

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 Thursday 3rd December 2015 at 7.30pm in the Village Hall

Present:

Mr. Jeremy Clarke (Chairman)	Mr. Michael Sydney (County Councillor)
Mrs Joan Harwood	Mr. Brian Apps
Ms. Georgina Chapman	Mrs. Linda Hainge
Mrs. Bridget Huntington	Mrs. Patricia Slatter (in attendance)
Mr. Ken Harwood (District Councillor)	

1. **APOLOGIES FOR ABSENCE** – were received from Mr. Ian McBryde.

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

There were no additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on Thursday 5th November 2015 were approved and signed.

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

(i) **MSDC Planning Policy Update – District Plan 2014-2031: Consultation Draft:** FPC will respond when the Consultation process opens.

(ii) **Damaged Verge/Footpath:** Neither TDC, SCC or FPC have any record of works on the footpath outside 34 Crawley Down Road. **Action:** Ken Harwood is to collate information and report back.

5. **ONGOING ITEMS**

(i) **Community Consultation:**

Transport/Environment and Green Issues: –

Actions completed:-

a. **Welcome to Felbridge White Gates:** Jeremy Clarke to liaise with SCC to agree designs for double gates at each of the three locations on Crawley Down Road, Copthorne Road and on the A22 near the Woodcock Inn. Michael Sydney has agreed to add the £1.5K he had offered in funding to the 2016 reserve to allow time for agreement to be reached. **Action:** Jeremy Clarke to liaise with SCC and report back to next meeting.

b. **Gullege Bridleway** – Linda Hainge reported that she was struggling to get builders to quote for the works needed and will continue to do so. It was difficult to source funding without costings.

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

a. **Seats** – Jeremy Clarke advised that FPC should ascertain whether planning permission is required before placing the order. Ken Harwood suggested that the PCC might have funding available. **Action:** Jeremy Clarke to create planning application. **Action:** Ken Harwood to provide information on potential PCC funding. Clerk to request that overhanging trees are cut back.

Hub Project: It was noted that a late cut had taken place during a period of bad weather.

6. **FINANCE**

- (i) **Cheques:** Issue of the following cheques was approved by the council under Standing Orders and the cheques were signed:

160	P. Slatter	589.24	Dec Salary (with back pay)
161	P. Slatter	294.62	January Salary
162	HMRC	147.32	December Tax
163	HMRC	73.66	January Tax
164	B. Wright	36.00	Bus Shelter Cleaning (Dec)
165	B. Wright	36.00	Bus Shelter Cleaning (Jan)
166	P. Slatter	53.78	Nov Allowance/Petty Cash

- (ii) **Financial Position at 1st December 2015:** Schedule of Payments and Receipts

DATE	RECEIPTS	DETAILS	TOTAL	
	Nil		Nil	
	PAYMENTS			
DATE	TO	DETAILS	CHQ. No.	TOTAL
01.11.15	P Slatter	Clerk's Sal - November	155	221.00
"	H M Revenue & Customs	Clerk's tax - October	156	55.20
"	P Slatter	New Printer	157	99.99
"	B Wright	Bus Shelter Cleaning - Nov	158	36.00
	P Slatter	Office All'ce Oct/Sept Expenses	159	50.00
		BANK BALANCES		
	Current Account Bank Balance			9326.46
	Less outstanding cheques			-91.20
	Cashbook Balance			9235.26
	Business Reserve Account			25034.02
	TOTAL BALANCES			34269.28
	Less reserves for new playground area shelter, A264 fencing, traffic calming and Village Gates			-14500.00
	AVAILABLE FUNDS			19769.28

- (iii) **Section 137 Payments:** There were no requests received for payments made for this period.

- (iv) **Precept:** Brian Apps proposed that the precept should remain at the current level. This was seconded by Jeremy Clarke and agreed by all councillors

7. **DOCUMENT CONTROL:** It was proposed by Brian Apps and seconded by Jeremy Clarke that FPC adjust document control to meet the NALC guidelines. **Agreed:** FPC to adopt the National Association for Local Councils' guidelines for Document Control.

8. **DEFIBRILLATOR IN FELBRIDGE:** SCC have requested full information on discussions and research relating to the defibrillator before releasing the funding from Michael Sydney's reserve. **Action:** Clerk to provide information required and liaise with SCC regarding funding.
9. **TRANSPARENCY CODE FOR SMALLER COUNCILS** Clerk has now receiving information from HugoFox to set up the new FPC website. Jeremy Clarke has images which can be used. **Action:** Clerk to establish a basic layout for discussion at the next meeting.
10. **COUNCILLORS' FEEDBACK**
- (i) **Ebor Lodge:** The owners have confirmed that they will restore the verge to grass so that it can be included in future cuts. Clerk has written to the owners to confirm that since they removed the grass verge they must reinstate it. Once this has been done the verge will again be included in the regular cuts. **Agreed:** To be followed up at next meeting.
 - (ii) **The Jubb Report:** A response was received from the office of the Minister for Transport which councillors considered disappointing. The Minister will not request that SCC adopt the findings of the Jubb Report since it is considered that decision should be made at county level. Ken Harwood reported that he would continue to lobby at TDC for the report to be adopted and noted that both MSDC and EGTC have both adopted the report's findings.
 - (iii) **Dog Bin For Furnace Wood Layby:** TDC are to relocate the dog bin which had been installed in the wrong location. **Action:** Clerk to report back to next meeting.
 - (iv) **Mormon Temple Roundabout:** SCC advised that the chevron signs at this roundabout have now been restored to the correct height.
 - (v) **Beef & Faggot Trust Meeting:** Joan Harwood reported that she had attended the last meeting and that twenty people from the local area would be receiving funds from the Trust.
 - (vi) **Village Hall Playground:** Linda Hainge reported that the fencing by the swings was damaged. **Action:** Clerk to report to Steve Hyder at TDC
 - (vii) **Land Adjacent to Acacia Cottage:** Linda Hainge reported that trees had been felled and removed from the land adjacent to Acacia Cottage on the Crawley Down Road. Jeremy Clarke reported that he had been made aware and confirmed that the trees were not protected by Tree Protection Orders.
 - (viii) **Sign on Village Green:** Bridget Huntington reported that a directional sign for a housing development had been placed on the Surrey Highways sign at the apex of the village green which she believed was at a height which affected sightlines. **Action:** Clerk to report to Surrey Highways.
 - (ix) **TDC Local Plan Meeting:** Jeremy Clarke had attended the first presentation on behalf of FPC. Ian McBryde is to attend the second session. Jeremy Clarke reported that the meeting was to share information relating to TDC's plans to respond to their requirement to provide additional housing. TDC had to look at all options for future development including removing some of the 94% of Tandridge land which is in the Green Belt. This did not mean that such action would be taken but it was necessary to show that all options had been covered.
 - (x) **TDC Local Assembly Meeting:** Jeremy Clarke and the Clerk attended the annual assembly on behalf of FPC. Jeremy Clarke reported that attendees had been told that protection of the Green Belt was a first priority for TDC when considering future development. There was a briefing on finance which included the option of sharing facilities and overheads with other local councils. TDC were looking at options for funding public toilets which included toilets maintained by TDC staff and Local Loo schemes where shops and fast food outlets open their toilets for public use in return for funding from TDC. There might be options within these plans which would help FPC establish an outside toilet facility in the Village Hall grounds.
 - (xi) **Birches Wood:** Jeremy Clarke reported that Bluebell Properties Pension Fund (BPPF) had purchased Birches Wood and that the Forestry Commission would restore and maintain the woodland thus protecting it from development. Initially the public would be asked to keep away from the land while works were being undertaken. More information was available on www.bircheswood.com

- (xii) **Tony Leppard:** Ken Harwood reported that resident Tony Leppard had been instrumental in ensuring that Birches Wood was now to be protected as a local asset and had worked for years to protect the ancient woodland. He asked if FPC had any objection if he requested that the name of the wood be changed to Leppard Wood. **Agreed:** Although outside the jurisdiction of FPC, councillors had no objection to the proposed name change.
- (xiii) **Review of Traffic Management:** Ken Harwood asked SCC why were there cameras monitoring junctions and roads in the Felbridge area. He was told that this was part of a real-time review of traffic management. Ken Harwood has asked that in future FPC are made aware of any such plans in advance.
- (xiv) **Fly Tipping:** Ken Harwood reported that two people had been caught fly tipping near Hedgecourt Lake thanks to CCTV cameras which were installed in the area.
- (xv) **Policing Levels:** Ken Harwood reported that in the Tandridge South area there is now only one PC and one PSCO both based at Lingfield. This is down from a previous level of three PCs and two PCSOs. Ken Harwood has written to Kevin Hurley and will pursue with the Police Commissioner.

11. **SURREY HIGHWAY REPAIRS:**

- (i) **A264/A22 Junction at Star Inn:** Michael Sydney to meet with Councillor Heidi Brunson from East Grinstead Town Council to agree a strategy for working together to create a joint plan for improving traffic flow through East Grinstead and Felbridge. **Action:** Michael Sydney to report back.
- (ii) **Meeting with Colin Pearce to look at Felbridge Issues:** Michael Sydney suggested that he arranged a meeting with Colin Pearce to visit the village and look at ongoing issues. Two representatives from FPC to attend. **Action:** Michael Sydney to report back with potential dates.
- (iii) **Footpath Between Doves Barn and Furnace Wood:** Brian Apps reported that residents, particularly those who use mobility scooters, were unable to use this route since the footpath was so badly overgrown. The Clerk had reported the issue but SCC had responded that it was not considered urgent. **Action:** Michael Sydney agreed to follow up.
- (iv) **A264 Resurfacing:** Jeremy Clarke reported that WSCC had resurfaced an area of SCC land near to the Crawley Down Garage. The finish was poor and uneven. **Action:** Michael Sydney to follow up.
- (v) **Surrey Highways Staffing:** Jeremy Clarke asked Michael Sydney about potential staffing changes at Surrey Highways. Michael Sydney responded that he was doing all he could to ensure that staffing levels covering the Tandridge area were not reduced.
- (vi) **Drain Cover at Star Junction:** Bridget Huntington reported that there was a damaged drain cover on the A264 carriageway westbound near to the junction. **Action:** Clerk to report to Surrey Highways.

12. **PLANNING APPLICATIONS**

There were no planning applications for consideration.

13. **CONSULTATIONS**

- (i) **Gatwick Airport Consultation:** There was a discussion on the effect on residents of changes to flight patterns over the Felbridge area now that the Post Implementation Review had been published. Regulations require the CAA to work with the local community and they have received in excess of 15,000 responses. Jeremy Clarke commented that he would like clarification of how residents' feedback has been used in the review. **Action:** Jeremy Clarke to write to GAA and copy Gatcom.

14. **CLERK'S REPORT**

- (i) **Annual Parish Assembly:** It was proposed that the annual assembly should be extended to a quarterly meeting and the start time put back to allow councillors to attend after work.
- (ii) **Food Waste Bin Liners:** TDC are to distribute liners for indoor food waste bins to encourage more residents to use them.
- (ii) **Winter Weather:** TDC have issued a newsletter on cold weather actions and are again requesting that local people volunteer to clear snow from footpaths in their local areas.
- (iii) **EGCVS Closure:** At the AGM on 8th December the closure of the EG group will be confirmed and the area will now be covered by the Horsham and Mid Sussex Voluntary Association.

15. **ANY OTHER BUSINESS**

- (i) Brian Apps would not be able to attend the next planning meeting scheduled for 17th December.
- (ii) Linda Hainge reported that the layby at the end of Mill Lane was in poor repair and covered in mud. It was agreed that this was partly due to HGVs being incorrectly directed down Mill Lane by SatNavs and then having to turn at the end to come back. **Action:** Clerk to send note to Michael Sydney who would follow up.

16. **BUSINESS FOR NEXT MEETING**

There was no additional business for the next meeting.

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

The next Parish Council Meeting will be held on Thursday 4th February 2016 at 7.30pm, in the Committee Room. Planning Meetings are scheduled for Thursday 17th December; Thursday 7th January and Thursday 21st January.

The meeting closed at approximately 9.35pm

Attached: Surrey Highways Repairs List

Patricia Slatter
Clerk to Felbridge Parish Council
14th December 2015

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