



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 5th February 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. Alex Horwood
Cllr. Nigel Lea
Cllr. Ian McBryde

In attendance:

County & District Councillor Lesley Steeds
District Cllr. Nicholas White
District Councillor Nicola O'Riordan
Mrs. Patricia Slatter (Clerk)

1. **APOLOGIES FOR ABSENCE**

Cllr. Bridget Huntington

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 4 December were approved and signed.

4. **CHAIRMAN'S REPORT**

Nothing new to report

5. FINANCE

(i) Receipts and Payments for December 2025 and January 2026

Date	To / From	Description	Amount	Current Account	Deposit Account
30 Nov		Brought Forward		£12800.62	£47694.83
		Receipts	0.00	0	
		Deposit a/c interest			£218.46
		Transfers	0.00	0	
		Payments			
5 Dec	Hugo Fox	Website Hosting Fee	143.86	-143.86	
5 Dec	Nick Dance	Veg Clearance/Base Repair	£492.00	-492.00	
5 Dec	WRH	Bus Shelter Cleaning	£45.00	-45.00	
9 Dec	NEST	Pension Contribution	£232.36	-232.36	
16 Dec	Holtye Windows	Replacement Bus Shelter Panels x 2	£924.00	-924.00	
31 Dec	Unity Trust Bank	Monthly Fee	£6.00	-6.00	
	Payroll	Payroll Nov and Dec (excludes Dec HMRC)	£3042.66	-3042.66	
		Total Payments	£4885.88	-4885.88	
		Bank Balances		£7914.74	47913.29
31 Dec	Available Funds - Current a/c plus Deposit a/c			£55828.03	
31 Dec	Allocated Reserves (includes restricted expenditure CIL funding) - Community Funding £2.4K; Playground Fence/Path £5K; Traffic Calming £5K			-£12400.00	
31 Dec	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£43428.03	
Current and Deposit Account statements circulated to councillors on 3 February 2026, along with the record of receipts and payments, for transparency and confirmation of accuracy					

Date	To / From	Description	Amount	Current Account	Deposit Account
31 Dec		Brought Forward		£7914.74	£47913.29
		Receipts	0.00	0	
		Transfers	0.00	0	
		Payments			
8 Jan	WRH	Bus Shelter Cleaning	£45.00	-45.00	
8 Jan	HMRC	Tax & NI Jan	£509.30	-509.30	
9 Jan	NEST	Pension Contribution	£232.36	-232.36	
31 Jan	Unity Trust Bank	Monthly Fee	£6.00	-6.00	
		Total Payments	£792.66	-792.66	
		Bank Balances		£7122.08	47913.29
31 Jan	Available Funds - Current a/c plus Deposit a/c			£55035.37	
31 Jan	Allocated Reserves (includes restricted expenditure CIL funding) - Community Funding £2.4K; Playground Fence/Path £5K; Traffic Calming £5K			-£12400.00	
31 Jan	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£42635.37	
Current and Deposit Account statements circulated to councillors on 3 February 2026, along with the record of receipts and payments, for transparency and confirmation of accuracy					

(ii) **BACS** – Budgeted and approved payments processed. Payroll payment date amended to 27th of month to ensure it can be included in the month end financial records.

(iii) **New Noticeboard: Resolved:** Councillors agreed to progress subject to suitable cost effective method of fixing being available. **Action:** Clerk to liaise with agreed supplier and report back.

(iii) **Bank Fees:** Bank account monthly fee rises from £6 to £7 per month from February

(iv) **Third Quarter Finance Review:** Noted

6. VILLAGE MAINTENANCE

(i) **Highways Grass Verge Cutting:** First Urban Cut scheduled for March with Rural Cut in August.

7. COUNTY/DISTRICT COUNCILLOR REPORT

Cllr. Steeds: Rowplatt Lane – Surrey Highways have now replied to say that due to the Local Government Reorganising affecting Surrey, no new projects will be progressed until after May 2026 when the new Unitary Authority for East Surrey is established. The project remains on the list of requested works and will be followed up.

SCC Budget: 4.99% increase approved to meet the additional costs mostly from Adult and Child Services. **Pothole Reports:** Cllr. Steeds is encouraging residents to report potholes using the FixMyStreet site which has proved effective.

8. DISTRICT COUNCILLOR REPORTS

Cllr White TDC had provided information about a Community Engagement event with Surrey Police and a representative from the Police and Crime Commissioners office at Haskins Garden Centre.

Plans for the Unitary Authority are progressing ahead of elections on 7th May.

Cllr. O’Riordan Nothing new to report

9. COUNCILLORS’ REPORTS/UPDATES

Road Signs: Cllr. Lea has reported to FixMyStreet that many road signs in Felbridge to be cleaned.

Gullege Bridleway: Cllr. Horwood reported that the damaged to the section of the bridleway by Felbridge Water had further deteriorated. He noted that WSCC Cllr. Gibson had said that a temporary repair would be delivered by the end of March in advance of developer funds being used to rebuilt the bridleway.

Speedwatch: Cllr. Hall reported that from 23 April-31 December, 242 vehicles were detected driving in excess of the speed limit and 198 letters sent.

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

TDC Drainage Ditch along Crawley Down Road: Officer has visited and confirms that TDC will de-silt the ditch late summer/early autumn and it is planned to re-instate the annual autumnal removal of leaves from the Crawley Down road verge to help keep the drainage ditch in good condition.

Playground – Damaged Base Repairs: Ongoing delays because TDC were waiting for specialist contractor to be working in the area. Officer now saying that repairs will be made by TDC operatives. **Resolved:** Clerk to respond that the damage was caused because TDC failed to remove weeds before the base was laid. It is essential that any works are carried out by suitably qualified contractors (such as Kompan) and that there is confirmation that the warranty will not be impacted. FPC are being expected to take over responsibility for the playground so require TDC to ensure it is properly repaired.

Overgrown Hedges on Crawley Down Road Have now been cut.

Damaged Verges on Crawley Down Road TDC Officer has visited to assess the damage to the verges. The developer will be required to reinstate the verges once the weather improves.

Surrey Highways

Crossing by School: Complete refurbishment crossing on Copthorne Road scheduled February Half-Term.

11. PLANNING

(i) **Applications in Felbridge** considered at Planning Meeting which took place on 22 January

2025/1361 Perry Farm, Leonards Turf Farms, West Park Road, Newchapel, RH7 6HT

Resolved: Felbridge Parish Council are concerned about the impact on the openness of the Green Belt in this area and in particular the open land at the rear of the site which forms a continuous green area with neighbouring properties. Google Earth has a number of snapshots from 1999 to 2025 and none of these show anything other than a couple of vehicles within the application area, we believe this should be the benchmark against which the proposed intensification of this site is measured. The proposed use of the site is not an agricultural business within the Green Belt which was the former use and this should count negatively in the assessment as non-agricultural use would be better located as part of a light industrialised area (of which there are several within a few miles) rather than in an isolated rural location.

We believe that increasing from 'a couple of vehicles on-site' to 32 cars and 9 HGVs would be a visual intrusion and detrimental to the openness of the Green Belt. We are particularly concerned about HGVs parked in the 3 bays within yard 3 as these are directly against the open green land and are therefore most likely to impact upon its openness, they would also be poorly screened. Having considered the consultation responses, we believe that Jerry Lehane (web comment 7068702) has raised a number of detailed and relevant points and would ask that each of these is addressed in the Officer's report including referral to the EHO and Surrey Highways where relevant as they have already replied before these comments were submitted. If the Council was minded to grant change of use, then we would seek a number of conditions to minimise the impact.

- 1) The condition on the opening hours [07:30-17:30 Monday to Friday, and 08:00-13:00 Saturdays, with no working on Sundays or Bank Holidays] should be clarified by the addition of there being 'no vehicle or fork lift operations within the site outside these hours' to prevent noise impacts outside of the opening hours.
- 2) We would seek a maximum height of overnight parked vehicles to be 4.3m, this is to ensure that the screening of the site is not excessively compromised. This would not prevent higher vehicles accessing the site but they cannot be parked overnight.
- 3) We would seek a maximum height of 4.3m for the open storage yard, for the same reasons stated above.
- 4) We would seek a screening fence be erected across the south end of yard 3 to screen the HGVs from the open green spaces to the south.
- 5) A clear restriction that only permits the parking of the vehicle types specified within the site in accordance with the submitted plan (SH0524-3 proposed block plan)

We note the comment about there being evidence for 'very special circumstances'; but this evidence should have been submitted with the application to demonstrate those circumstances exist, otherwise they cannot be considered material in the planning decision.

2025/1525 2 Birch Grove, Felbridge, Surrey, RH19 2TS

Resolved: Felbridge Parish Council have no issues with this house extension but are concerned about the potential impact of the outbuilding on trees. The Arboricultural Report states that it will use low impact foundations with a proposed image showing the timber base elevated above ground level to enable water to reach the roots (paragraphs 9.5.2-9.5.4 9.5.2).

9.5.2 It is possible to off-set the RPA incursion within soft areas contiguous with the RPA (within the originating land); however, to minimise root disruption during construction and to allow room for root growth post-construction, the building will sit on non-invasive foundations (such as screw-pile and beam) as noted in the Arboricultural Report – see below:

9.5.3 There will be no excavations or changes of level within the tree's RPA, and the building will be designed around the need for a slightly raised ground-floor level.

9.5.4 The roots beneath the proposed extension will be left intact due to the non-invasive foundations; however, there will be a reduction in rainwater reaching these particular areas. To mitigate, a gravel medium can be inserted between the top of the ground and the bottom of the raft foundations, which would allow surface water to percolate to the underlying tree roots.

However, the proposed sections of the outbuilding show it having sub soil foundations and the internal floor level being at ground level with an internal height of 2.1m to keep within the 2.5m maximum for permitted development. Felbridge Parish Council are not opposed to the outbuilding, but would seek clarification as to how the proposed structure will utilise the above ground timber framing and still meet the 2.5m maximum external height required to fall under permitted development

Applications considered at the meeting:

2025/1373 Deerpark, London Road, Felbridge, Surrey, RH19 2RA

Resolved: No Action

(ii) **Adjoining Planning which may affect Felbridge EGTC:** Imberhorne Development – Approval of Reserved Matters following Outline Planning Permission (Ref.DM/23/2699) relating to appearance, landscaping, layout and scale for 550no. new residential units. **Resolved:** Councillors decided not to comment on the reserved matters as the main impact on Felbridge residents related to Highways which wasn't included.

(iii) Planning Enforcement

2025/781 Dormer Cottage, Woodcock Hill, Felbridge, Surrey, RH19 2RD Planning Officer has been asked for an update. The officer is aware that more fencing has been placed near the back of the site. They are waiting for updated drawings and surveys before the latest planning application can be considered.

(iv) MSDC Development on Felbridge Border Multiple issues with contractor works on Crawley Down Road including HGVs driving over the pavement; queuing on Crawley Down Road to access the site; damage to verges; temporary traffic light location; working outside permitted hours; HGVs using Rowplatt Lane; no wheel washing and ineffective road cleaning. Clerk has established contact with developers and is arranging visits with Site Managers.

TDC Planning Enforcement: It was noted that since TDC had not required a Construction Management Plan for the Tandridge land affected by this development, Tandridge residents were reliant on enforcement of the MSDC CMP. This includes damage to grass verges; working hours and protection of local properties.

12. CONSULTATIONS

New Tandridge District Council Local Plan. The initial consultation was noted.

Burstow and Smallfield Neighbourhood Plan. Noted. Does not directly impact Felbridge.

13. CLERK'S REPORT

CDR development: Multiple emails complaining about issues relating to these developments.

Felbridge Cricket Club Funding Application – Noted that this application was declined by SCC since most of the supporting emails came from addresses in Sussex rather than in Surrey

Pedestrian Crossing: Resident has requested that a new crossing is provided between Felbridge School and village shop. Request submitted to Surrey Highways via FixMyStreet.

Surrey Community Action Housing Survey Proposal: Resolved: It was decided not to take up this offer due to negative previous experience when a survey was for a specific site and part-funded by a developer.

Annual Village Meeting: Resolved: It was agreed to continue with the Q&A format for this year's meeting which will take place on Thursday 9 April from 6.00pm

BBC South East Filming: A reporter and camera crew from BBC South East visited Crawley Down Road to film and conduction interviews on the impact of development without infrastructure improvements on local residents.

FPC Annual Meeting Date: The annual meeting of councillors will take place before the Planning Meeting on 21st May.

14. BUSINESS FOR NEXT MEETING

Noticeboard for Crawley Down Road Bus Shelter

15. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

The next meeting will take place on Thursday 5th March. A planning meeting is scheduled for Thursday 19th February.

The meeting closed at approximately 2055.

Patricia Slatter

Clerk to Felbridge Parish Council

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