

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 3rd November 2016 at 7.30pm in the Village Hall.

Present:

Mr. Jeremy Clarke (Chairman)

Mrs. Linda Hainge

Ms. Georgina Chapman

Mr. Michael Sydney (County Councillor)

Mrs. Patricia Slatter (in attendance)

Mrs. Bridget Huntington

Mrs. Joan Harwood

Mr. Brian Apps

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 already disclosed.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on Thursday 6th October 2016 were approved and signed.

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

(i) **Damaged Verge/Footpath, Crawley Down Road**: Surrey County Council and Tandridge District Council continue to dispute responsibility for the footpath along Crawley Down Road. Steve Hyder from TDC made a site visit and said that his maintenance team would dig a channel to allow standing water outside no. 34 to drain into the nearby ditch. This work is done on the understanding that TDC still consider the footpath to be the responsibility of SCC. **Action**: Clerk to monitor.

5. **ONGOING ITEMS**

(i) **Community Consultation:**

Transport/Environment and Green Issues: –

a. Welcome to Felbridge White Gates: Michael Sydney has raised the cost of gates with SCC and was advised that the cost of constructing the gates in wood was contributing towards the higher costs. **Resolved**: It was agreed that the gates could be made from a low maintenance wood substitute with wood grain. **Action**: Clerk to liaise with Philippa Gates at SCC regarding product specification and ask for revised prices.

b. Gullege Bridleway – Clerk to prepare application for funding from the Gatwick Area Conservation Trust once applications open in January 2017. **Action**: Clerk to monitor.

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

a. Fencing between Village Hall Grounds and Copthorne Road – Clerk is meeting with Nick agricultural contractor Nick Dance on 10th November to clarify the specification for these works and will report back. **Action**: Clerk to report back.

b. Temporary Toilet Facilities in Village Hall Grounds: The temporary toilet has been removed for the winter and will be rebooked in May 2017.

c. Shelter in Village Hall Grounds: The damaged panel on the shelter has been replaced.

- (iii) **Hub Project:** Michael Sydney reported that it was likely that SCC would be reviewing their contribution to projects such as grass cutting and maintenance as a result of reductions in funding from central government. **Action:** Michael Sydney is to report back to the next meeting and advise on future funding for the Hub Project and similar initiatives.

6. FINANCE

(i) **Current Account**

<u>RECEIPTS FROM</u>			TOTAL £
DATE			
October	Nil		0.00
			<u>0.00</u>
<u>PAYMENTS TO</u>			TOTAL £
DATE		CHQ.	
06.10.16	P Slatter	007	297.60
"	H M Revenue & Customs	008	74.40
"	P Slatter	009	107.68
"	B Wright	010	37.00
"	Hire A Loo	011	106.39
"	Gatwick Area Conservation Campaign - Subscription	012	10.00
			<u>633.07</u>
Lloyds Bank Balance			35049.03
Less outstanding cheques			<u>-558.67</u>
TOTAL BALANCES			34490.36
Less reserves for new Village Gates, A264 fencing, traffic calming, new bus shelter & playground re-surface			- 14500.00
AVAILABLE FUNDS			<u>19990.36</u>

(ii) **Section 137 Payments**

No requests for payments were received for this period.

(iii) **Bank Accounts**

The NatWest account is now closed and all banking transferred to the new Lloyds bank account. Brian Apps would investigate the option of opening a new online Instant Access account with Lloyds (interest 0.05%) to reduce the current account balance to a more realistic working level. **Action:** Brian Apps to report back.

(iv) **Precept**

In view of the lack of resources available from SCC for groundwork maintenance in Felbridge, it was proposed by Bridget Huntingdon and seconded by Linda Hainge that a budget of £2000 per annum is set aside for essential maintenance. **Resolved:** All councillors agreed for funds to be set aside to cover essential maintenance of groundwork in the village. It was further unanimously agreed to increase the precept level by £600 per annum to a total of £16,000. **Action:** Brian Apps to action.

(v) **Half Year Finance Report**

Brian Apps reported that the Parish Council budgeted expenditure was on track at 48% at the half year.

7. COUNCILLORS' FEEDBACK

- (i) **Limes Pond:** Tandridge District Council have now cleared the pond and the surrounding vegetation. The Parish Council wish to pass on their thanks to Steve Hyder at TDC for his help.
- (ii) **Post Outside Village Hall:** Clerk has asked Howard Searle to check all the posts and report back with advice on any action required. **Action:** Clerk to follow up with Howard Searle.
- (iii) **Advertising Board Oakview/The Laurels:** The illegally placed advertising board has been removed.
- (iv) **Trees:** TDC Tree Officer Steve Hearn had visited the area and confirms that replacement trees will be planted near to Warren Close and on the Village Green to replace the two which have died. A survey will be undertaken on the tree outside the Village Hall. The 'runners' on the Chestnuts will be cut back in the autumn. **Action:** Clerk to monitor.
- (v) **Notice on Village Hall Sign for Defibrillator:** Linda Hainge asked that a 'finger' notice directing people to the defibrillator in the Village Hall grounds be added to the sign on the village green. **Action:** Jeremy Clarke to organise.
- (vi) **CCTV in Village Hall Grounds:** Two quotes have now been received for upgrading the existing CCTV system. A third quote is to follow. The Clerk will then create a document for each of the three options so councillors can decide on which option to select. **Action:** Clerk to chase up third quote and prepare documents for discussion.
- (vii) **Tree Debris on A22:** Ian McBryde reported that the debris from a tree which had come down on the A22 was now on the verge. **Action:** Clerk to ask for the debris to be removed.
- (viii) **Damaged Footpath Sign:** The damaged sign directing walkers along footpath 257B has been reported to the Rights of Way Team. **Action:** Clerk to monitor.
- (ix) **Signs Outside Peacock Lodge:** Linda Hainge reported that there seemed to be an increase in the number of advertising signs outside the Peacock Lodge. **Action:** Councillors to monitor.
- (x) **Parking at Junction of Rowplatt Lane and Crawley Down Road:** Ken Harwood reported that a resident had raised concerns about vehicles being parked on the junction between Rowplatt Lane and Crawley Down Road. This was making the junction dangerous for users and creating tailbacks on both roads. He had reported the issue to Surrey Police who will monitor. **Action:** Councillors to monitor.
- (xi) **Poppies:** Brian Apps and Linda Hainge asked that the poppies were again placed on the Village Green. **Action:** Georgina Chapman and the Clerk to position the poppies on Saturday 5th November and removed again after Remembrance Day.
- (xii) **Arts and Craft Fair:** Georgina Chapman thanked those responsible for organising the Fair and reported that it had been very successful.
- (xiii) **Road Sign Cleaning:** Georgina Chapman said that she was prepared to clean some of the signs in the village which did not have a protective reflective surface which required specialist cleaning.
- (xiv) **Limes Pond Fence:** Bridget Huntingdon reported that a section of the fence surrounding the pond had been damaged. **Action:** Clerk to report to Tandridge District Council.
- (xv) **Traffic Lights at Star Junction:** Joan Harwood reported that the traffic lights at the Star Junction seemed to be out of sequence with long queues along the A264 while the A22 was clear of traffic. **Action:** Clerk to report to Surrey Highways.
- (xvi) **Road Sign on ground at A264:** Jeremy Clarke reported that the road sign warning of the junction between the A264 and Furnace Wood was lying on its side in the verge. He reported that Surrey Highways had an obligation to survey road signs each month but that this wasn't happening. **Action:** Jeremy Clarke to investigate and report back.
- (xvii) **Tandridge Local Plan:** Ken Harwood reported that four sites had been put forward for potential future development as part of the plan. It had also been proposed that a number of villages, including Felbridge, were removed from the Green Belt which would remove restrictions on development. He urged residents to view the information and respond.

- (xviii) **Surrey County Council Budget:** Michael Sydney reported that Surrey County Council were struggling with a lack of funding and resources. Government figures relating to the funding allocated to county councils for the next financial year would be published in December and further cuts were expected. He believed that Parish Councils would be asked to take over responsibility for a number of areas which were currently under County control. **Action:** Michael Sydney to ask how much funding is currently provided by SCC to the Hub Project in Felbridge. Michael to report back to December meeting on funding.
- (xix) **Surrey Highways Road Programme 2018:** Michael Sydney reported that Surrey Highways had identified Mill Lane in Felbridge as a road to be resurfaced in the 2018 programme. Joan Harwood responded that this road had been repaired. Councillors suggested that the available resources would be better used to repair the carriageway at the A264/A22 junction which had been on the Highways repairs list for some time. Jeremy Clarke suggested that the control signals at this junction could be considered for replacement in the 2018 programme. **Action:** Michael Sydney to report back.

8. **SURREY HIGHWAY REPAIRS:**

- (i) **A264/A22 Junction at Star Inn:** Councillor Sydney reported that there was no progress on funding for improvement works to this junction. He had pushed for a bid to Capitol to Coast incorporating the A22 and A264, and the expectation was that it would have been submitted as part of a bid to Government however it not approved by the LEP board, and therefore not submitted to Government. **Action:** Michael Sydney to report back.
- (ii) **Meeting with SCC to look at Felbridge Issues:** Jeremy Clarke said that two representatives from FPC would still like to meet with a representative from Highways to look at ongoing issues. **Action:** Michael Sydney to report back.
- (iii) **Road Sign Cleaning:** Jeremy Clarke asked Michael Sydney when Felbridge residents could expect local road signs to be cleaned. The Clerk has sent a list of the worst affected signs. Michael Sydney acknowledged the statutory requirement to clean signs but said that following cuts in funding from central government, SCC could not fund cleaning road signs. **Action:** Michael Sydney to review and report back.
- (iv) **Footpath Between Doves Barn and Furnace Wood:** Following Michael Sydney's intervention the Community Gang visited Felbridge on 23rd September and cut back the overhanging vegetation from this footpath. Unfortunately no work was done at ground level and sections of the footpath remain completely overgrown and impassable. This work remains as outstanding on the Surrey Highways list. SCC Highways advise that they are unsure if the works will be carried out this year due to the level of resource available. **Action:** Clerk to monitor.
- (v) **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.
- (vi) **Star Crossroads** Jeremy Clarke reported that a potential developer was advised by SCC that there was no capacity issues with the Star Crossroads. Michael Sydney agreed that this was not true. **Action:** Michael Sydney to raise this and question why a developer would have been given such inaccurate information.
- (vii) **Drains in Rowplatt Lane:** The two blocked drains which had been reported to Surrey Highways had been hand cleared. Linda Hainge reported that other drains in the road also needed attention. The next scheduled drain clearance was in February. Steve Cunnah at Surrey Highways said he would be bring this forward if equipment became available.

9. PLANNING APPLICATIONS.

Paperless Planning: The Clerk reported that other Parish Councils in the area shared Felbridge Parish Council's concerns regarding Tandridge District Council's decision to cease providing paper copies of plans. Some intended buying monitors with USB points for their meeting rooms and others would continue with paper plans. There were still real concerns about the quality of the TDC Planning Portal, in particular the lack of definition on some plans which meant that detail was lost when viewing online. TDC have said they are working on their website and planned to hold a meeting for Clerks before the paper plans were withdrawn in January. It was noted that the deadline was fast approaching. **Resolved:** It was proposed by Jeremy Clarke and seconded by Brian Apps that FPC would print A3 paper plans for more complicated applications so the definition was sufficient. **Action:** Clerk to check prices and report back.

Planning application discussed at the Planning meeting on 20th October attended by Jeremy Clarke, Linda Hainge and Joan Harwood.

Ken Harwood and Michael Sydney left the meeting.

Planning applications discussed at the Parish Council Meeting on 3rd November.

TA/2016/1855 Old Lodge, London Road, Felbridge, RH19 2RA

Resolved: No Action

TA/2016/1595 5 Wire Mill Lane, Newchapel, RH7 6HJ

Resolved: No Action

TA/2016/1802 Land to South of Crawley Down Road

Resolved: No Action

TA/2016/1757/TPO Yerba Buena, Herons Close, Copthorne

Resolved: Felbridge Parish Council support the decision of the Tree Officer on this application.

TA/2016/1749 Little Sandford, Snow Hill, Crawley Down

Resolved: Felbridge Parish Council object to this proposal as being inappropriate in the Green Belt. Whilst the stated circumstances are supported, we do not believe that a two storey dwelling is suitable for elderly residential use and is therefore not a very special circumstance.

TA/2016/1901 Casa Inca, 47a Copthorne Road, Felbridge

Resolved: No Action

TA/2016/1840 Land at Eastbourne Road, Felbridge, RH19 2QS

Resolved: Felbridge Parish Council vehemently object to this totally inappropriate development in the Green Belt. The application pre-supposes the inclusion of this site in the District Plan Green Belt allocations and is therefore totally premature. The entrance to the site is inappropriate as it is too close to the busy Star Inn, Premier Inn and Kwik Fit as well as the A264/A22 junctions. The A22 southbound carriageway currently has a regularly used queue lane to turn west which extends past the proposed entrance. The drawings show this queue lane reduced which is inappropriate.

TA/2016/1846 Ebor Lodge, London Road, Felbridge

Resolved: Felbridge Parish Council vehemently object to this proposal which is totally out of character with this part of Felbridge. The parking provision for residents and visitors is completely inadequate for three five bedroom houses. Three storey buildings are inappropriate in the street scenes. There is no provision for refuse vehicles to access a multiple dwelling site. For properties of this size, the amenity space is inadequate. We are concerned about the negative impact on the green habitat boundary to the east and a future scenario of requests to reduce the tree shade.

Ken Harwood and Michael Sydney re-joined the meeting.

10. CONSULTATIONS:

(i) **Consultation on naming of new development at Little Eden, Copthorne Road, Felbridge.**

The Clerk reported that the developers had selected Eden Gardens for the new development at 36-38 Copthorne Road which would keep an association with the original house name as requested by Felbridge Parish Council.

(ii) Tandridge District Council have issued information to residents on sites consultation as part of the Local Plan. Leaflets have been distributed to houses and there are presentations taking place. Ian McBryde will represent Felbridge Parish Council at the Parish Council session on 7th November and report back to the next meeting. Details have also been added to the Parish Council website.

11. CLERK'S REPORT

(i) **Gate by Birch Grove:** Awaiting quote from Tandridge District Council's contractor for repairs to the damaged oak gate. **Action:** Clerk to report back.

(ii) **Tree Planting:** Two replacement trees along with a new tree donated by a resident will be planted in a location to be agreed in the New Year. **Action:** Clerk to monitor

(iii) **Signs for Felbridge School Christmas Fayre:** The PTA at Felbridge School requested permission on 22nd October to place signs promoting the school Christmas Fayre which takes place on 3rd December for the two weeks leading to the event. On 30th October Garnham H Bewley Estate Agents placed a number of signs on council owned land in the village, the bottom half of which held information on the school's Fayre. **Resolved:** Felbridge Parish Council give permission for Felbridge School to place signs on Common Land and council owned land in the village to promote their Christmas Fayre providing these signs do not carry any form of corporate branding. They can be positioned up to 21 days before the event and need to be removed within 48 hours after the event. **Action:** Clerk to advise Felbridge School PTA of this resolution. **Action:** Clerk to formally advise Garnham H Bewley to remove the signs they had illegally positioned in the village within twenty-four hours.

(iv) **Fencing for Felbridge Primary School:** Felbridge Primary School are considering replacing fencing and creating a new pedestrian gate opening on to the Copthorne Road to facilitate parents collecting their children from the after school club. Felbridge Parish Council are happy to consider a request for a contribution towards the cost but are concerned that parents using this gate might park either in the bus stop layby or on the Copthorne Road. **Action:** Clerk to ask Felbridge School for more information regarding how this access would be managed.

(v) **Dog Bin, Bridle Path, Kennels Cottages**

A resident has asked that a new Dog Bin be placed near the stile at the bridle path running from the A22 behind Wards Farm. The Clerk reported that the cost of the last bin ordered was £179 plus VAT. **Resolved:** It was agreed to cover the cost of a new bin providing that Tandridge District Council consider the location suitable for their vehicle and that they are prepared to take on the maintenance of the bin. **Action:** Clerk to respond to the resident. **Action:** Clerk to raise with Tandridge District Council.

12. ANY OTHER BUSINESS

(i) Brian Apps asked that councillors review the condition of noticeboards around the village with a view to establishing a refurbishment/replacement programme.

13. BUSINESS FOR NEXT MEETING

There was no additional business for the next meeting.

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

The next Parish Council Meeting will be held on Thursday 1st December 2016 at 7.30pm, in the Committee Room. The next Planning Meeting is scheduled for Thursday 17th December at 7.00pm.

The meeting closed at approximately 10.35pm

Patricia Slatter
Clerk to Felbridge Parish Council
7th November 2016

Copies to:- Parish Councillors, District Councillor, County Councillor, Felbridge School, Surrey Police