



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 online on 4th February 2021 at 7.30 pm

As permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392, the meeting of Felbridge Parish Council which took place on 4th February at 7.30pm was held online.

Present:

Cllr. Georgina Chapman (Chairman)

Cllr. Bridget Huntington

Cllr. Jo King

County Councillor Lesley Steeds (attended part of the meeting)

Mrs. Patricia Slatter (in attendance)

Cllr. Jeremy Clarke

Cllr. Ian McBryde (Vice Chairman)

Cllr. Alex Horwood

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Joan Harwood

2. DISCLOSURE OF PECUNIARY AND OTHER INTERESTS

No additions to those already registered.

3. APPROVE MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting held on Thursday 3rd December were approved and signed.

4. CO-OPTION OF NEW PARISH COUNCILLOR

Alex Horwood joined the meeting to discuss his application for the role of Felbridge Parish Councillor and answer questions from councillors. **Resolved:** Alex Horwood's application to join Felbridge Parish Council was approved. The Declaration of Acceptance of Office was signed in front of the Clerk and Cllr. Horwood joined the meeting.

5. CHAIRMAN'S REPORT

Cllr. Chapman raised her deep concerns regarding ongoing issues with Tandridge District Council. These include the failure of the Planning Policy Committee to approve their budget; the two-three year delay in publishing a new Local Plan and TDC's failure to appoint a replacement following the departure of their last Chief Executive in September 2019. Recent social media posts from TDC reflected badly on the district council and their actions. Residents could adversely be affected by the ongoing issues. **Resolved:** Councillors agreed to review the situation after the May elections. **Resolved:** Councillors agreed to invite Claire Coutinho MP to attend a future meeting to discuss issues specific to Felbridge. **Action:** Clerk to issue invitation.

6. FINANCE

(i) Receipts and Payments for December 2020 and January 2021

| Date | To / From | Description | Amount | Current Account | Deposit Account |
|---|--|---|----------|-----------------|-----------------|
| 1 Dec | | Brought Forward | | £25544.41 | £25035.55 |
| | | Receipts | | 0.00 | |
| | | Sub-Total | | 25544.41 | |
| | | Payments | | | |
| 7 Dec | Brian Wright | Bus Shelter Cleaning | £45.00 | -£45.00 | |
| 7 Dec | PKF Littlejohn | External Audit Fee | £240.00 | -£240.00 | |
| 7 Dec | HMRC | Tax & National Insurance Dec | £373.46 | -£373.46 | |
| 7 Dec | Nick Dance | Pavement Clearance | £900.00 | -£900.00 | |
| 7 Dec | Holtye Windows | Bus Shelter Glass Panel | £485.00 | -£485.00 | |
| 7 Dec | Clerk | Payroll November | £1032.11 | -£1032.11 | |
| 7 Dec | HMRC | Tax & National Insurance Nov | £332.86 | -£332.86 | |
| 9 Dec | NEST | Pension Contribution | £204.99 | -£204.99 | |
| | | Sub-Total | £3613.42 | -£3613.42 | |
| | | Transfers | Nil | | |
| | | Carried Forward | | £21930.99 | £25,035.55 |
| | | Less Unbanked Transactions | | 0.00 | |
| | | Bank Balances including unbanked transactions | | £21930.99 | £25,035.55 |
| 31 Dec | Available Funds - Current a/c plus Deposit a/c | | | £46966.54 | |
| 31 Dec | Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k) | | | -£26000.00 | |
| 31 Dec | General Reserve (Available Funds minus Allocated Reserves) | | | £20966.54 | |
| Current Account Bank statement was circulated to councillors on 7 th January 2021 along with the above record of receipts and payments for transparency and confirmation of accuracy | | | | | |

| Date | To / From | Description | Amount | Current Account | Deposit Account |
|--|--|---|----------|-----------------|-----------------|
| 1 Jan | | Brought Forward | | £21930.99 | £25035.55 |
| | | Receipts | | 0.00 | |
| | | Sub-Total | | 21930.99 | |
| | | Payments | | | |
| 8 Jan | NEST | Pension Contribution | £204.99 | -£204.99 | |
| 14 Jan | Clerk | Payroll December | £1031.91 | -£1031.91 | |
| 14 Jan | Wright | Bus Shelter Cleaning | £45.00 | -£45.00 | |
| 14 Jan | HMRC | Tax & National Insurance Jan | £373.66 | -£373.66 | |
| | | Sub-Total | £1655.56 | -£1655.56 | |
| | | Transfers | Nil | | |
| | | Carried Forward | | £20275.43 | £25,035.55 |
| | | Less Unbanked Transactions | | 0.00 | |
| | | Bank Balances including unbanked transactions | | £20275.43 | £25,035.55 |
| 31 Jan | Available Funds - Current a/c plus Deposit a/c | | | £45310.98 | |
| 31 Jan | Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k) | | | -£26000.00 | |
| 31 Jan | General Reserve (Available Funds minus Allocated Reserves) | | | £19310.98 | |
| Current Account Bank statement was circulated to councillors on 1 st February 2021 along with the above record of receipts and payments for transparency and confirmation of accuracy | | | | | |

(ii) Proposal for Outdoor Table Tennis Table

TDC are sourcing quotes from approved suppliers for approval by councillors. **Action:** Clerk to liaise and report back.

(iii) Banking: Current Account

The Clerk reported that the existing current account with a High Street provider could not meet the Parish Council needs including allowing more than two councillors to be signatories and providing better viewing access. Two councillors and the Clerk have spent considerable time trying to set up the existing account to be managed by the Clerk with four councillors as authorised signatories but had been unable to do so. The Clerk recommended setting up a new current account with Unity Trust Bank which specialises in banking for town and parish councils; can meet all the requirements and are recommended by a high number of clerks and RFOs across the country. The monthly fee is £6. **Action:** Clerk to ask other Parish Councils in the Lingfield Division if their banks provide this facility and if they would recommend them and report back to the March meeting.

7. VILLAGE MAINTENANCE

(i) **Grass Cutting:** Contract has now been signed and an invoice sent to Surrey Highways for the agreed funding for the financial year 2020-2021. Dates have been pencilled in for 6 cuts - March, April/May, June/July, August/ Sept, Oct plus one as needed. The Newchapel roundabout and verges (with agreement from Horne Parish Council) will be added to current list of cuts along with the Effingham Copthorne Hotel verge at Snowhill Roundabout which is no longer being cut by the hotel.

8. COUNTY/DISTRICT COUNCIL UPDATE:

County: Councillor Steeds reported that Surrey Highways will repair damage to the kerb stones alongside the Village Green caused by an HGV visiting a development site. Double yellow lines are now scheduled to be installed at both junctions on Rowplatt Lane to improve safety. SCC's precept level will be half a percent lower than last year. 70% of budget is spent on adult and child social care and there have been more referrals for mental health referrals for children. Overall, SCC's performance has been positive.

District: There are ongoing problems in the Planning Department and new staff are being recruited. TDC are now actively recruiting for a permanent Chief Executive.

9. COUNCILLORS' REPORTS/UPDATES

(i) MSDC DPD site allocations: Cllr. Clarke is continuing to investigate the highways mitigations associated with the local MSDC DPD site allocations. Within the mitigations is a proposed bus lane on the A22 [Star Junction to Lingfield Road stretch] and one document suggests that this would be easy to implement as there is hatching in the carriageway that could be removed to provide the additional space. This is very difficult to reconcile with the recent experience of the hatching being removed and the narrow pop-up cycle lane being created, when it was observed that some HGVs struggled to get past each other on the narrower lanes. **Action:** Cllr. Clarke to monitor.

(ii) Building Materials/Waste Bag has been left on the grassed verge on Crawley Down Road. **Action:** Clerk to ask resident to have it removed.

(iii) West Park Road on Felbridge border. Road surface is badly broken up with potholes. **Action:** Clerk to liaise with Horne Parish Clerk to offer support to seek repairs.

(iv) Footpath outside Crowne Plaza Hotel: Cllr. King has reported to WSCC that the dip in this footpath fills with debris making it difficult to safely use.

(v) Road Works Sign on Copthorne Road. Cllr. King reported that an M23 diversion sign was still lying on the verge. **Action:** Clerk to follow up with Kier/Highways England.

(vi) Pavement from Star Junction to Mill Lane. Cllr. Huntington reported that this area of pavement in particular was becoming difficult to use since the need for some people to walk on the verge in order to maintain social distancing meant that mud and vegetation were encroaching on to the pavement. Another two sections on the A22 were identified as needing clearance. **Resolved:** It was agreed to ask the contractor to clear this area. **Action:** Clerk to get a quote and arrange for works.

(vii) Dog Waste Bin: Cllr. Harwood reported that one of the bins by Hedgecourt Lake had been hit by a vehicle and was now lying alongside the post. It has been reported to TDC.

10. SURREY HIGHWAYS:

(i) Road Surface on A264 near Furnace Wood Layby. Ongoing issues with flooding and potholes have again opened up after repeated temporary repairs last year. **Action:** Clerk to forward emails to Cllr. Steeds for her to follow this up with Surrey Highways.

(ii) Horizons Project: Surrey Highways had said the resurfacing the A264 was being put forward for inclusion in their Horizons Project but it is not shown in the list of locations on their website.

Action: Cllr. Steeds to follow up.

11. PLANNING

(i) **Applications in Felbridge**

Applications considered at the Planning Meeting on 17th December attended by Cllr. Clarke, Cllr. Huntington, Cllr. King and Cllr. McBryde

TA/2020/2108 Land adjacent to 72 Copthorne Road, Felbridge, RH19 2NU Erection of detached dwelling house with garage and access

Resolved: Felbridge Parish Council object to this application on the grounds that the very special circumstances required to justify development in the Green Belt have not been met. The proposal suggests that a special circumstance for development within the Green Belt is the provision of a single additional house to meet the local housing need. Felbridge Parish Council contends that the housing need should not be met by piecemeal construction causing harmful reduction in openness of the Green Belt surrounding Felbridge. Rather, additional housing should be provided within the built-up area. It should be noted that within the 'defined village' 21 net additional dwellings were approved between 2015 and 2020, and 18 net additional dwellings approved between 2010 and 2014. This is without taking into account the 121 units consented to the land south of Copthorne Road and Crawley Down Road on the border of Felbridge and Mid-Sussex which the Inspectorate states should be considered in support of the housing need in Tandridge. [ref APP/M3645/W/18/3198090] Para 15 "The housing would also contribute to provision within the housing market area which includes Tandridge District, and thus the housing land supply position in that district is also relevant." A previous application [TA/2019/155] on land further to the south and therefore closer to the defined settlement boundary was refused on the basis that:

1 "The proposed development would not be 'infilling' within a Defined Village or redevelopment of previously developed land. As such, the development would constitute inappropriate development in the Green Belt and would cause harm to the Green Belt."

2. "No very special circumstances have been demonstrated that clearly outweigh harm to the Green Belt by reason of inappropriateness and any other harm. Felbridge Parish Council believe that as this latest proposed development would encroach further into the Green Belt than 2019/155 it would generate a greater harm to the openness of the Green Belt and should be refused as inappropriate development within the Green Belt".

TA/2020/2160 Jacaranda, 11 Wembury Park, Newchapel, RH7 6HH Erection of ground floor side/rear extension and replacement conservatory

Resolved: No Action

Application considered at the Planning meeting on 7th January attended by Cllr. Chapman, Cllr. Clarke, Cllr. Huntington, Cllr. King and Cllr. McBryde

TA/2020/2240 Plyewell, Mill Lane, Felbridge, RH19 2PE Conversion of roof space into habitable accommodation

Resolved: No Action

Applications considered at the Planning meeting on 21st January attended by Cllr. Clarke, Cllr. Huntington, Cllr. King and Cllr. McBryde

TA/2020/2231/TPO: 4 Eden Gardens, Felbridge, RH192SQ Reduce crown of beech tree by 5-6 metres leaving a height of 15m

Resolved: Felbridge Parish Council ask that the Tree Officer identify a suitable height for a mature tree in that setting

TA/2020/2257 Fairways, Mill Lane, Felbridge RH19 2SQ Erection of detached garage with timber pergola covered roof

Resolved: Felbridge Parish Council objects to this application. Councillors are concerned that following the approval of the recent application to extend the house, this additional building would make the amassing of structures on the site far greater in the street scene. Felbridge Parish Council are very concerned that this is effectively a 12m long single storey extension on the front of the house immediately adjacent to the boundary. This would present a considerable forward projection of the property and would lead to building in front of the traditional building line not built upon in that area of Mill Lane. This application is for a detached garage replacing what was formerly an internal garage and we believe that Tandridge District Council have policies and guidance stating that it is not permitted to remove an internal garage to then replace it with an external one.

TA/2020/1689 Unit 54a, Hobbs Industrial Estate, Newchapel, RH7 6HN Erection of a new industrial unit within an existing car compound

Resolved: No Action

TA/2020/2280 Fir Tree Cottage, Domewood, RH19 3HD (CLPUD)

Resolved: No Action

There were no planning applications for consideration at the full meeting on 4th February.

(ii) **Applications Received by Neighbouring Authorities**

None which directly affect Felbridge.

(iii) **Appeals**

TA/2020/831 Herons Bonsai, Wiremill Lane, Felbridge RH7 6HJ

Felbridge Parish Council supported this application from a local business when the application was first submitted.

12. **CONSULTATIONS**

(i) **MSDC DPD Site Allocations – Crawley Down Road**

It was noted that MSDC are progressing their proposal a site off Crawley Down Road near the Gullege Bridleway as suitable for a further 200 properties to be built. Felbridge Parish Council have submitted a detailed objection to this proposal which has been uploaded to the website

www.felbridge-pc.org.uk

13. **MID SUSSEX DISTRICT COUNCIL DEVELOPMENTS IN FELBRIDGE**

The Clerk has shared the latest emails with MSDC regarding infrastructure funding from these developments. MSDC have not allocated any of the funding they have received from developers for infrastructure improvements to be spent on Felbridge facilities. It was noted that the playground and field at Felbridge Village Hall was just across the road from the two larger developments for 95 houses but £50K in funding was instead being allocated to the Imberhome Lane playground which is c1.5km away. **Resolved:** It was agreed that in the interests of transparency, and in response to residents' questions, the email exchanges should be published on the Felbridge Parish Council website along with any documents referred to in the emails. **Resolved:** It was agreed that the Chairman would email the Leader of MSDC providing a link to the correspondence for their comments.

14. CLERK'S REPORT

(i) Virtual Meetings/Elections: The government have no current plans to extend the regulations allowing for virtual meetings to be held beyond May and planned District and County Council elections will go ahead in May. It was noted that there will be an election for the Felbridge ward for Tandridge District Council as a casual vacancy. **Action:** Clerk to ask TDC to add Felbridge to the list of wards holding elections in May on their website to increase awareness.

(ii) The Surrey and Sussex Association of Local Councils is to split into two separate groups with FPC remaining within the Surrey branch. There is a reassurance that there will be no change in service received.

(iii) Speeding: A resident reported that a speeding car drove through a red light at the crossing by Felbridge school when the school was open. A request was made for a speed camera but the location falls outside the operating parameters.

(iv) MSDC Developments: 17 Copthorne Road – Abbey Homes:

Cllr. Rex Whittaker advises that the full Construction Transport Management Plan will not be provided until Abbey Homes take over the site from the groundworks company in March. A resident has complained that HGVs are unloading next to their property in Mulberry Close making their house shake. Workers are looking directly into their house from their vehicles and engines not being shut down.

(v) 15-39 Crawley Down Road – Vanderbilt Homes

No. 39 has now been demolished to make way for the access road. The developer is working with utility providers to try to ensure that works which involve carriageway incursion take place while Felbridge School is only open to a smaller number of children. Their Construction Manager is providing regular updates on scheduled works.

(vi) Community Library: Felbridge School are planning to set up a book exchange from a large enclosed bookcase secured to the school fencing.

(vii) SCC Community Projects Fund has been launched and new projects can be submitted for consideration. Details will be added to the website.

15. BUSINESS FOR NEXT MEETING

Nothing new to add.

16. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

The next full Parish Council meeting will take place online on Thursday 4th March 2021. A planning meeting is scheduled for Thursday 18th February.

The meeting closed at approximately 2120.

Patricia Slatter
Clerk to Felbridge Parish Council

