

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 4th October 2012 at 7.30pm in the Village Hall and of the Planning Meeting held on 20th September 2012

Present: Mr Ian McBryde (Chairman)
Mr Brian Apps
Mr Jeremy Clarke
Mrs Linda Hainge
Mrs Joan Harwood
Mrs Bridget Huntington
Mr Peter Wickenden
Mr Ken Harwood (District Councillor) – attended part of meeting
Mr Michael Sydney (County Councillor) – attended part of meeting
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – None.

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

There were no additions to those previously registered.

3. **TANDRIDGE YOUTH SUPPORT SERVICE**

The Chairman welcomed Jon Twigg, SCC Local Prevention Framework Manager, who had agreed to attend this meeting to discuss the suggestion made at the Community Consultation meetings for some kind of youth shelter in Felbridge. Jon felt that FPC should consult with teenagers in the village, and suggested adding questions to the community questionnaire, to be answered by teenagers. Following the results of this survey, Jon would be willing to meet a group of teenagers, prior to a meeting with FPC. **Resolved:** It was agreed to send to Jon draft questions relating to youth provision.

4. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 6th September 2012 and the Planning Meetings held on 19th July, 2nd and 16th August 2012 were approved and signed.

5. **CHAIRMAN/CLERK'S REPORT**

- (i) **Queen Elizabeth II Fields:** QEII Fields Trust have agreed the deed to engross and get signed.
- (ii) **APH:** APH have confirmed that they could provide a service to Felbridge residents who might wish to use their buses to travel to the airport. APH would be willing to host a survey on their website to ask residents if they would consider using such a service. FPC would publicise the survey in local media, website, local residents groups etc. **Resolved:** Clerk to contact APH to ask them to set up a survey on their website and provide a link.
- (iii) **Village Sign:** This was installed on 17th September.
- (iv) **36 Crawley Down Road:** A static caravan parked in front of this property seems to be used as a dwelling. TDC's Enforcement Officer will visit. **Resolved:** Clerk to report to TDC Planning that this caravan seems to be plumbed into the main drainage system and work is being carried out to the rear of the property.

- (v) **London to Brighton Challenge 2013:** FPC have confirmed to TDC that they would support holding this event in Felbridge in 2013 subject to a letter drop to all local residents in conjunction with FPC.
- (vi) **SCC Countryside Access Team:** Clerk sent an email giving FPC's views on initiatives to improve local footpaths. This was discussed further at the SCAPTC AGM. **Resolved:** Clerk to contact the Team Manager to discuss how best SCC can provide support in Felbridge
- (vii) **Circulation List:** It was agreed that it is not necessary for a list of items circulated in the red bag to be included in future minutes.

6. **ONGOING ITEMS**

- (i) **Code of Conduct:** Copies of slides used at the TDC training session on 26th Sept have been circulated to all councillors. **Resolved:** Clerk to discuss with TDC whether councillors' interests forms should be published on the Felbridge website as this is not a Parish Council website.
- (ii) **Community Consultation:** The Chairman had previously circulated to all councillors a draft list of questions. It was agreed to ask SCA to put together a set of balanced open questions to cover the topics included in this draft. **Resolved:** Jeremy Clarke agreed to speak to the SCA representative to explain our requirements. Bridget Huntington and Linda Hainge agreed to put together a section of questions to be answered by young residents.

7. **FINANCE**

- (i) **Cheques:** The following cheques were approved and signed:

947	B. Wright	Bus shelter cleaning for Oct	£30.00
948	R. White	Clerk's salary for Oct	£222.19
949	HM Revenue & Customs	Income Tax for Oct	£55.40
950	R White	Office Allowance for Oct 12 and Petty Cash for Sept	£76.45
951	Surrey Crimestoppers	Donation towards core funding	£40.00
952	Surrey County Playing Fields Assoc	Affiliation Fee for 2012/13	£50.00
953	J A Summers	Installation of Finger Post Sign	£60.00
- (ii) **Section 137 Payments:**
 - a. **Hedgecourt Scouts:** A letter has been received asking for a donation towards the cost of purchasing a replacement minibus. **Resolved:** A donation of £1,000 was agreed.
 - b. **Felbridge Luncheon Club** – A letter has been received asking for a donation towards the cost of their Christmas Lunch. **Resolved:** A donation of £50 was agreed.
 - c. **CCTV Repairs:** A quotation for replacement parts and work to rectify problems has been received from ScanGuard Ltd (a TDC approved company) – total cost £2,076 plus VAT. FPC originally purchased the CCTV equipment to help protect the whole community and it was agreed that vandalism and anti social behaviour had reduced. **Resolved:** It was agreed the equipment should be repaired. The Village Hall Committee will apply for a grant of £900 from the Tandridge Local Committee. FPC will give the remainder of the cost.
- (iii) **Review of Expenditure for 2012/13 to date:** A budget update to 1.10.12 was circulated.

8. **NOTICEBOARD**

Only two residents replied to Joan Harwood's note requesting the opinions of Mill Lane residents on a suitable location for a notice board. Ken Harwood agreed to install a small noticeboard outside his property for the use of all residents.

9. **YOUTH SHELTER/CENTRE**

Two quotations have been received from Sovereign Play Equipment and Broxap. **Resolved:** It was agreed to discuss this further once the results of the community consultation questionnaire are known.

10. **HUB PROJECT**

- (i) **Hub Update:** At the meeting held on 17th September, it was agreed to proceed into Year 2 of the contract with Clark Ground Care, with more managerial support and priority to be given to the rural parishes. Notes from the meetings held on 17th and 21st September were circulated in the red bag. A meeting with Clark Ground Care and the Management Group has been arranged. **Resolved:** Peter Wickenden agreed to try to get the grass on the bank opposite the Mormon Temple cut.
- (ii) **SCC Highways Service Localism Offer:** A letter from SCC detailing this offer was circulated. A full Hub Meeting is to be arranged to discuss this further with SCC. Michael Sydney advised the Hub Group not to take on any more responsibilities for at least the next year.

11. **COUNCILLORS' FEEDBACK**

- (i) **Tammy's Thai Restaurant:** It was reported that some orange fencing was being used as a barrier across the entrance when the restaurant is closed, which is not very attractive. **Resolved:** Clerk to write to the restaurant.
- (ii) **Craft Fair on 27th October:** The organising committee have asked for permission to advertise on the commonland. FPC agreed to temporary advertising for this event.
- (iii) **Speedwatch:** Volunteers are still needed.
- (iv) **Trees along Crawley Down Road:** The trees/bushes either side of the pavement need trimming. **Resolved:** Clerk to report to TDC.
- (v) **Lighting in Crawley Down Road:** Concern has been expressed over the lack of street lighting between Felbridge School and Warren Close, which could cause a pedestrian to fall into the ditch. **Resolved:** Clerk to report to TDC.
- (vi) **Police Speeding Checks:** A speed reduction vehicle recently carried out checks in Mill Lane.
- (vii) **Stubpond Lane:** Ken Harwood recently reported a collapsed oak tree to TDC. More work needs to be carried out on these trees.
- (viii) **Roundabout at Newchapel:** The Mormon Temple have approached Ken Harwood re taking over responsibility for the maintenance of this roundabout.
- (ix) **GATCOM:** Ken Harwood is a committee member and circulates all information to surrounding parishes. He has suggested that FPC host a meeting for all residents to attend a presentation on PRNAV in the village hall before the end of the consultation period (end October). **Resolved:** It was agreed that the Clerk should obtain dates when the main hall is free.

12. SURREY HIGHWAY REPAIRS:

- (i) **Trees alongside Copthorne Road:** 2 trees on the verge opposite Mulberry Gate have been hit by a vehicle and have broken branches. **Resolved:** Clerk to report to SCC.
- (ii) **Drains in Footpath between Hobbs Ind Est and Newchapel roundabout:** checked 26.9.12 – all damaged drains had been replaced.
- (iii) **Puffin Crossing controls:** Email from Traffic Systems Team Leader on 17.9.12 to say that these signals are monitored remotely and are vehicle activated.
- (iv) **Utility Companies:** SCC are planning to set up a system for parishes to monitor work done by these companies. It has been suggested that parish councils could be paid a commission from fines paid by utility companies.
- (v) **Change to signage at Mormon Temple:** Michael Sydney will ask SCC to change the signage to direct traffic to Gatwick along West Park Road.
- (vi) **Grass Verge outside Felbridge Church:** This verge was badly damaged by Southern Gas Board work. **Resolved:** Clerk to report to SCC
- (vii) **Community Gang work:** No work has been carried out in Felbridge this year. **Resolved:** Clerk to send list to Steve Cunnah and Michael Sydney.
- (viii) **Lighting work on A264:** Work is outstanding on the new lights alongside Copthorne Road just before the Star Traffic lights. **Resolved:** Clerk to contact Skanska to find out when this will be completed.
- (ix) **Posts on verge outside 50 Copthorne Road:** Clerk has obtained a quote for £121 for 4 posts 2ft high, similar to those along Crawley Down Road. **Resolved:** It was agreed to go ahead with this quote.
- (x) **Additional Posts along Crawley Down Road:** Clerk has obtained a quote to install posts on the verge as far as the bus shelter for £3,132. **Resolved:** It was agreed not to proceed with this quote.

13. PLANNING APPLICATIONS

Planning Meeting held on 20th September attended by Jeremy Clarke, Brian Apps, Linda Hainge, Joan Harwood, Bridget Huntington, Ian McBryde and Peter Wickenden.

Applications Acknowledged 27th – 31st August 2012

TA/2012/1069: Oleander, 61 Crawley Down Road, Felbridge. Residential development comprising 7 dwellings (3 detached properties and 2 pairs of semi-detached houses) with associated garaging, new road layout and landscaping. **Resolved:** FPC do not support another development access onto Crawley Down Road so near the Village Hall and Primary School. During most days there are cars parked on the opposite side of the road to this development entrance, they narrow the road to a single carriageway increasing the risk of accidents associated with cars entering and exiting the proposed development. Crawley Down Road is also a significant bus route and therefore large vehicles are frequently travelling down this effectively single carriageway road. The entrance is also close to the exit for Leybourne Place again increasing the risk of accidents.

Applications Acknowledged 3rd – 7th September 2012

TA/2012/1101: Rylands, Domewood, Copthorne. Conversion of garage to habitable accommodation (Certificate of Lawfulness for a Proposed Development). **Resolved:** No Action

TA/2012/1134: Little Farm, 2 Wiremill Lane, Lingfield. Demolition of existing conservatory and erection of conservatory. **Resolved:** No Action.

TA/2012/824: Blendworth, 60 Copthorne Road, Felbridge. Erection of detached double bay oak garage. **Resolved:** FPC do not support detached garages in front of properties close to boundaries and footpaths where adequate screening does not exist.

TA/2012/1137/TPO: Blendworth, 60 Copthorne Road, Felbridge. TPO 20, 2010 (T) – Create no dig access to garage within root protection area of Copper Beech (T1).

Resolved: FPC are concerned about the garage being within the RPA considering that the amended plans include extra below ground concrete beams. We will support the tree officer's opinion regarding the impact on this protected tree.

Applications Acknowledged 10th – 14th September 2012

None in Felbridge

Parish Council Meeting held on 4th October

Applications Acknowledged 17th – 21st September 2012

TA/2012/1205: Unit 31, Hobbs Industrial Estate, Newchapel. Demolition of modular office building (Notification of demolition). **Resolved:** No Action

TA/2012/1201: The Spinney, Wire Mill Lane, Newchapel. Erection of first floor extension with porch under to the south west (front) elevation and erection of dormer window in the east facing roof slope (amended description & amended/additional plans).

Resolved: No Action

14. **CLERK'S REPORT**

- (i) **EG Council for Voluntary Service:** The AGM will be held on 9th October and will include a Focus on Funding presentation.
- (ii) **Precept:** The second instalment of FPC's Precept was paid on 14th September.
- (iii) **Surrey Community Action:** The AGM will be held on 9th October..

15. **BUSINESS FOR NEXT MEETNG**

- (i) Repairs to CCTV equipment.
- (ii) Agree Precept for 2013/14
- (iii) Discuss erecting framed photograph of Queen Elizabeth II in the Committee Room.

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

The next Parish Council Meeting will be held on Thursday 1st November at 7.30pm. A Planning Meeting will be held on 18th October.

The meeting closed at approximately 10.45pm.

RW

11th October 2012

Copies sent to:- all Parish Councillors, District Councillor, County Councillor, EG Courier and Observer, Lingfield Library, EG Library, Felbridge School, Surrey Police, Felbridge School Governors.