



## **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 6<sup>th</sup> February 2020**  
**at 7.30 pm in Felbridge Village Hall**

Present:

Cllr Georgina Chapman (Chairman)

Cllr. Joan Harwood

Cllr. Jo King

District Councillor Ken Harwood (attended part of the meeting)

County Councillor Lesley Steeds (attended part of the meeting)

Mrs. Patricia Slatter (in attendance)

Cllr. Jeremy Clarke

Cllr. Bridget Huntington

1. **APOLOGIES FOR ABSENCE**

Received from Councillor Ian McBryde

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

No additions to those already registered.

3. **APPROVE MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council Meeting held on Thursday 5<sup>th</sup> December 2019 were approved and signed.

4. **VILLAGE MAINTENANCE**

(i) **Grass Cutting:** Awaiting confirmation on when funding will be transferred from SCC towards the grass cutting costs for 2020-2021 before appointing contractor.

(ii) **Flower Seeding on Verges:** Surrey County Council have now issued guidelines for planting or setting aside areas of grassed verge. Each verge has to be inspected by Surrey Highways at a cost of £25. **Action:** Clerk to request that grass verge by Ward Farm is assessed for suitability for wild flower planting.

(iii) **Off Road Footpaths:** **Action:** Contractor to be asked for quotes for grass cutting, off road footpath clearance and flower planting/management once agreement is in place with Surrey Highways.

(iv) **Road Sign Cleaning:** Cllr Chapman said that many of the road signs in Felbridge are very dirty and difficult to read. **Agreed:** It was agreed that a contractor should be asked to quote for cleaning the signs. **Action:** Clerk to progress and report back once quotes were available.

## 5. FINANCE

### (i) Receipts and Payments for December 2019 and January 2020

Date	To / From	Description	Amount	Current Account	Deposit Account
30 Nov		Brought Forward		£23482.62	£25028.25
		<b>Receipts</b>	NIL	0.0	
		<b>Payments</b>			
9 Dec	NEST DD	Pension Contribution November	£185.96	-£185.96	
11 Dec	Clerk	Payroll November	£936.40	-£936.40	
17 Dec	Surrey Fire & Rescue	Donation: Safe Drive, Stay Alive	£100.00	- £100.00	
20 Dec	HMRC	Tax/NI November	£338.71	-£338.71	
24 Dec	Air Ambulance	Donation	£350.00	- £350.00	
31 Dec	Cleaner	Bus Shelter Glass/Frame Cleaning	£50.00	-£50.00	
		Sub-Total	£1961.07	-£1961.07	
		<b>Transfers</b>	Nil		
31 Dec		Carried Forward		£21521.55	£25,028.25
		Less Unbanked Transactions	Nil	0.0	
		Bank Balances including unbanked transactions		£21521.55	£25,028.25
31 Dec	Available Funds - Current a/c plus Deposit a/c excluding unbanked transactions ( <b>includes c/f CIL revenue of £22669.03</b> )			£46549.80	
31 Dec	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
31 Dec	General Reserve (Available Funds minus Allocated Reserves)			£20549.80	
The balances for both the current and deposit accounts were verified against the latest online bank statements and signed by the Chairman as accurate.					

Date	To / From	Description	Amount	Current Account	Deposit Account
31 Dec		Brought Forward		£21521.55	£25028.25
		<b>Receipts</b>			
9 Jan	Lloyds Bank	Interest payments Sept-Dec 2019		0.00	£5.24
		<b>Payments</b>			
3 Jan	Clerk	Payroll December	£936.40	-£936.40	
9 Jan	NEST DD	Pension Contribution December	£185.96	-£185.96	
22 Jan	HMRC	Tax/NI December	£338.71	-£338.71	
28 Jan	Surrey County Council	Road Signs	£654.70	- £654.70	
30 Jan	Councillor	Councillor Expenses – Planning	£68.02	-£68.02	
		Sub-Total	£2183.79	-£2183.79	
		<b>Transfers</b>	Nil		
31 Jan		Carried Forward		£19337.76	£25,033.49
		Less Unbanked Transactions		-£80.00	
		Bank Balances including unbanked transactions		£19257.76	£25,033.49
31 Jan	Available Funds - Current a/c plus Deposit a/c excluding unbanked transactions ( <b>includes c/f CIL revenue of £22669.03</b> )			£44371.25	
31 Jan	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
31 Jan	General Reserve (Available Funds minus Allocated Reserves)			£18371.25	
The balances for both the current and deposit accounts were verified against the latest online bank statements and signed by the Chairman as accurate.					

(ii) **Budget Review – Quarter 3:** All costs are under control with the forecast for the year end to be at or around budget.

(iii) **S137 Outline Funding Request:** Hedgecourt Scouts would like to plant some trees in Felbridge as part of their Community Badge and would like advice on location and assistance with funding. Felbridge Parish Council are keen to assist and support this suggestion. **Agreed:** Trees can be planted in the woods to the back of the Village Hall. **Action:** Clerk to write to Hedgecourt Scouts and ask that they research different species which might be suitable; identify what trees are already in that location; calculate what space might be needed and what the costs would be to source trees from a specialist Tree Nursery. Once this has been done Felbridge Parish Council would welcome a formal request for help with funding.

## 6. **COUNTY COUNCILLOR REPORT**

Councillor Lesley Steeds advised that a new four-year agreement was now in place which would continue to allow Felbridge residents to use the CRC/Tip facility in Imberhorne Lane. The road closures on West Park Road which were due to start this week have been postponed until the emergency road works in Burstow are complete. This is expected to take a month.

## 7. **COUNCILLORS' REPORTS/UPDATES**

- (i) **Furnace Wood Sight Lines:** Works are scheduled to cut back trees in this area on 8<sup>th</sup> February. **Action:** Clerk to monitor.
- (ii) **Bus Shelter:** Cllr. Chapman reported that glass on the bus shelter had again been broken but since it was the safety laminated glass the panel remained in place. **Action:** Clerk to ask contractor to inspect.
- (iii) **Overgrown Hedges at The Glebe:** Cllr. Huntington reported that an overgrown hedge was restricting access to the footpath at the Glebe. **Action:** Clerk to write to resident to advise them to cut back the hedge.
- (iv) **Chevron Signs A22:** Cllr. King reported that Surrey Highways have still not replaced the chevrons sign damaged last year and have now said that they don't consider it necessary.
- (v) **Traffic Lights on Imberhorne Lane:** Councillor King had reported that the filter to turn right into Imberhorne Lane was not working and was impacting on Felbridge traffic.

## 8. **SURREY HIGHWAYS:**

**(i) Recent Reports:** Repairs to potholes on A264 at Furnace Wood layby made in December were poor and failed within a short time. On 20<sup>th</sup> January all deeper potholes from Star Junction through to Shell Garage were repaired. Within weeks four of the potholes at Furnace Wood had again opened up and are marked for further repair. **Agreed:** Repeated repairs which fail within a short time are neither financially viable nor a solution to the problem. **Action:** Clerk to write to County Councillor to ask that this section of road is resurfaced.

**(ii) Rowplatt Lane – Unsuitable for HGV Signs:** Surrey Highways have advised that the signs will be positioned by 16<sup>th</sup> March. **Action:** Clerk to monitor

**(iii) Copthorne Road Crossing:** Surrey Highways responded to a request for a crossing near Lyndhurst Farm Close to say it could not be considered since the level of works and associated costs for a project which would benefit a restricted number of residents could not be justified. A second request for a crossing nearer Rowplatt Lane was also turned down on the grounds of safety since visibility in the area was restricted due to proximity to the wide bend in the road at this location. County Councillor has agreed to investigate. **Action:** Clerk to share information with County Councillor and advise the resident who asked for the request to be submitted.

## 9. **PLANNING**

### (i) **Applications in Felbridge**

Applications considered at the Planning Meeting on 19<sup>th</sup> December attended by Councillors Chapman, Clarke, Harwood, Huntington, King and McBryde

**2019/2098 79 Copthorne Road, Felbridge, RH19 2PB**

**Resolved:** Felbridge Parish Council objects to this application as it has not provided a reason for the works to a protected tree as required by Section 5 of the application form. We therefore request the Officer seeks the reason from the applicant and considers if that is suitable to justify the requested works and to post the justification on the planning portal with the decision.

**2019/2094 Land to the north of Walnut Marches, Crawley Down Road, Felbridge RH19 2QJ**

**Resolved:** Felbridge Parish Council objects to this proposal as the swept path analysis shows private cars encroaching on the east bound carriageway when entering from the west. This site is immediately adjacent to the 40/30mph speed limit change and we are concerned about additional cars joining the highway at this location. Whilst the indicated kerb radius increase will improve the swept paths, this has not been demonstrated by the applicant. Please could the Officer ensure our comments are provided to Surrey Highways and that they request revised swept paths to be able to determine that vehicles can safely enter and exit the proposed access.

Applications considered at the Planning Meeting held on 9<sup>th</sup> January attended by Councillors Chapman, Clarke, Harwood, Huntington, King and McBryde

**TA/2019/2123 82 Copthorne Road, Felbridge RH19 2NU**

**Resolved:** No Action

**TA/2019/ 82 Copthorne Road, Felbridge RH19 2NU**

**Resolved:** No Action

**TA/2019/2129 Redcroft, Herons Lea, Copthorne RH10 3HE**

**Resolved:** No Action

Applications considered at the Planning Meeting on 23<sup>rd</sup> January attended by Councillors Chapman, Clarke, Harwood, Huntington and King

**TA/2019/2139 Boating Club, Hedgecourt Lake, Felbridge, RH19 2QQ**

**Resolved:** No Action

**TA/2020/46 18 Warren Close, Felbridge, RH19 2DR**

**Resolved:** Felbridge Parish Council object to this application as it represents overdevelopment of the site resulting in a passage against a new long 2-storey flanking wall that is not 2m from the boundary with the neighbouring property contrary to TDC policy. We also note that the existing rear extension of the neighbouring property at No.17 is only single storey and this proposal builds at 2-storey alongside it creating an over-bearing impact.

Applications considered at the full Parish Council Meeting:

**TA/2020/081 11 Warren Close, Felbridge, RH19 2PR**

**Resolved:** Felbridge Parish Council object to this proposal as it does not meet the 1m separation from the boundary at ground floor level or the 2m separation at first floor level as required by Tandridge District Council.

**TA/2020/144 Snow Hill Plant and Garden Centre, Copthorne RH10 3EY**

**Resolved:** No Action

**TA/2020/168 Ferndene, Lake View Road, Felbridge, RH19 2QE**

**Resolved:** Felbridge Parish Council are concerned about the potential increase in volume within the Green Belt and whether this proposal exceeds the +30% volume limit over the original property volume.

**TA/2019/1910 Land adjacent to 72 Copthorne Road, Felbridge RH19 2NU**

**Note: Documents Unavailable**

Felbridge Parish Council were unable to consider this application since there were no documents relating to this application on the Tandridge District Council planning portal on their meeting date (6th February). An enquiry has been sent and it is noted that the standard 24 day consultation period will need to be extended to allow all interested parties to comment.

(ii) **Applications Received by Neighbouring Authorities**

None which directly affect Felbridge

(iii) **Appeals:** TA/2019/1264 Pixiewood, Rowplatt Lane, Felbridge, RH19 2PA

## 10. CONSULTATIONS

### (i) **Mid Sussex District Council Site Allocations (DPD) Consultation.**

Nothing new to report. Felbridge Parish Council's comments can be accessed on the 'Latest News' page on the Felbridge Parish Council website [www.felbridge-pc.org.uk](http://www.felbridge-pc.org.uk)

(ii) **Construction Management Plans for New Developments:** The Clerk wrote to the Acting Chief Executive at Tandridge District Council following their Planning Department's failure to meet their requirements to negotiate Construction Management Plans for the three upcoming developments on the Felbridge border. The response was that Tandridge District Council did not consider it necessary to negotiate these plans since Mid Sussex District Council and Surrey Highways would be contributing to them. **Agreed:** Councillors were disappointed with the Acting Chief Executive's response and concerned that Tandridge District Council's requirement to engage as a condition of the permissions granted was not being met. **Action:** Clerk to write to the TDC Acting Chief Executive to pass on Felbridge Parish Council's disappointment at Tandridge District Council's decision not to offer Felbridge residents the additional protection which could be delivered through a Construction Management Plan which included valuable local knowledge. Since Felbridge Parish Council had already prepared the key information, the input required by the Planning Department would have been comparatively low. **Action:** Clerk to liaise with Mid Sussex District Council, Surrey Highways and the developers to ensure that they have access to local knowledge so that the impact of the extended construction period on Felbridge residents was both identified and managed.

## 11. CLERK'S REPORT

**Parking at Felbridge Primary School:** There has been no response to Felbridge Parish Council's email to Felbridge School suggesting options for reducing the problem of illegal and inconsiderate parking at the school.

**Correspondence from residents:** Residents have contacted the Clerk regarding potholes; issues at the Star Junction and Imberhorne Lane junction; traffic; speeding; refuse collection; parking; information on planning applications and flooding following bad weather.

**Thanks** were received from Surrey Fire and Rescue for their Safe Drive Stay Alive presentations and from Surrey, Sussex and Kent Air Ambulance for donations received. An email of thanks was also received from residents at Oak Farm for Felbridge Parish Council's work to argue against further development off the Crawley Down Road.

**Road Transport Collision Data:** The Clerk compiled data from the Department for Transport on reported road accidents which involved casualties. It was noted that all of the five fatalities which happened in Felbridge over the past twenty years were on the A22.

**Annual Parish Meeting:** This year's Annual Parish Meeting will take place on 2<sup>nd</sup> April at 7.00pm in the Committee Room at Felbridge Village Hall. The guest speaker will be the Inspector Karen Hughes, Divisional Commander for Surrey Police Tandridge Division. Information will be circulated on the website; through Ken Harwood's newsletter and on social media inviting residents to attend.

## 12. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

The next Parish Council meeting will take place on Thursday 5<sup>th</sup> March at 7.30pm in the Committee Room. A Planning Meeting is scheduled to take place on 20<sup>th</sup> February.

The meeting closed at approximately 2115

Patricia Slatter  
Clerk to Felbridge Parish Council

