

# **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 3<sup>rd</sup> May 2012 at 7.40pm in the Village Hall and of the Planning Meeting held on 19<sup>th</sup> April 2012**

Present: Mr Ian McBryde (Chairman)  
Mr Brian Apps  
Mr Jeremy Clarke  
Mrs Linda Hainge  
Mrs Joan Harwood – attended part of meeting  
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 PERSONAL AND PREJUDICIAL INTERESTS**

There were no additions to those previously registered.

The Chairman welcomed two residents from Springfield Gardens who have recently moved to Felbridge and wished to observe the meeting.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Annual Parish Meeting and Parish Council Meeting held on 5<sup>th</sup> April 2012 and the Planning Meeting held on 15<sup>th</sup> March 2012 were approved and signed.

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

- (i) **Gullege Bridleway:** WSCC will be improving the bridleway running east-west from Hophurst Farm to the Gullege as the surface is almost impassable on foot. WSCC consider the surface of the bridleway running north-south to be good enough to meet their requirements for bridleway access. **Resolved:** Clerk to write to the resident who raised this at the Annual Parish Meeting.
- (ii) **Felbridge Garden Plots:** An email has been received from the Garden Plots Society confirming that they are conscious of their responsibilities regarding parking by their members.
- (iii) **Queen Elizabeth II Fields:** Grants are now available from the SITA Trust Queen Elizabeth II Fields for projects which would benefit the wider community. TDC will reply to the letter received from FSRA, once TDC are in receipt of the deeds of dedication for the site.
- (iv) **Litter Bins:** The old bins will be removed by TDC w/c 30<sup>th</sup> April. There seems to be a lot of litter dropped around the skateboard ramp. **Resolved:** Clerk to ask TDC to supply and install a litter bin by this ramp.
- (v) **Parking on verges in Rowplatt Lane:** A vehicle has been seen driving along the pavement and parking on the verge at the end of Rowplatt Lane. Clerk has informed PC Barry Reece and sent a letter to the resident.
- (vi) **Queen's Diamond Jubilee:** Clerk has completed the application form to apply to the TDC Local Committee for a donation towards the cost of the trees planted in February. **Resolved:** Clerk to follow up with Michael Sydney.

- (vii) **Olympic Torch Relay:** Clerk has given names of volunteers to be stewards to TDC. A representative from Inchoir, a local community choir, has asked if they could provide some entertainment prior to the arrival of the torch. **Resolved:** Clerk to arrange training day for volunteers with TDC, and forward the request from Inchoir to TDC with FPC's support.
- (viii) **Felbridge Country Show:** FPC will have an outside stand with a gazebo at this show. A timetable for councillors to man this stand was agreed – 11am – Brian, 12pm – Bridget, 1pm – Ian, 2pm – Peter, 3pm – Ros. Posters for display stand to be agreed.
- (ix) **Verge in Copthorne Road:** A letter has been sent to the residents of all properties between No. 84 and Housman Close to ask them to try to protect the verges from damage.
- (x) **Conifer Tree on verge in Copthorne Rd:** A reply has been sent to the residents pointing out that this land belongs to SCC who may ask them to remove the tree.
- (xi) **Felbridge History Board:** The boards have arrived and will be erected on the two noticeboards.
- (xii) **Hub Project:** The Hub Working Group has a review meeting with the contractor on 9<sup>th</sup> May. Councillors to give comments on grass cutting to date to Peter Wickenden. It was agreed that the first urban cut was excellent. It has been agreed that the hub contractor will be paid in 12 equal monthly instalments.
- (xiii) **Parking on verges in Crawley Down Road:** Steve Hyder, TDC, has emailed a letter to be placed on vehicles parking on the verges.
- (xiv) **TVSC:** TVSC have supplied details of organisations in Felbridge that they have supported over the past year. **Resolved:** It was therefore agreed that FPC would renew their membership from April 2012 at a cost of £10pa.
- (xv) **Felbridge and Sunnyside Cricket Club:** Bridget Huntington agreed to check the new practice nets.

## 5. **SURREY HIGHWAY REPAIRS:**

- (i) **Pothole in Rowplatt Lane:** Road has subsided outside No. 55. Cone placed in pothole. **Resolved:** Clerk to report to SCC.
- (ii) **Crawley Down Road:** There is a dip in the road outside Oak Farm Place, following work carried out in the past by a utility company. **Resolved:** Clerk to report to SCC.
- (iii) **Blocked Drain by Furnace Wood:-** Ref 83074257. **Resolved:** Clerk to re-report to SCC.
- (iv) **White Lines on Woodcock Hill:** Ref 83096791. **Resolved:** Clerk to re-report to SCC.
- (v) **Potholes at entrance and along Access Road to Furnace Wood:** A representative from SCC was seen surveying the potholes on 20<sup>th</sup> April. Michael Sydney to follow up with SCC. These potholes are now getting larger. **Resolved:** Clerk to re-report to SCC.
- (vi) **Puffin Crossing:** Still long delay and pedestrian button keeps cancelling. **Resolved:** Clerk to re-report to SCC.
- (vii) **Post broken on pavement to rear of Star Inn, Copthorne Road:** Still not removed and very dangerous. Ref no 222151. **Resolved:** Clerk to re-report to SCC.

## 6. **ONGOING ITEMS**

- (i) **Village Sign:** Jeremy Clarke is looking at quotes.
- (ii) **Community Consultation:** The first meeting for volunteers has been arranged for 9<sup>th</sup> May. It was agreed that Jeremy Clarke should chair this meeting, following an introduction by Ian McBryde. TDC Planning Dept are arranging an

information/training session on neighbourhood planning on 20<sup>th</sup> June. **Resolved:** It was agreed that Ian McBryde and Peter Wickenden would represent FPC.

## 7. **LITTER IN CRAWLEY DOWN ROAD**

An email has been received regarding the litter dropped between the school and the village hall. Some litter is caused by the method of refuse collection. **Resolved:** Ken Harwood agreed to write to TDC to ask if the refuse collectors could be instructed to collect up any loose debris when refuse bags split. Clerk to send a letter to Felbridge and Imberhorne Schools and Roche Dance School to ask them to instruct students not to drop litter. Ian McBryde agreed to speak to Felbridge School about a poster competition.

## 8. **PARKING PROBLEMS AT THE ENTRANCE TO WHEELERS WAY, AND THE CRAWLEY DOWN ROAD/ROWPLATT LANE JUNCTION**

The problems at the entrance to Wheelers Way seem to have diminished. Vehicles have been parking right on the junction of Crawley Down Road/Rowplatt Lane and partly blocking the pavement. **Resolved:** Clerk to contact Surrey Police and send letter to houses in Crawley Down Road and Rowplatt Lane.

## 9. **FINANCE**

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

914	B. Wright	Bus shelter cleaning for May	£30.00
915	R. White	Clerk's salary for May	£222.19
916	HM Revenue & Customs	Income Tax for May	£55.40
917	R White	Office Allowance for May 12 and Petty Cash for Apr	£124.78
918	Peter Frost	Internal Audit Fee	£83.30
919	Felbridge Gardening Club	Donation towards deer fencing	£1,000.00
920	Society of Local Council Clerks	Clerk's membership for 2012/13	£83.00
921	East Grinstead CVS	Membership for 2012/13	£10.00

(ii) **Section 137 Payments:** None.

(iii) **Approval of Annual Return and Accounts:** The internal audit has been completed – there were no comments. The Annual Accounts were approved by the Council and signed. The accounting statements for 2011/12 were approved by the Council and recorded as minute reference 9(iii), The annual governance statement was approved by the Council and recorded as minute reference 9(iii).

(iv) **Membership of GACC:** It was agreed to renew FPC's membership for the year commencing 1<sup>st</sup> May 2012, at a cost of £10pa.

## 10. **COUNCILLORS' FEEDBACK**

(i) **Finance:** The first instalment of the Precept (£7,500) has been paid into FPC's bank account. £3,000 has been put into reserve for 2012/13 (£3,000 also in reserve from 2011/12) towards the cost of replacing the skateboard ramp.

(ii) **Youth Service for Tandridge:** The TDC Local Committee have agreed to keep this service in-house and retain Jane Wilson, the current Tandridge Team Manager.

(iii) **Dog waste bins:** A bin in Mill Lane just before the lake was knocked down by the road surfacing contractor and removed. Also a bin is required on the A264, at the end of the track from the sailing club. **Resolved:** Clerk to ask TDC if they can supply two bins.

(iv) **Noticeboard:** A new noticeboard has been installed outside Ken Harwood's house.

- (v) **Development land:** It was reported that a developer has been in contact with TDC about a piece of land off the A22 near the old police house for affordable housing.
- (vi) **The Three Woods Action Group:** This group has been very active with Gatwick overflying on the easterly departure route. They have written to BA and Monarch re changing their route, following the agreement reached with Easyjet.
- (vii) **Litter Bin in Crawley down Road by bus shelter:** The bin and verge have been damaged by the contractor carrying out work on the temporary generator. Two orange plastic barriers have been left by Skanska by the lamppost. **Resolved:** Clerk to report to TDC.
- (viii) **Scouts:** The Scouts are holding a fair on Sunday, 13<sup>th</sup> May to raise funds for a new minibus.

Mr Ken Harwood left the meeting.

## 11. **PLANNING APPLICATIONS**

**Planning Meeting held on 19<sup>th</sup> April** attended by Jeremy Clarke, Brian Apps, Linda Hainge, Joan Harwood, Bridget Huntington, Ian McBryde, and Peter Wickenden.

### **Applications Acknowledged 26<sup>th</sup> – 30<sup>th</sup> March 2012**

None in Felbridge

### **Applications Acknowledged 2<sup>nd</sup> – 6<sup>th</sup> April 2012**

**TA/2012/462:** Felbridge Showground, 72A Copthorne Road, Felbridge. Demolition of existing stables and dwelling. Erection of replacement dwelling and stable block.

**Resolved:** No Action.

**TA/2012/373:** Sage Cottage, Effingham Road, Copthorne. Erection of detached garage. (Certificate of lawfulness for a proposed use/development). **Resolved:** FPC have no objections unless there is a new road entrance being created onto the highway. The application does not make this clear.

**TA/2012/415:** Churchill Farm Cottage, Stubpond Lane, Newchapel. Construction of cellar (Certificate of lawfulness for an existing development). **Resolved:** No Action.

### **Applications Acknowledged 10<sup>th</sup> – 13<sup>th</sup> April 2012**

**TA/2012/336:** Green Coppice, West Park Road, Copthorne. Erection of car port and woodstore (Certificate of Lawfulness for a proposed use or development). **Resolved:** FPC have no objections but are concerned about the close proximity to the boundaries and none of the plans actually provide these distances.

A letter received from residents regarding housing development in Copthorne Road was discussed and a reply drafted and agreed by all councillors. **Resolved:** Clerk to send agreed letter to the residents.

### **Parish Council Meeting held on 3<sup>rd</sup> May 2012**

#### **Applications Acknowledged 16<sup>th</sup> – 20<sup>th</sup> April 2012**

None in Felbridge

#### **Applications Acknowledged 23<sup>rd</sup> – 27<sup>th</sup> April 2012**

**TA/2012/501:** Twitten Grange, 10 Twitten Lane, Felbridge. Erection of shed in rear garden. **Resolved:** No Action

Mr Ken Harwood rejoined the meeting.

## 12. **CLERK'S REPORT**

- (i) **TDC New Recycling and Waste Service:** TDC would like to hold a road show in Felbridge. **Resolved:** Clerk to suggest they have a stand at the Felbridge Country Show on 16<sup>th</sup> June.
- (ii) **Voluntary Sector Media Training:** TVSC are holding training courses on 18<sup>th</sup> and 25<sup>th</sup> May.

- (iii) **Felbridge Country Show Group:** A letter of thanks has been received for FPC's donation of £800.
- (iv) **Guides:** An email has been received asking for a donation towards the cost of a new tent. **Resolved:** It was agreed to add this item to the June agenda. Clerk to suggest they also apply to the TDC Local Committee for a grant.
- (v) **Volunteers Week 1-7 June:** TVSC have asked if FPC know of any events taking place to celebrate volunteering. FPC are not aware of any.
- (vi) **Circulation:** GACC Newsletter, April 2012; TDC List of Delegated Action Taken, 18 Apr 12; Village SOS E newsletter, 12 Apr 12; SLCC Newsletter, Apr 12; GACC Note re Councils support of GACC, 18 Apr 12; Email re Tandridge Youth Service, 20 Apr 12; Email from Marie Curie re Free Will writing scheme, 20 Apr 12; TDC News Release re Chairman's Civic Day, 24 Apr 12; Email from Surrey Police re vehicle crime, 26 Apr 12; Information about Parish Online, 1 May 12; Letter re Community Games, 23 Apr 12; The Playing Field, Spring 12; SCC Highways Bulletin, 1-15 May 12; TDC News Release re Diamond Jubilee Street Parties, 3 May 12.

13. **BUSINESS FOR NEXT MEETNG**

- (i) Request from Guides for a donation towards the cost of a new tent.

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

The next Parish Council Meeting will be held on Thursday 7<sup>th</sup> June at 7.30pm. A Planning Meeting will be held on 17<sup>th</sup> May.

The meeting closed at approximately 9.48pm.

RW

21 May 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.