

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 7th September 2017 at 7.30pm in Felbridge Village Hall.

Present:

Mr. Jeremy Clarke (Chairman)

Mrs. Bridget Huntington

Mrs. Joan Harwood

Ms. Lesley Steeds (County Councillor)

Mr. Ken Harwood (District Councillor) attended part of meeting

Mrs. Patricia Slatter (in attendance)

Mr. Ian McBryde

Ms. Georgina Chapman

Mr. Brian Apps

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 6th July 2017 were approved and signed.

4. **ONGOING ITEMS**

(i) **Community Consultation:**

Transport/Environment and Green Issues: –

(ii) Welcome to Felbridge White Gates: Awaiting information from Surrey County Council as to options available. **Action:** Georgina Chapman to monitor and report back.

(iii) Gullege Bridleway – Linda Hainge and Ros White will continue to look at alternative funding options for resurfacing.

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

a. Fencing between Village Hall Grounds and Copthorne Road. The vandalised fence will be repaired and 6 x Pyracantha hedges planted to deter future vandalism w/c 18th September.

(iii) **Hub Project:**

(i) **Dates for Urban Cuts** are w/c 13th March, w/c 10th April, w/c 8th May, w/c 5th June w/c 24th July, w/c 4th September. So far, Felbridge have had cuts/stripping on 29th March, 8th May, 14th July and part of the village was cut on 17th August. Felbridge have therefore only received three full and one part cuts out of the contracted six. Clerk has informed the Hub that no further payments relating to Felbridge should be made until further notice. **Action:** Clerk to monitor

- (ii) **Future of Hub Project:** Discussions are continuing between Surrey County Council and Tandridge District Council regarding TDC's offer to take over grass cutting across the district. FPC fully support this action. An initial suggestion is for the anticipated shortfall in funds from SCC to be split equally between all Parish Councils with each paying £2K per annum. **Resolved:** It was agreed that it would be more equitable to split the cost into bands reflecting the size of parishes and their revenue, i.e. parishes with precepts less than £20K pay 50%; £20K-£40K pay 100% and those with £60K plus pay 150%. **Action:** Clerk to write to TDC with this suggestion.

5. **FINANCE**

LLOYDS BANK: -	£	11508	
	£	<u>20006</u>	
	KIV		
	-	£	
	Traffic Calming Reserve		2000
	Village Gates Reserve		6000
	Replacement bus shelter		2000
	Playground Resurface Reserve		<u>5000</u>
TOTAL			15000
	Available funds		<u>16514</u>
			<u>31514</u>

(i) Payments and Receipts

RECEIPTS FROM

DATE	DETAILS	TOTAL £
07.08.17	Surrey Police Authority - Grant	1500.00
TOTAL		<u>1500.00</u>

PAYMENTS TO

DATE	DETAILS	CHQ	TOTAL £
06.07.17	P Slatter Clerk's Salary/Back Pay/All'ce June	71	638.08
"	Cancelled	72	0.00
"	P Slatter Clerk's Salary & Allowance August	73	524.32
"	HMRC Clerk's Tax July	74	159.52
"	HMRC Clerk's Tax August	75	131.08
"	Brian Wright Bus shelter cleaning July	76	38.00
"	Brian Wright Bus shelter cleaning August	77	38.00
"	Felbridge Village Hall Room Hire 2017-2018	78	257.40
"	Felbridge Village Hall Storage Rental 2017-2018	79	14.00
"	Hire-A-Loo Toilet Hire May	80	106.39
17.08.17	Hire-A-Loo Toilet Hire June & July	81	209.35
TOTAL			<u>2116.14</u>

SUMMARY 31.08.17

Lloyds Bank - Current Account	11507.89
Lloyds Bank - Business Reserve	20006.30
Less outstanding cheques	<u>0.00</u>
TOTAL BALANCES	31514.19
Less reserves for new Village Gates, , traffic calming, new bus shelter & playground re-surface	<u>-15000.00</u>
AVAILABLE FUNDS	<u>16514.19</u>

- (ii) **Section 137 Payments:** No requests for payments were received in this period.
- (iii) **Responsible Financial Officer Role:** The Job Specification for RFO role has been posted on the noticeboard and the website. **Action:** Councillors to continue to look for possible candidates.
- (iv) **Year End Accounts:** The Accounts are still with the auditors but expected back within weeks.
- (v) **Precept:** Due from TDC within days.

Ken Harwood joined the meeting

6. **COUNCILLORS' FEEDBACK**

- (i) **Bollards Outside Village Hall:** The cost of replacing the bollards outside the Village Hall is £74 each. Agreed: Payment to be made from reserves. **Action:** Clerk to place order.
- (ii) **Gate by Birch Grove:** **Action:** Jeremy Clarke to circulate the three quotes received so councillors can make a final decision at the October meeting.
- (iii) **Parish Council Leaflet:** Bridget Huntington has prepared an updated Parish Council Leaflet for distribution through the District Councillor's communication hub and local shops. **Action:** Bridget Huntington to prepare final copy. **Action:** Clerk to print
- (iv) **Shanly Homes Development – New Verge:** The Clerk wrote to Shanly Homes to advise them that they would be responsible for maintaining the new verge they had created outside the Eden Gardens development. Shanly Homes responded that they believed that the verge should be included in the council's maintenance schedule. **Agreed:** Shanly Homes are responsible for maintaining their new verge. **Action:** Clerk to write to confirm.
- (v) **Outdoor Gym:** Bridget Huntington reported that the rubberised surface around some equipment was breaking up. **Action:** Clerk to ask TDC to investigate and repair.
- (vi) **Haskins Garden Centre Redevelopment:** Ken Harwood reported that this redevelopment had been approved by TDC and would now be passed to the Secretary of State for final approval.
- (vii) **A264 Footpath Blocked:** Ken Harwood reported that he had personally cut back overhanging vegetation on this footpath to allow access for a local resident. SCC cutbacks had left many Felbridge footpaths overgrown and inaccessible to residents.
- (viii) **Policing Issues:** Ken Harwood reported his concerns at the failure of Surrey Police to attend and actively respond to reported crime in the village. This included obstruction by contractor vehicles on the Crawley Down Road; drug use and vandalism at Hedgecourt Lake and break ins at local businesses. **Agreed:** It was agreed that FPC would write to the Chief Constable raising these concerns and invite him to attend a future meeting. **Action:** Clerk to write to Chief Constable of Surrey Police with copies to the Police and Crime Commissioner and the local police inspector.
- (ix) **County Councillor Thanks:** Ken Harwood wishes to place on record his thanks to County Councillor Lesley Steeds for her ongoing help and support in addressing issues with SCC in the village. Councillor Steeds said she shared FPC and the District Councillor's frustration at the lack of action from Surrey Highways and have her assurance that she was continuing to push for outstanding works to be completed.

- 7. **CIL REVENUE AND EXPENDITURE:** Priorities for investment in the village were discussed. **Agreed:** Since SCC had failed to maintain footpaths in the village, the Parish Council would commit CIL funds to make footpaths accessible to residents through an end of season cut to include clearing paths both at ground level and cutting back overgrown vegetation. **Action:** Clerk to ask TDC contractor for a quote for clearing footpaths alongside the Crawley Down Road, Copthorne Road and A22. **Action:** Clerk to investigate the cost of strimming the 'off road' footpaths in the village.

8. **SURREY HIGHWAY REPAIRS:**

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke reported that he had met with the local MP regarding Highways issues in and around Felbridge and a meeting was to be arranged with the District and County Councillors and Highways staff also in attendance.
- (ii) **Vehicle Activated Sign on Copthorne Road:** Surrey Highways responded to the report of this sign being out of order by saying they didn't have funds available to even investigate the problem. **Action:** Lesley Steeds to follow up.

- (iii) **Crawley Down Road Pot Holes:** Highways have been asked to revisit Crawley Down Road to inspect the pot holes between the A264 junction and Rowplatt Lane. **Action:** Lesley Steeds to raise with Surrey Highways.
- (iv) **Mill Lane Resurfacing Works:** Joan Harwood reported that contractors had failed to return to make good the poor finish left after resurfacing. **Action:** Lesley Steeds to follow up.
- (v) **Damaged Road Signs at The Star:** Lesley Steeds reported that she has asked Surrey Highways to remove the damaged signs without further delay.
- (vi) **Sunken Road outside Shanly Homes Development:** Shanly Homes responded to FPC's email asking them to make good the damage created during their building works to the A264 immediately outside the development entrance by making a temporary repair which started sinking again within days. Surrey Highways have been asked to make a permanent repair.

9. **PLANNING APPLICATIONS.**

The following applications were considered at the Planning Meeting held on Thursday 20th July attended by Georgina Chapman, Jeremy Clarke, Joan Harwood, Linda Hainge and Brian Apps: **TA/2017/1324 The Cottage, Wards Farm, London Road** Erection of single storey extension to east elevation.

Resolved: No Action

TA/2017/1290 15 The Birches and 39 St. Johns House Crawley Down Road The construction of 63 dwellings on land to the rear of these properties which is within Mid Sussex District. However, access is through Crawley Down Road which is in Tandridge District and would therefore fully impact on the infrastructure in Felbridge.

Resolved: (Summary) FPC has carefully considered this Planning application and recommend that the application be refused on the basis of increased congestion in Crawley Down Road; further strain on the CDR/A264 junction; further strain on the A264/A22 light controlled junction which is already at over capacity; the site fails the sustainability test as specified by the Planning Inspector for a neighbouring site and the proposals do not accord with the EGNP or the MSDC plan (and proposed) in respect of the maintenance of strategic gaps and the prevention of coalescence. FPC are also very concerned about how Construction Traffic will be managed and insist that we are given the opportunity to be consulted on any Construction Management Plan that arises from this application

The following applications were considered at the Planning Meeting on Thursday 3rd August attended by Joan Harwood, Linda Hainge, Bridget Huntingdon, Ian McBryde and Jeremy Clarke.

TA/2017/1490 5 Tangle Oak, Felbridge, RH19 2PB Erection of single storey side and rear extension in association with conversion of existing garage to habitable accommodation

Resolved: Felbridge Parish Council have no objection to the rear/front extensions/alterations however the side extension is against the boundary and does not adhere to the 1m separation from the boundary for single storey extensions.

2017/1338 Chester Lodge, Felbridge, RH19 2RD Change of use from Veterinary Clinic to residential.

Felbridge Parish Council do not object to this proposal, but would like to see a restrictive planning condition such that the accommodation units can only be used for staff at the Veterinary Business as this is the intent specified in the 'Approach', page 2 of the Design and Access Statement.

TA/2017/1480 Newlake Gardens, RH10 3HG Erection of a garden shed to plot 1 and plot 2

There is no specified size or positioning for the proposed buildings within the documentation and therefore Felbridge Parish Council have to object due to insufficient information.

TA/2017/1023/TPO 36-38 Copthorne Road, RH19 2NS

Felbridge Parish Council are concerned that this is an application to fell protected trees. The applicant has failed to provide the evidence required in section 8 of the application form and therefore we have to object to the proposal on the absence of this evidence. We would suggest the applicant discusses with the TDC Tree Officer if there is any acceptable works that could be applied for to reduce the issues described.

The following applications were considered at the Planning Meeting on Thursday 17th August attended by Bridget Huntingdon, Jeremy Clarke, Joan Harwood and Brian Apps.

Joan Harwood declared a pecuniary interest in the following application which is on a neighbouring property to her home and took no part in the discussion or subsequent decision taken.

TA/2017/1590 Holmdale, Mill Lane, Felbridge, RH19 2PF Erection of detached garage and store.

Resolved: No Action

TA/2017/1524 Long Acres Caravan Park, Newchapel Road, RH7 6LE Erection of a gazebo.

Resolved: No Action

The following appeals to refused planning applications were considered:

2016/1666 Offices, Chester Lodge, Woodcock Hill. RH19 2RD Alterations to the existing building to allow for the use of the first floor area for seminar education for vets. (Retrospective).

Resolved: (summary) FPC objected to the retrospective planning application no. 2016/1066 and asks that the appeal be dismissed. The building constructed is different in many respects to the original consented drawings. The roof profile and pitch is different, with a greater eaves height adding to the visual massing; the doors and window openings in the elevations bear no relationship to the consented drawings; there is a canopy over the roller shutter door, not shown on the consented drawings; and there are two exit doors, one at first floor level with external stairs in the south elevation. The major departure from the consented drawings is the internal layout. The building as constructed has toilets, a reception area, offices and a staircase on the ground floor, as opposed to a virtually open single storey storage area. The plans for the retrospective application show a seminar room at first floor level, a complete departure from the original consent and for a use that has not been approved. Whereas FPC supported the original 2014/614 application for a storage shed on the basis of the 'very special circumstances', it objected to the retrospective application 2016/1666 as being inappropriate development in the Green Belt. The retrospective application, and in particular the use for seminars and conferences, does not meet the very special circumstances, necessary for development in the Green Belt and is contrary to the National Policy Planning Framework (para.89) and Policies DP10 and DP 13 of the Local Plan Part 2: Detailed Policies. Nor do the very special circumstances exist for the building to remain in the present built form. It appears that the intention was never to build the consented scheme and to progress the construction of a building and for a use that would never have received consent through the normal planning process. FPC considers this to be a major breach of the planning consent originally granted and inappropriate development in the Green Belt. Therefore, FPC requests that the Inspector directs that the building be dismantled in so far that it differs from the consented scheme and that the use is restricted to storage only.

2016/1840 Land at Eastbourne Road, RH19 2QS Erection of nine dwellings

Resolved: Felbridge Parish Council vehemently object to this totally inappropriate development in the Green Belt. The application pre-supposes the inclusion of this site in the District Plan Green Belt allocations and is therefore totally premature. The entrance to the site is inappropriate as it is too close to the busy Star Inn, Premier Inn and Kwik Fit as well as the A264/A22 junctions. The A22 southbound carriageway currently has a regularly used queue lane to turn west which extends past the proposed entrance. The drawings show this queue lane reduced which is inappropriate.

Lesley Steeds and Ken Harwood left the meeting

The following applications were considered at the Parish Council meeting on 7th September.

TA/2017/1607 Paygate, West Park Road, Newchapel RH7 6HT Erection of two storey extension.

Resolved: Felbridge Parish Council object to this application only because there is no design or access statement to provide the explanation as to why the applicant believes this is permitted development.

TA/2017/1649 Lake House, Copthorne Road, Felbridge, RH19 2QQ Variation of conditions of planning application TA/2016/2372 to allow for alterations to the internal layout of the building.

Resolved: No Action

TA/2017/1783 Nirvana, Heather Way, Felbridge RH19 2RF Erection of open porch to front elevation, part single/part two storey side/rear extension, raised roof height and dormer windows to front elevation in association with conversion of additional loft space to habitable accommodation

Resolved: Felbridge Parish Council are concerned that this is inappropriate development in the Green Belt as this is a significant increase in volume and no design or access statement is provided to explain the very special circumstances.

TA/2017/1762 73 Copthorne Road, Felbridge, RH19 2PB Two storey front and rear extension.

Resolved: No Action.

Please Note: TDC are requested to ensure that a condition is issued to prevent construction vehicles from parking outside of the site during the works.

TA/2017/1748 Woodfield, Herons Lea, Copthorne, RH10 3HE Detached double garage.

Resolved: No Action

TA/2017/1728 Felmere, Copthorne Road, Felbridge RH19 2QG Use of a building as a single residential dwelling.

Resolved: Felbridge Parish Council wish to query whether the bungalow has been paying Council Tax since 2013 as a dwelling. We are also unsure if a period of only three years is adequate for a CLUED.

TA/2017/1651 Edenbrook, Wire Mill Lane, Newchapel, RH7 6HJ Detached building and path.

Resolved: No objection but Felbridge Parish Council are unsure that 91m² falls within permitted development rights.

TA/2017/1489 Workshop, Churchill House, West Park Road, Newchapel, RH7 6HT Use of buildings for B2 (General Industrial) and external parking and storage for B8 (Warehousing)

Resolved: No Action

Lesley Steeds and Ken Harwood re-joined the meeting.

10. **CLERK'S REPORT**

(i) **Developer/Contractor Vehicle Parking on Crawley Down Road** Lesley Steeds has asked Surrey Highways to consult with residents in properties in the immediate area with a view to placing double yellow lines from the junction of the A264 and Crawley Down Road for 10m to avoid future obstruction issues through illegal parking at the junction. **Action:** Lesley Steeds to report back.

(ii) **Speeding on Crawley Down Road:** Clerk is following up the suggestion that Speedwatch might be re-introduced in the village. **Action:** Clerk to report back.

(iii) **Speed Sign, Crawley Down Road:** The speed sign on Crawley Down Road near to Rowplatt Lane is not working and has been reported to Surrey Police. **Action:** Clerk to follow up.

(iv) **Bus Shelter, Crawley Down Road:** The bus shelter was damaged due to vandalism in August and a temporary repair made. **Action:** Clerk to arrange for damage to be repaired.

(v) **Clerk Training:** **Agreed:** Clerk to attend the Clerk's Networking day on 2nd November which will cover the Freedom of Information Act and the Transparency Code at a cost of £65.00

11. **CONSULTATIONS**

(i) **Tandridge District Council Local Plan - Garden Village Consultation:** Tandridge District Council are to consult with residents on the proposals to build a garden village in Tandridge. The consultation will run for 8 weeks from 14th August to 9th October and workshops for parish councils will take place in advance of the consultation.

12. **BUSINESS FOR NEXT MEETING**

There was no additional business for the next meeting.

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

The next Parish Council Meeting will be held on Thursday 5th October at 7.30pm, in the Committee Room. A planning Meetings is scheduled for Thursday 21st September at 7.00pm

The meeting closed at approximately 10.45pm.

Patricia Slatter

Clerk to Felbridge Parish Council

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

