



## **FELBRIDGE PARISH COUNCIL**

Meetings are held on the first Thursday of each month (except January and August)  
at 7.30pm in Felbridge Village Hall

### **Minutes of the Felbridge Parish Council Meeting held on 2 April 2026 at 7.30pm in the Committee Room at Felbridge Village Hall**

#### Present:

Cllr. Jeremy Clarke (Planning Chairman)  
Cllr. Jane Groom  
Cllr. Stephen Hall (Chairman)  
Cllr. Bridget Huntington

#### In attendance:

County & District Cllr. Lesley Steeds  
Mrs. Patricia Slatter (Clerk)

One member of the public was in attendance

#### 1. **APOLOGIES FOR ABSENCE**

Were received from Cllr. Alex Horwood and Cllr. Nigel Lea

#### 2. **DISCLOSURE OF PECUNIARY AND OTHER INTERESTS**

Cllr. Clarke took no part in the decision regarding planning application 2026/123 since the applicant is a business customer.

#### 3. **APPROVE MINUTES OF PREVIOUS MEETING**

Minutes of the Parish Council Meeting held on Thursday 7 March were approved and signed.

#### 4. **CHAIRMAN'S REPORT**

Application has been submitted for a further Speedwatch site on the Copthorne Road. Speeding continues to be an issue in the village. A recent one hour session on a Saturday morning led to 42 speeding vehicles being recorded.

## 5. FINANCE

### (i) Receipts and Payments for March 2026

Date	To / From	Description	Amount	Current Account	Deposit Account
28 Feb		Brought Forward		£3384.26	£47913.29
		<b>Receipts</b>			
2 March	HMRC	VAT Reclaim	1676.76	£1676.76	
		Sub Total		£5061.02	
31 Mar	Unity Trust Bank	Interest			247.11
		<b>Transfers</b>	0.00	0	
		<b>Payments</b>			
	Payroll	Salary, Tax, NI	£1775.98	-1775.98	
4 March	WRH	Bus Shelter Cleaning	£45.00	-45.00	
4 March	Clerk	123 Reg Website domain10 year feel	£155.88	-155.88	
4 March	Cloud Next	Email Hosting Fee	£59.98	-59.98	
9 March	NEST	Pension Contribution	£232.36	-232.36	
31 Mar	Unity Trust Bank	Monthly Fee	£7.00	-7.00	
		Total Payments	£2276.20	-2276.20	
		Bank Balances		£2784.82	48160.40
31 Mar	Available Funds - Current a/c plus Deposit a/c			£50945.22	
31 Mar	Allocated Reserves Community Funding £2.4K; Traffic Calming £10K			-£12400.00	
31 Mar	General Reserve including restricted expenditure CIL funds c£24K. (available funds - including budgeted expenditure - minus Allocated Reserves)			£38545.22	
Current and Deposit Account statements circulated to councillors on 1 April 2026, along with the record of receipts and payments, for transparency and confirmation of accuracy					

(ii) BACS – Budgeted and approved payments processed.

(iii) **Approval of Regular Payments by Standing Order/Direct Debit (Payroll) 2026-27: Approved:**

Budgeted payroll payments to continue to be paid by SO/DD to comply with contractual obligations.

(iv) **S106 Developer Payments from Crawley Down Road developments:** TDC Deputy Chief Executive has written to confirm that these payments will be used to fund facilities in Felbridge. A response is awaited from the MSDC Planning Department.

## 6. VILLAGE MAINTENANCE

(i) **Highways Grass Verge Cutting:** Second cut scheduled for completion by end April.

## 7. COUNTY/DISTRICT COUNCILLOR REPORT

**Unitary Authority Preparations:** As a member of the group working on the process to transfer duties and powers from Surrey CC and Tandridge DC to the East Surrey Unitary Authority, Cllr. Steeds is currently working with colleagues to compile a risk register and to set up a programme for splitting larger contracts between the two new councils. Further discussions are taking place on how to manage planning departments.

**Vehicle Activated Sign, Copthorne Road:** At Cllr. Steeds request, SCC have added a replacement VAS for the Copthorne Road to the list to be actioned in either 2026 or 2027. The latter would need to be approved by the new East Surrey Council.

**Dormer Cottage Site:** Cllr. Steeds to contact TDC Planning Enforcement regarding the ongoing issues including mobile homes being used for accommodation; plant and equipment being stored; storage containers being moved to site and bright security lights being installed along the length of the side fence. These actions are all in breach of planning.

## 8. DISTRICT COUNCILLOR REPORTS

Nothing new to report.

## 9. COUNCILLORS' REPORTS/UPDATES

**Copthorne Road Footpath:** Cllr. Huntington reported that the section of footpath from Toads Croak to Houseman Way is still being impacted by overgrowing vegetation and the grass verges are encroaching on the now narrow footpath. **Action:** Cllr. Steeds to raise with the TDC Street Cleaning team.

**Haskins Roundabout:** Cllr. Clarke noted that Highways have been unable to complete a full grass cut due to the damage caused by vehicles being deliberately driven over the roundabout.

**A22 at Star Junction:** Cllr. Groom reported that there was a lot of debris on this section of road which was causing a hazard for cyclists. **Action:** Cllr. Steeds to raise with TDC.

## 10. SURREY HIGHWAYS/RIGHTS OF WAY/TDC MAINTENANCE REPORTS

### Highways

Potholes on Copthorne Road repaired

Potholes on Mill Lane repaired under temporary road closure.

### TDC

**Fly Tipping:** Report of car parts and general rubbish dumped on Stubpond Lane near Hedgecourt Lake

**Playground Base Repairs:** Have been waiting for TDC to deliver these repairs since September 2025.

Officer has been chased regularly. **Action:** Clerk to monitor

## 11. PLANNING

### (i) Applications considered at the meeting:

**2026/83 The Granary, Rowplatt Lane, Felbridge, Surrey, RH19 2PA**

**Resolved:** No Action

**2026/123 Cattery, Oakcroft, Woodcock Hill, Felbridge, Surrey, RH19 2RD**

**Resolved:** Felbridge Parish Council have no objection to the application should the land be considered Grey Belt.

(ii) **Adjoining Planning which may affect Felbridge** Nothing which directly affects Felbridge.

(iii) **Planning Enforcement: 2025/781 Dormer Cottage, Woodcock Hill, Felbridge, Surrey, RH19 2RD**

Planning Officer responded to update request to say that the developer had emailed some drawings relating to the new application and has been asked to upload them to the planning system. At 2 April that had not been done. The site continues to be used and occupied in breach of existing planning permissions.

(iv) **MSDC Development on Felbridge Border** While road cleaning continues to be a problem, fewer HGVs appear to be using Rowplatt Lane and deliveries are being better managed with timings now mostly avoiding school hours and no waiting on the road.

**Signs on Village Green:** Site Manager asked for removal of signs lying face down to allow grass to be cut.

## 12. POLICY UPDATES

(i) **Financial Regulations** (includes updated banking arrangements) **Resolved:** Amendments approved

(ii) **Freedom of Information Policy** (updates to include information available on website) **Resolved:** Amendments approved.

(iii) **Data Protection Policy** (includes updated information on website content) **Resolved:** Amendments approved.

## 13. CLERK'S REPORT

### Correspondence:

Gullege Bridleway temporary repairs

Delayed hedge cutting due to SGN works

HGVs turning left from CDR at Village Green

Debris on footpath from Doves Barn to Furnace Wood

**Annual Village Meeting:** 9 April from 6.00pm-8.00pm. Arrangements in place.

**Village Sign** Being cleaned in early April

**Additional Noticeboard** Ordered and due for delivery in mid-April

**Temporary Toilet** Now in position near the playground. Will be in place from April-October 2026

**Roadworks:** An updated list of roadworks, including full road closures, in and around Felbridge has been added to the Felbridge Parish Council website [www.felbridge-pc.org.uk](http://www.felbridge-pc.org.uk)

**Access to Imberhorne Lane Community Recycling Centre (Tip)**

The approved full closure of Imberhorne Lane to bring services to the Imberhorne development from 18 May to 4 July means that Felbridge residents will have to travel via East Grinstead or Turners Hill to access the CRC. The closure is shown as between Heathcote Drive and the CRC.

#### **14. BUSINESS FOR NEXT MEETING**

Financial Year End Report

#### **15. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS**

The next meeting will take place on Thursday 7 May in the Club Room as the Committee Room is being used for the East Surrey Council elections. The Annual Village Meeting will take place on 9 April and a planning meeting is scheduled for Thursday 16 April.

The meeting closed at approximately 2030..

Patricia Slatter

Clerk to Felbridge Parish Council

[www.felbridge-pc.org.uk](http://www.felbridge-pc.org.uk)