



## **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 5<sup>th</sup> June 2025 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 (Vice-Chairman)  
Cllr. Bridget Huntington  
Cllr. Nigel Lea  
Cllr. Ian McBryde

#### **In attendance:**

Cllr. Nicola O'Riordan (District Councillor)  
Cllr. Nicholas White (District Councillor)  
Mrs. Patricia Slatter, Clerk to Felbridge Parish Council

#### **1. APOLOGIES FOR ABSENCE**

County & District Councillor Lesley Steeds

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

None in addition to those which were previously disclosed

Cllr. Horwood signed his Declaration of Acceptance of Office as Vice-Chairman of Felbridge Parish Council for 2025-2026 which was witnessed by the Clerk.

#### **3. APPROVE MINUTES OF PREVIOUS MEETING**

Minutes of the Parish Council Meeting held on Thursday 1<sup>st</sup> May were approved and signed.

#### **4. CHAIRMAN'S REPORT**

**Speedwatch:** Cllr. Hall reported that the Speedwatch programme was proving effective with multiple incidences of vehicles travelling in excess of 40mph near the primary school. Those recorded have been reported to Surrey Police.

## 5. FINANCE

### (i) Receipts and Payments for May 2025

Date	To / From	Description	Amount	Current Account	Deposit Account
30 April		Brought Forward		48559.66	£5539.50
		Receipts			
		Total Receipts		0.00	
		Sub-Total		48559.66	
		Payments			
9 May	NEST	Pension	£225.36	-225.36	
12 May	Payroll	Payroll	£1720.30	-1720.30	
12 May	Air Ambulance	S137 Donation	£300.00	-300.00	
12 May	Mullberry & Co	Internal Auditor Fee	£308.64	-308.64	
12 May	Clerk	Expenses (including Annual Village Meeting)	£181.04	-181.04	
12 May	WRH	Bus Shelter Cleaning	£45.00	-45.00	
12 May	Zurich Municipal	Annual Insurance Fee	£802.66	-802.66	
30 May	Lloyds Bank	Service Charge	£4.25	-4.25	
		Total Payments	£3587.25	-£3587.25	
		Bank Account Totals c/f		£44972.41	£5539.50
31 May	Available Funds - Current a/c plus Deposit a/c			£50511.91	
31 May	Allocated Reserves (includes restricted expenditure CIL funding) - Community Funding £2.4K; Playground Fence/Path £5K; Traffic Calming £5K			-£12400.00	
31 May	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£38111.91	
Current Account statement was circulated to councillors on 2 June 2025, along with the above record of receipts and payments, for transparency and confirmation of accuracy					

(ii) **Unity Trust Bank:** Log in details have now been sent to signatories. **Action:** Clerk to complete account set up once administration details are received.

(iii) **CIL Income and Expenditure:** CIL payments due on the 24 Rowplatt Lane development have again been chased as there has been further delays on payments being made. **Action:** Clerk to monitor

(iv) **External Audit:** All documents have now been submitted to the External Auditor and the Notice of Public Rights has been published.

## 6. VILLAGE MAINTENANCE

(i) **Highways Grass Verge Cutting:** Third urban cut took place in late May.

(ii) **TDC Crawley Down Road Grass Cutting:** The grass verges on Crawley Down Road are maintained by TDC as Common Land but have not been cut this season. It appears that they were left off the grass cutting schedule. The Clerk and Cllr. Steeds have reported this to TDC and Cllr. White will also do so.

## 7. COUNTY/DISTRICT COUNCILLOR REPORT

**Copthorne Road footpath** scheduled for clearance under the SCC Spring Clean project. Expected by late June.

**Resurfacing of the Star Junction and Copthorne Road** Highways have published Temporary Restriction Orders for the necessary road closures but no dates are yet available.

**Hedge at The Glebe:** Noted that there are further issues and will follow up if no action is taken.

## 8. DISTRICT COUNCILLOR REPORTS

### Cllr. White

**Unitary Authority Proposals:** While Surrey are proposing two Unitary Authorities, TDC have proposed three. All documents have been submitted and a decision is expected from the Minister in September.

**Community Hub Proposal:** More information is to be circulated regarding a proposal for a Hub for Parish Councils who are taking over responsibility for buildings and assets.

**Common Land Grass Cuts:** Cllr. White will contact TDC regarding their failure to cut the grass verges along the Crawley Down Road.

**Proposed Development Sites:** Cllr. White said that a number of sites in Tandridge have been put forward for development.

**Gatwick:** Alterations are being required by the government in advance of a decision on expansion.

### Cllr. O’Riordan

Nothing to add

## 9. COUNCILLORS’ REPORTS/UPDATES

**Footpath from Woodcock Hill to Wiremill:** Cllr. Huntington has reported to the Surrey Rights of Way team as blocked

**Blocked Drain on A22:** Cllr. McBryde has again reported the drain on the A22

**Overgrown Hedge at The Glebe:** Cllr. McBryde has reported this to Surrey Highways

**Stiles Replaced:** Cllr. McBryde reported that the stiles on the footpath from Crawley Down Road to the allotments have been replaced.

**Crawley Down Road Sign:** Cllr. Lea reported that he had received a response from TDC to say that they would be scheduling replacement road signs over the summer.

**Damaged Tree in Woods:** Cllr. Groom reported that a tree in the woods behind the Village Hall appeared to be dead. **Action:** Clerk to liaise with the Tree Officer.

**By-Laws Sign:** Cllr. Clarke suggested that the sign should be updated and replaced. **Action:** Clerk to add to list of future projects.

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

**Drainage Ditch along Crawley Down Road:** Has not yet been cleared by TDC

**Playground Replacement Fence and Path Repairs:** Delays in CIL being received has led to supply issues with suitable fencing. Clerk and contractor are trying to source alternatives. **Action:** Clerk to progress.

**Advertising Signs:** Surrey Highways removed the advertising sign placed on a pallet and left on the roadside on Rowplatt Lane.

**Blocked Drain on A22:** A formal complaint has now been submitted to Surrey Highways after the last report was closed with the response that the drain floods following rain. The report has been reopened.

**Action:** Clerk to monitor.

## 11. PLANNING

### (i) Applications in Felbridge

**Applications considered under Delegated Authority after consultation:**

**2025/352 1 Hedgecourt Place, Felbridge, RH19 2PJ**

**Resolved:** No Action

**2025/387 Cherry Hinton, Domewood, RH10 3HD**

**Resolved:** Felbridge Parish Council are not averse to style of alterations proposed but are concerned that the volume expansion vs the original dwelling as defined in policy DP13(E) may be greater than +40%. The volume calculation provided is against the existing dwelling, not that present in December 1968. We therefore request that a volume calculation in accordance with DP13(E) is provided before FPC provide their view regarding this development in the Green Belt. If TDC are minded to approve this application then Felbridge Parish Council seek a planning condition to prevent the annexe being split from the main dwelling in the future which we believe would subdivide the plot in a manner disproportionate the local area. We believe the annexe should remain incidental to the enjoyment of the main dwelling house.

**Applications considered at the meeting:**

**2025/493 Yerba Buena, Herons Close, Copthorne, RH10 3HF**

**Resolved:** No Action

**2025/533 12 Rowplatt Lane, Felbridge, Surrey RH19 2PA**

**Resolved:** No Action

**(ii) Adjoining Planning which may affect Felbridge**

Nothing which directly affects Felbridge

**(iii) MSDC Development on Felbridge Border** Nothing new to report.

**12. CLERK'S REPORT**

**Correspondence:**

**Rubbish on Warren Close verge:** Resident emailed to complain about rubbish left on the verge outside their property. A link to submit a report on the TDC website was provided and it was explained that residents should submit reports themselves since they can respond to additional questions and will receive updates.

**Objection to Laurels/Oaks application** – referred to TDC Planning Officer

**Damaged CCTV Sign:** Clerk to arrange a replacement sign for Village Hall Car Park area.

**Planning Enforcement: Dormer Cottage site, Woodcock Hill.** Report submitted to TDC Planning Enforcement after the site was cleared of trees and vegetation and a tarmac surface laid on part of the site in breach of planning conditions. TDC responded quickly. Enforcement reference is ENF/2025/71.

**13. VEXATIOUS COMPLAINANT POLICY**

**Resolved:** Councillors approved a new policy to address potential issues with vexatious complaints.

**Action:** Clerk to upload to the FPC website.

**14. BUSINESS FOR NEXT MEETING**

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

The next full meeting will take place on Thursday 3<sup>rd</sup> July. A planning meeting is scheduled for Thursday 19<sup>th</sup> June.

The meeting closed at approximately 2035.

Patricia Slatter

Clerk to Felbridge Parish Council

[www.felbridge-pc.org.uk](http://www.felbridge-pc.org.uk)

