answer questions regarding their proposed survey. It was confirmed that the survey was being conducted and part funded by a developer intending to build 'affordable homes' on a Green Belt site near the Star Junction after an application for market housing on the same site was refused.

Resolved: Felbridge Parish Council cannot support a housing survey which is being driven by a developer who is openly seeking a way in which to enable building on the Green Belt through Rural Exception particularly since the developer has stated their intention to submit a planning application in the summer which implies predetermination of the housing survey results. **Action:** Clerk to submit formal response including a request that residents should be made aware that the survey is developer led and relates to a specific Green Belt site; that the same developer had a previous application and appeal for nine detached houses on the same site refused and that the survey content may not be made available to Felbridge Parish Council or Tandridge District Council since it is being part-funded by the developer. The data used in the FAQs should accurately reflect prices for smaller houses and flats in the wider Felbridge area and show the average over three years; it should be noted that affordable housing is included in the MSDC developments comprising 121 dwellings a short distance from the Star Junction. It was noted that in a previous affordable housing application on a nearby site also by a developer who had previously had an application for market houses refused, the Planning Inspectorate commented that Felbridge residents had stated that they did not want building in the Green Belt and criticised that survey for failing to disclose that information. Felbridge Parish Council believe that a housing survey conducted from the ground up in a timely manner to ascertain need would provide useful information both at Parish and District level. However, as the purpose of this particular survey appears to be to enable a developer to build on Green Belt land, it serves the developer's interests rather than the needs of Felbridge residents.

13. CLERK'S REPORT

(i) **Correspondence:**

Report of fly tipping in Village Hall woods but on investigation nothing could be found.

Request from a resident for a pedestrian crossing at the Star Junction. They have approached Surrey Highways and will advise once a response has been received.

Query regarding reinstatement of the verge on Crawley Down Road following BT works.

Complaints received regarding noise from the MSDC developments outside permitted hours.

(ii) **Administration:**

Tree Felling in Village Hall Woods

Several mature trees were felled at the request of a surveyor at Tandridge District Council. The reason was to protect other older trees and generally manage the site. The surveyor has agreed to advise Felbridge Parish Council in advance of any future works.

East Grinstead Museum Survey

Residents are asked to complete their online survey <https://www.surveymonkey.co.uk/r/N98NGGP>

14. BUSINESS FOR NEXT MEETING

Nothing new to add.

15. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

A full Parish Council meeting is scheduled to take place on Thursday 3rd June 2021 and a planning meeting is scheduled for Thursday 20th May. The regulations permitting online meetings expire on 7th May and the guidelines allowing Felbridge Village Hall to re-open do not come into force until 21st June. Therefore, the format for meetings scheduled between 7th May and 21st June is subject to confirmation. The full meeting of Felbridge Parish Council scheduled for 1st July is due to take place in Felbridge Village Hall.

The meeting closed at approximately 2130.

Patricia Slatter
Clerk to Felbridge Parish Council

