

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 5th April 2012 at 8.00pm in the Village Hall and of the Planning Meeting held on 15th March 2012

Present: Mr Jeremy Clarke (Chairman)
Mr Brian Apps
Mrs Linda Hainge
Mrs Joan Harwood
Mr Ian McBryde
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** – were received from Mrs Bridget Huntington.

2. **DISCLOSURE OF PERSONAL AND PREJUDICIAL INTERESTS**

There were no additions to those previously registered.

The Chairman welcomed a resident of The Limes who was concerned about the planning application at Glendale which was discussed at the meeting on 1st March 2012.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 1st March 2012 and the Planning Meeting held on 16th February 2012 were approved and signed.

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

- (i) **Felbridge Garden Plots:** An email has been received from David Curl, SCC Parking Team Manager, who cannot condone parking on or partly on the verge, which would cause ruts and damage that, according to the Highways Act, is an offence. **Resolved:** Clerk to forward this email to the Garden Plots Society and suggest they speak to PC Moira Cocks.
- (ii) **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.
- (iii) **Litter Bins:** The 4 new bins have now been installed and the vandalised bin at Hedgecourt Lake has been reinstalled. The old bins will be removed by TDC. All the bins were very full w/c 2nd April. **Resolved:** FPC to monitor.
- (iv) **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. **Resolved:** Clerk to inform PC Barry Reece and send letter to the resident.
- (v) **Queen's Diamond Jubilee:** All 4 trees were planted at end February. Total cost was £523. Michael Sydney suggested that FPC apply to the TDC Local Committee for a donation towards the cost of these trees. **Resolved:** Clerk to complete application form.
- (vi) **Olympic Torch Relay:** Clerk has given names of volunteers to be stewards to TDC. Training is likely to be in early July.

- (vii) **Felbridge Country Show:** A temporary road closure order has been granted. FPC will have an outside stand with a gazebo at this show. **Resolved:** Timetable for councillors to man this stand to be agreed at next meeting.
- (viii) **Verge in Copthorne Road:** All verges between No. 84 and Housman Close are badly damaged. **Resolved:** Clerk to write to residents of these houses to ask them to try to protect these verges from damage.
- (ix) **Conifer Tree:** An email has been received from the residents giving their reasons for planting this tree. **Resolved:** Clerk to reply pointing out that this land belongs to SCC who may ask them to remove it.
- (x) **Lyric Cottage, Rowplatt Lane:** The hedge has been cut back and a fence erected.
- (xi) **London to Brighton Sponsored Walk – 12th May:** The organisers of this event have asked for details of ownership of the field west of the tennis club. FPC do not have any current information regarding ownership.

5. **SURREY HIGHWAY REPAIRS:**

- (i) **Missing Drain Cover in Copthorne Road:** Email received from SCC 15.3.12 apologising for delay and saying they have placed a new order for a replacement gully.
- (ii) **Potholes in Access Road to Furnace Wood:** Michael Sydney is pursuing with SCC.
- (iii) **Post broken on pavement to rear of Star Inn, Copthorne Road:** reported to SCC 14.3.12, ref no 222151.
- (iv) **Footpaths alongside A22:** The pavements have been cleared from The Limes to Woodcock garage.
- (v) **Footpaths alongside Copthorne Road:** The pavements have been cleared from Rowplatt Lane to the county boundary.
- (vi) **Trees overhanging footpath alongside Snowhill Road.** The trees have been cut back and the pavements cleared.

6. **ONGOING ITEMS**

- (i) **Village Sign:** The detailed quote from Heritage Finger Posts has increased. Jeremy Clarke is looking at other quotes.
- (ii) **Community Consultation:** A letter has been sent to all volunteers suggesting dates for the first meeting. Clerk will confirm most convenient date to volunteers and councillors and book a venue.
- (iii) **Felbridge History Board:** Jeremy Clarke has obtained a quote for £85 for two boards. **Resolved:** It was agreed to order two boards.
- (iv) **Hub Project:** The contract with the new contractor has been signed by Lingfield Parish. The first rural cut is due to take place w/c 9th April, with the first urban cut w/c 16th April. The contractor will liaise with TDC to arrange for the areas to be litter picked prior to grass cutting. Clerk met with contractor on 13th March to confirm all areas to be cut. As a result of legal advice, all parishes in the Hub have been asked to agree to give 8 months notice of any intention to withdraw from the agreement. FPC's Chairman signed the letter to confirm FPC's agreement. **Resolved:** It was agreed that each councillor would be responsible for reporting any problems with verge cutting, as follows: Copthorne Road – Brian/Peter; Crawley Down Road – Peter; Rowplatt Lane – Linda; Mill Lane/Tangle Oak – Joan; A22/Woodcock Hill – Ian/Bridget; Snow Hill Road/Lane – Jeremy.

7. **REVIEW OF RISK MANAGEMENT AND INTERNAL AUDIT EFFECTIVENESS**

- (i) **Risk Management**: This was agreed subject to the amendment of point 55 to read ‘Clerk registered as a Data Controller under Data Protection Act’. Action taken February 2012.
- (ii) **Internal Audit Effectiveness**: This was agreed. The renewal of the appointment of Peter Frost as internal auditor was agreed.

8. **TANDRIDGE PARKING STANDARDS CONSULTATION**

This was discussed. FPC fully support the draft standards and welcome TDC’s changes.
Resolved: Clerk to respond to TDC.

9. **FINANCE**

- (i) **Cheques**: The following cheques were approved and signed:
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|-----|------------------------------|---|----------|
| 906 | B. Wright | Bus shelter cleaning for Apr | £30.00 |
| 907 | R. White | Clerk’s salary for Apr | £222.19 |
| 908 | HM Revenue & Customs | Income Tax for Apr | £55.40 |
| 909 | R White | Office Allowance for Apr 12 and Petty Cash for Mar | £84.13 |
| 910 | Felbridge Country Show Group | Donation towards initial costs | £800.00 |
| 911 | Tandridge District Council | Supply and install bench | £1286.40 |
| 912 | P Thackaberry | Supply and plant 4 Sweet Chestnut trees | £523.00 |
| 913 | SCAPTC | Annual Subscription for 2012-13 | £587.39 |
- (ii) **Section 137 Payments**: None.
- (iii) **Clerk’s Membership of SLCC**: It was agreed that FPC would pay the Clerk’s membership for 2012, at a cost of £83.
- (iv) **Felbridge Gardening Club**: A donation of £1,000 was agreed towards the cost of deer fencing.

10. **COUNCILLORS’ FEEDBACK**

- (i) **Parking on verges in Crawley Down Road**: Users of the sports ground are still parking on the verges. **Resolved**: Clerk to ask Steve Hyder, TDC, for a letter to be placed on offending vehicles.
- (ii) **VAT Refund** has now been received.
- (iii) **Accounts for year ending 31st March 2012**: This was circulated. The internal audit will take place on 11th April.
- (iv) **Brand Cycles**: The owner has approached a councillor with an offer of a contribution towards a new skateboard ramp, in lieu of some advertising on it.
- (v) **VAS Sign in Crawley Down Road**: PC Moira Cocks has confirmed that this sign is accurate.
- (vi) **28 Crawley Down Road**: Contractors vehicles have been parking on the verge during the building of an extension. They have been asked to repair any damage.
- (vii) **SCC**: The Highways budget for Tandridge has been doubled. £150,000 has been made available to restart the community gang system in Tandridge. The lists of highways repairs submitted by parishes are being reviewed – Michael Sydney will give details of road repairs to be carried out in Felbridge at next meeting. County Councillor’s Members’ allowances have also been doubled. The youth service has been devolved down to Local Committee level and the TDC Local Committee have decided to retain the current employee. Michael Sydney suggested that Lingfield Hub parishes could consider a joint project.

Mr Ken Harwood left the meeting.

11. PLANNING APPLICATIONS

Planning Meeting held on 15th March 2012 attended by Jeremy Clarke, Ian McBryde, Linda Hainge, Brian Apps and Joan Harwood.

Applications Acknowledged 27th February – 2nd March 2012

TA/2012/297: The Felbridge Nurseries, Crawley Down Road, Felbridge. The demolition of the existing buildings to provide 10 x detached family houses, together with associated garages, landscaping and open space. (Consultation by Mid Sussex District Council). **Resolved:** Felbridge Parish Council strongly object to this application on the grounds of sustainability. Nothing has materially changed since the Planning Inspector's report into the last application (his comments are extracted below). This site is still not sustainable and will rely heavily on private vehicular transport. "Previously developed land can be considered a sustainable resource but it needs to be in a sustainable location. In this case, although connections to existing footpaths would be made and there are cycle ways nearby, the site is not within, or adjacent to, the urban area as required by SEP policy SP3. Nor is it within easy walking distance of the main shopping area (4km) or the village shop (1.1km), medical facilities (2.3km), schools (1.1km and 3.1km) or railway station (3.8km). There is a bus stop within 200m of the site however and the frequency of the bus service has increased since the Local Plan Inspector considered part of the site, although it is still poor in the evenings and on Sundays. Even so, I accept that the bus service will improve the accessibility of the site. Nevertheless, because of the distance of the site from key facilities and its position in the countryside, I agree with the previous Inspector that this would lead to a high degree of private vehicle trips. It cannot therefore be considered to be in an environmentally sustainable location, particularly when compared with other potential development sites nearer to the centre of East Grinstead, and it would not comply with SEP policy CC6 in that respect." *Inspectors report APP/D3830/A/09/2107392/NWF November 2009*

Felbridge Parish Council strongly support the Inspectors views regarding impact on the rural environment; That the proposed development "would extend and consolidate the long thin ribbon of residential development along Crawley Down Road to the detriment of the rural area. It would make it progressively more difficult for the Council to resist further development outside of the built-up area, leading to the erosion of the visual break between settlements and cumulative harm to the rural character of the area. This adds weight to my conclusion that the proposal would materially harm the character and appearance of the area." *Inspectors report APP/D3830/A/09/2107392/NWF November 2009*

Again this is unchanged since the last proposal, the development would still extend along Crawley Down Road and erode the gap between Felbridge and Crawley Down. If the proposal was to be granted permission, we would want TDC to seek protection to the open space in this proposal to prevent future development that would even further impact the rural area.

TA/2012/260/TPO: 3 Springfield Gardens, Felbridge. TPO 10, 2006 (T): Oak – reduce large scaffold limb growing towards house by 2.5m – removing forked limb with previous pruning wound. **Resolved:** FPC support the opinion of the tree officer.

TA/2012/274: 18 Wembury Park, Newchapel. Erection of part single, part two storey extension to rear elevation. (Certificate of Lawfulness for a proposed development).

Resolved: No Action.

Applications Acknowledged 5th – 9th March 2012

TA/2012/231: Poppy Place, Domewood. Alterations to walls and erection of new roof to provide first floor accommodation including 2 dormer windows to front elevation and roof light and Juliette balcony to rear elevation and erection of new open porch to front elevation. **Resolved:** No Action.

TA/2012/325: 2 Purley Cottages, West Park Road, Copthorne. Erection of two storey extension to rear elevation and porch to front elevation. **Resolved:** No Action.

Parish Council Meeting held on 5th April 2012**Applications Acknowledged 12th – 16th March 2012**

None in Felbridge

Applications Acknowledged 19th – 23rd March 2012**TA/2012/337:** The Cricket Ground, London Road, Felbridge. Construction of double lane cricket practice pitch. **Resolved:** No Action.**TA/2012/380:** Amber Cottage, 10 Wembury Park, Newchapel. Erection of single storey side/rear extension incorporating garage and first floor rear extension. **Resolved:** No Action.

Mr Ken Harwood rejoined the meeting.

12. **CLERK'S REPORT**

- (i) **TDC New Recycling and Waste Service:** A Councillors Briefing Pack was circulated.
- (ii) **SCAPTC Local Council's Forum, 25th April:** Peter Wickenden will attend this forum at Dorking.
- (iii) **Litter in Crawley Down Road:** An email has been received regarding the litter dropped between the school and the village hall. **Resolved:** To be added to agenda for next meeting.
- (iv) **TVSC:** There is a Network Lunch on 26th April. FPC's membership is due for renewal from April 2012 at a cost of £10. **Resolved:** Clerk to send an email asking for details of support and benefit given to Felbridge residents.
- (v) **Speed Limited in Lingfield Hub parishes:** An email has been received from the Outwood Parish Clerk regarding reduction in speed limits in Outwood and suggesting a joint approach to SCC. **Resolved:** Clerk to respond pointing out that all speed limits in Felbridge have been reduced, apart from the A22.
- (vi) **Sweet Chestnut Tree:** The family of a previous parish councillor would like to plant a sweet chestnut tree in Felbridge in his memory. Clerk has agreed to obtain a quote in October for a tree to be planted next winter.
- (vii) **Clerk's Networking Day:** It was agreed that the Clerk should attend the next course on 21st May, if the agenda is suitable.
- (viii) **Felbridge and Sunnyside Cricket Club:** A letter of thanks has been received for FPC's donation of £1,000.
- (ix) **Locally organised transport schemes:** An email has been received from SCC asking for details of services in Felbridge. **Resolved:** Clerk to reply saying that there are none in Felbridge, apart from EGBus which is run by East Grinstead CVS.
- (x) **Circulation:** St John's Parish News, Mar 12; Countrywatch Newsletter, Mar 12; TDC List of Delegated Action Taken, 7 Mar 12; Highways Bulletin 5-18 Mar 12; Natural World, Spring 12; The Clerk, March 12; SCAPTC Newsletter, Spring 12; TDC News Release re Your Guide to Tandridge, 14 Mar 12; Superfast Broadband Bulletin, Mar 12; Surrey Nature, Spring 12; St Catherine's Hospice Matters, Spring/Summer 12; TDC News Release re Voting on 3 May, 15 Mar 12; TDC News Release re London 2012 Olympic Factsheets, 15 Mar 12; TDC News Release re Olympic Flame, 19 Mar 12; Email from Surrey Police re recent crime, 17 Mar 12; TDC News Release re Spring Tandridge Magazine, 20 Mar 12; Email from Surrey Police re warning to elderly residents, 22 Mar 12; East Surrey Museum Newsletter, Spring 12; GACC Press Release, 26 Mar 12; Mid Sussex Matters, Spring 12; TDC List of Delegated Action Taken, 28 Mar 12; Sam Gyimah MP Newsletter, 28 Mar 12; The Voice, Apr 12; Email from GACC re Draft Masterplan, 29 Mar 12; Environment Agency Bulletin re drought, Apr 12; SCC Bulletin re emergencies, 29 Mar 12; SCAPTC Training dates, 2012; TDC News Release re Easter waste collections, 4 Apr 12; Notes on

Superfast Broadband Project in Surrey, Mar 12; St John's Parish News, Apr 12;
Example of a Parish Council newsletter.

13. **BUSINESS FOR NEXT MEETNG**

- (i) Approval of Annual Return and Accounts
- (ii) Litter in Crawley Down Road

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

The next Parish Council Meeting will be held on Thursday 3rd May at 7.30pm following the Annual Meeting. A Planning Meeting will be held on 19th April 2012.

The meeting closed at approximately 10.35pm.

RW

17 April 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.