

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 5th November 2015 at 7.30pm in the Village Hall

Present:

Mr. Jeremy Clarke (Chairman)

Mrs Joan Harwood

Ms. Georgina Chapman

Mrs. Bridget Huntington

Mr. Ken Harwood (District Councillor)

Mr. Brian Apps

Mrs. Linda Hainge

Mrs. Patricia Slatter (in attendance)

1. **APOLOGIES FOR ABSENCE** – were received from Mr. Ian McBryde and Councillor Michael Sydney

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 1st October 2015 and the Planning Meeting on 17th September 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:** Councillors to research photographs of the area to help identify when damage was caused and by whom.

5. **ONGOING ITEMS**

- (i) **Community Consultation:**

Transport/Environment and Green Issues: –

Actions completed:-

- a. **Welcome to Felbridge White Gates:** Jeremy Clarke circulated options for lower level gates for the A264 by Doves Barn Nurseries. It was agreed that double gates should be placed at each point (one on either side of the road) in order to create the impact needed for speed awareness. **Action:** Jeremy Clarke to write to SCC outlining proposals and request approval for double gates at all three locations.
- b. **Gullege Bridleway** – Linda Hainge reported that no funding had yet been sourced. The ditch needs to be dug out and mud removed from pathway since rain/water can't drain.

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

- a. **Seats** – Jeremy Clarke circulated details of the Youth Shelter from Monster Play which best met the requirements. It will have three Perspex sides and solar lighting. It was noted that the overhanging trees in the planned location would need to be trimmed. **Agreed:** It was proposed by Bridget Huntington and seconded by Joan Harwood that the shelter be ordered. **Action:** Jeremy Clarke to place order. **Action:** Clerk to check if any external funding is available.

- b. Damaged Footpath Doves Barn-Furnace Wood: Clerk reported to TDC that the footpath between Doves Barn and Furnace Wood had potholes and was overgrown with vegetation in parts. TDC responded that while they would monitor they do not consider the footpath is in need of immediate work. **Action:** To be raised with Michael Sydney at the December meeting.

(iii) **Hub Project:** Final cuts for 2015 have now been made.

6. FINANCE

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

155	P. Slatter	221.00	Nov Salary
156	HMRC	55.20	October Tax
157	P. Slatter	99.99	Printer
158	B. Wright	36.00	Bus Shelter Cleaning (Nov)
159	P. Slatter	53.78	Nov Allowance/Petty Cash

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

DATE	PAYMENTS TO	DETAILS	CHQ. No.	TOTAL
01.10.15	P Slatter	Clerk's Sal - October	187	221.00
"	H M Revenue & Customs	Clerk's tax - October	188	55.20
"	P Slatter	Office All'ce Oct/Sept Exp	189	227.21
"	B Wright	Bus Shelter Cleaning - Oct	190	36.00
	J Clarke	Bus Shelter Repair/Vinyls	153	46.04
	TDC	Uncontested Election Charges	154	95.67
BANK BALANCES				
	Current Account Bank Balance			9792.43
	Less outstanding cheques			-91.20
	Cashbook Balance			9701.23
	Business Reserve Account			25034.02
	TOTAL BALANCES			<u>34735.25</u>
	Less reserves for new playground area shelter, A264 fencing, traffic calming and Village Gates			-14000
	AVAILABLE FUNDS			<u>20735.25</u>

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

- (iv) **Budget for 2015/2016:** It has been agreed to increase the Clerk's hours from thirty per month to forty back paid to July in recognition of the additional work created by the introduction of the new transparency code and the new website.

7. **DEFIBRILLATOR IN FELBRIDGE:** The Village Hall Committee have agreed to the defibrillator being located in the foyer of the Village Hall. The existing noticeboards will be rearranged to allow space with access to power. The Clerk circulated information on the equipment provided by First Responder Sam Corbin which is used in East Grinstead. **Agreed:** It was agreed to order the Defibsafe equipment through WEL Medical Ltd. The equipment cost and installation will be in the region of £1500. Michael Sydney has agreed to provide £1500 from his reserve.

There was further discussion on signage to ensure that residents and visitors can quickly locate the equipment in an emergency. **Action:** Clerk to place order for defibrillator and discuss signage with Sam Corbin.

9. **TRANSPARENCY CODE FOR SMALLER COUNCILS** Clerk circulated information on two companies who specialise in providing websites for Parish Councils. **Agreed:** It was agreed to work with HugoFox to create new FPC website. There are no set up or running costs in return for the company logo appearing on the website. **Action:** Clerk to progress with HugoFox.
10. **COUNCILLORS' FEEDBACK**
- (i) **Ebor Lodge:** 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) **Bus Shelter on Crawley Down Road:** Letter of thanks has been sent to Felbridge Guides.
 - (iii) **The Jubb Report:** The Clerk has written to the Minister for Transport asking that he intervenes to ensure that SCC adopt the findings of the Jubb Report relating to traffic levels on roads through Felbridge and the surrounding area. **Action:** No response yet received. Clerk to follow up.
 - (iv) **Dog Bin For Furnace Wood Layby:** The dog bin was installed by TDC but in the wrong location. **Action:** Clerk to ask that the dog bin is moved to the area immediately outside the A264 layby entrance into Furnace Wood on the eastern (Felbridge) side immediately in front of the fence as requested.
 - (v) **Mormon Temple Roundabout:** Bridget Huntington reported that the chevrons at this roundabout were at a height which obscured the view of oncoming traffic. **Action:** Clerk to add to Surrey Highways list.
 - (vi) **Star Inn Refurbishment:** Linda Hainge commented that the newly refurbished Star Inn looked wonderful.
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:** Clerk to liaise with Michael Sydney and FPC councillors to arrange meeting on Michael's return from holiday,

12. **PLANNING APPLICATIONS**

The following planning applications were considered at the Parish Council Meeting held on 5th November. The planning meeting scheduled for 15th October was cancelled.

TA/2015/1821 Merriewood Farm, West Park Road, Copthorne

Resolved: Felbridge Parish Council are concerned about the loss of the agricultural tied condition on a small dwelling in Green Belt when there may be a housing need for persons working in the rural vicinity even if that is no longer upon the specific land to which the property was originally associated.

TA/2015/1760

7 Houseman Way, Felbridge, RH19 2RP

Resolved: No Action

TA/2015/1900

Camelot Cottage, Domewood, Felbridge, RH10 3HD

Resolved: No Action

TA/2015/1868

Barn, North of Horseshoes, 86 Copthorne Road, Felbridge, RH19 2NU

Resolved: Felbridge Parish Council support the temporary stables provided they are only used as described in the application.

13. **CONSULTATIONS**

New Consultations Received

- (i) **Gatwick Airport Consultation:** District Councillor Ken Harwood reported that an independent review had been commissioned on changes to take-off and landing patterns and their affect residents. **Action:** Jeremy Clarke to send response on behalf of FPC.

14. **CLERK'S REPORT**

- (i) **TDC Allotment Questionnaire:** Information had been provided to TDC on the Felbridge Allotments as part of their Open Space and Wellbeing Strategy.
- (ii) **Parish Council Meetings 2016:** Meeting dates for 2016 have been fixed and the Village Hall bookings made. A list has been posted on noticeboards and will be added to the new website.
- (iii) **New Electoral Register:** In line with FPC's policy of reducing paper use, we have opted to have a digital copy of the new electoral register which is published in December.

15. **ANY OTHER BUSINESS**

There was no additional business

16. **BUSINESS FOR NEXT MEETING**

None.

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

The next Parish Council Meeting will be held on Thursday 3rd December 2015 at 7.30pm, in the Committee Room. A Planning Meeting will be held on Thursday 19th November.

The meeting closed at approximately 9.45pm

Attached: Surrey Highways Repairs List

Patricia Slatter

Clerk to Felbridge Parish Council

16th October 2015

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