

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 2nd June 2016 at 7.30pm in the Village Hall.

Present:

Mrs. Bridget Huntington (Vice-Chairman)	Mr. Brian Apps
Mrs Joan Harwood	Mr. Ian McBryde
Ms. Georgina Chapman	Mrs. Linda Hainge
Councillor Michael Sydney (County Councillor)	Mrs. Patricia Slatter (in attendance)

1. **APOLOGIES FOR ABSENCE** were received from Chairman Jeremy Clarke and District Councillor Ken Harwood.

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 5th May 2016 were approved and signed.

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

(i) **Damaged Verge/Footpath, Crawley Down Road:** Ken Harwood's wrote to Surrey County Council requesting urgent action to repair this footpath leading to Felbridge Primary School. SCC responded that the footpath "is not part of the Public Highway Asset and is therefore not maintained by SCC" and suggested that it was an issue for Tandridge District Council. The Clerk contacted TDC who refute those claims and have asked their Legal Department to investigate. Clerk will update when a response is received.

5. **ONGOING ITEMS**

(i) **Community Consultation:**

Transport/Environment and Green Issues: –

Actions completed:-

a. **Welcome to Felbridge White Gates:** Jeremy Clarke to liaise with SCC to agree designs for double gates at each of the three locations on Crawley Down Road, Copthorne Road and on the A22 near the Woodcock Inn. Michael Sydney has agreed to add the £1.5K he had offered in funding to the 2016 reserve to allow time for agreement to be reached.

Action: Jeremy Clarke to liaise with SCC and report back.

b. **Gullege Bridleway** – The Clerk wrote to East Grinstead Town Council asking them to add the works needed to clear the Gullege Bridleway to allow better access to the Worth Way to the agenda for their next meeting. EGTC responded that as they didn't own the land they couldn't do so. Sue Philipson, Access Ranger for WSCC has written to the Clerk offering her support for the works and offering help and advice. No funds are available from WSCC. **Action:** Clerk to write to developers who have built properties in the Felbridge area over the past few years to ask for donations. **Action:** Clerk to contact Mid Sussex District Council to ask for CIL payment funding generated from developments on or near the Surrey border to be allocated to the Gullege improvement works.

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

- a. Fencing – Clerk has asked TDC to recommend potential suppliers so three quotes can be received to allow this project to be progressed.
- b. Temporary Toilet Facilities in Village Hall Grounds: The temporary toilet was installed on 8th May.

- (ii) **Hub Project**: Contracts have now been agreed at the same cost level for 2016. Delays in contracts being allocated has resulted in an initial late and poor cut. It was agreed that the village looked very untidy with overgrown verges. In addition, sight lines had not been cleared at Furnace Wood. A further cut will take place in mid-June. Dates for the remaining Urban Cuts are June 27th; August 8th and September 19th – weather permitting. **Action**: Clerk to report back to Hub

6. **FINANCE**(i) **Current Account**

CURRENT ACCOUNT				TOTAL
<u>RECEIPTS FROM</u>				£
DATE				£
May-16				Nil
<u>PAYMENTS TO</u>				TOTAL
DATE	DETAILS	CHQ.	£	
05.05.16	H M Revenue & Customs	Clerk's tax - May	213	147.32
"	B Wright	Bus Shelter Cleaning - May	214	37.00
"	P Slatter	Clerk's Sal - May	215	294.62
"	P Slatter	Transparency Grant for hours worked	216	294.62
"	P Slatter	Office All'ce & Expenses April	217	78.14
19.05.16	Came & Company	Annual Insurance premium	218	554.30
				<u>1406.00</u>
BUSINESS RESERVE ACCOUNT				TOTAL
<u>RECEIPTS FROM</u>				£
DATE				£
May-16				Nil
SUMMARY 31.05.16				
Current Account Bank Balance				9567.23
Less outstanding cheques				-19.60
Cashbook Balance				<u>9547.63</u>
Business Reserve Account Balance				21234.07
TOTAL BALANCES				<u>30781.70</u>
Less reserves for new Village Gates, A264 fencing, traffic calming & new bus shelter,				-8500.00
AVAILABLE FUNDS				<u>22281.70</u>

(ii) Section 137 Payments

A request for funding was received from St. Catherine's Hospice to support their outreach work in the Felbridge area and to support their facilities in Crawley which is available to Felbridge residents. It was proposed by Bridget Huntington and seconded by Linda Hainge that Felbridge Parish Council donate £500 to STCH. **Resolved:** FPC to donate £500 to STCH. **Action:** Clerk to write to STCH.

(iii) Review of Banking Facilities: Brian Apps is awaiting paperwork from LloydsTSB to set up a new bank account which will allow online account access. All councillors (except for the RFO) will be signatories and two signatures will be required for each cheque. Two log-ins will be required to transfer funds electronically. **Resolved:** All councillors (excluding the RFO) will be signatories on the new bank account. **Resolved:** Brian Apps, Jeremy Clarke and Ian McBryde will have online access to the account. **Action:** Brian Apps to circulate paperwork to councillors when received.

FPC WEBSITE: The new FPC website www.felbridge-pc.org.uk is now active. End of year financial records have now been added and the News section is updated regularly.

7. **COUNCILLORS' FEEDBACK**

- (i) **Ebor Lodge:** Bridget Huntington reported that the requested works on the verge outside Ebor Lodge had now been completed to a high standard and asked that the council write to thank the residents. **Action:** Clerk to write letter of thanks to Ebor Lodge residents.
- (ii) **Limes Pond:** Tandridge District Council have added the works to clear the pond and the surrounding area to their autumn schedule. **Action:** Clerk to monitor.
- (iii) **Overhanging Vegetation on Woodcock Hill:** Georgina Chapman delivered letters to properties along Woodcock Hill where trees and vegetation from within the property boundaries were overhanging the footpath and causing obstructions. One resident responded to say that he had reported the verges by the roadside to Surrey Highways under ref. no. SQ925721. **Action:** Councillors to monitor and report back.
- (iv) **Post Outside Village Hall:** The damaged post has been repaired but three others have now come done. It was proposed by Bridget Huntington and seconded by Linda Hainge that Howard Searle is asked to survey the remaining posts and report back. **Action:** Clerk to contact Howard Searle. Councillor Sydney offered to research materials used for posts in other areas. **Action:** Councillor Sydney to report back.
- (v) **Footpath and Verges on Copthorne Road:** Following a letter and call to the developers, the temporary fencing by the Hamptons has now been removed. A letter has also been sent to the neighbouring property asking that their verge be reinstated following building work and vehicle parking. No response has yet been received. **Action:** Clerk to monitor.
- (vi) **Advertising Board Oakview/The Laurels:** Clerk has written to Quantum Homes asking them to remove the advertising boarding placed on land at Oakview/The Laurels. No response has been received. Ian McBryde offered to provide clerk with agent's contact details. **Action:** Ian McBryde to provide agent's details. **Action:** Clerk to write to agent to ask for board to be removed.
- (vii) **Water Main Leak at Peacock Lodge:** Clerk wrote to the Manager at the Peacock Lodge on 15th April to ask for the leaking water main to be repaired. There has been no response but the works appear to have been done. **Action:** Councillors to monitor.
- (viii) **Chairman's Board in Village Hall:** The board has now been updated.
- (ix) **Felbridge School Hedge:** The School Manager has confirmed that the hedges can't be cut back yet due to nesting birds. The hedges will be cut in late June, early July.
- (x) **Sightlines at Furnace Wood:** Brian Apps reported that when exiting to the A264 from the western entrance from Furnace Wood sightlines were blocked since only a narrow width of grass has been cut to the right. **Action:** Clerk to report to Hub Team.
- (xi) **Dead Trees:** A new tree which had been planted near to Warren Close has died. A second tree on the green off Crawley Down Road near the school end has also died. The big tree outside the Village Hall car park is dead but green shoots that have not been cut back by Tandridge are very healthy looking and very tall. **Action:** Clerk to report dead trees to TDC and ask for advice on the larger tree by the Village Hall.

- (xii) **Litter Picking by Residents:** Linda Hainge reported that two residents who live facing the Village Hall decided some weeks ago to start litter picking in and around the Village Hall grounds. In their first pick they filled five bin liners with rubbish. They have also been removing dog waste. Joan Harwood offered to provide signs asking owners to clear up after their dogs. **Resolved:** Letters of thanks to be written to the residents. **Action:** Clerk to write letters. **Action:** Linda Hainge to deliver letters.
- (xiii) **Hedge by Toad's Croak House:** Bridget Huntington reported that this hedge is overgrown and causing an obstruction on the footpath. **Action:** Clerk to write to owners asking them to cut the hedge back to their boundary.
- (xiv) **Footpath outside Little Eden:** Bridget Huntington reported that the footpath outside Little Eden was uneven and there was a dip which created a trip hazard. **Action:** Clerk to report to Highways.

8. **SURREY HIGHWAY REPAIRS:**

- (i) **A264/A22 Junction at Star Inn:** Councillor Sydney reported that works to major junctions such as the A264/A22 Star Junction were managed by a separate Highways team based in Guildford rather than the usual Highways team who managed other roads and footpaths in the area. Meeting between Michael Sydney and Councillor Heidi Brunson from EGTC is still to be arranged. **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. Michael Sydney stated that the Highways Operations Team no longer existed and that due to lack of funding only damaged signs received attention. Michael Sydney acknowledged the statutory requirement to clean signs and will follow up. **Action:** Michael Sydney to report back.
- (iv) **Footpath Between Doves Barn and Furnace Wood:** Following Michael Sydney's intervention confirmation had now been received that this work had been allocated to the Community Gang. No date could be provided. Brian Apps asked Michael Sydney to chase. **Action:** Michael Sydney agreed to follow up.
- (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) **Funding for Footpath Repairs:**
Councillor Sydney reported that a budget of £5m over three years had been allocated for footpath repairs in Surrey. Priority would be given to footpaths which were used most often. Councillors identified four footpaths which have become almost impassable and which require urgent attention: **Resolved:** FPC request funding for repairs to the following:
 - a) Crawley Down Road between Rowplatt Lane and the Village Hall (Playgroup/Playground) and Felbridge Primary School
This footpath is uneven, floods regularly, retains standing water and in parts is overgrown. It is a main walkway for children using the school, playground, playgroup, and for users of the Village Hall, Tennis Club, Football Club and Village Shop.
 - b) Copthorne Road from Mill Lane to the Star Crossroads
Sections of this footpath have become overgrown with vegetation and other sections are uneven following previous works. Main walkway to the Village Shop, Primary School, local shops and bus stops.

- c) Copthorne Road from the County boundary (near Furnace Wood) to Doves Barn This has been on the Outstanding Highways Reports since August 2015. The footpath has been come totally impassable in parts with vegetation covering the footpath. Residents using mobility scooters are using the busy A264 (50mph) since they can't use the footpath.
- d) Woodcock Hill from the garage to Stones Cottages. Sections of this footpath have been overgrown with vegetation causing a slip or trip hazard. The footpath is already narrow in parts and runs alongside the busy A22.
- Action:** Clerk to write to Councillor Sydney to ask for the above footpaths to be considered for funding at the earliest opportunity.

- (vii) **Damaged Road Sign:** Georgina Chapman reported damaged road sign. **Action:** Exact location to be confirmed to Clerk. **Action:** Clerk to report to Highways.
- (viii) **Pelican Crossing by Village School:** Joan Harwood reported a damaged light on this crossing. Bridget Huntington reported that there was a considerable delay between pushing the button on the crossing to the lights changing to allow pedestrians to cross. **Action:** Clerk to report to Highways.
- (ix) **Pothole near Mormon Temple:** Bridget Huntington reported that there was a pothole between the roundabout and the Felbridge sign near the footpath. **Action:** Clerk to report to Highways.
- (x) **Roadsign on A264 approaching Mill Lane/Rowplatt Lane Junction:** Linda Hainge reported that this sign which includes warnings about the upcoming junction and corner was so dirty it wasn't possible for drivers to read. Councillor Sydney confirmed that there was still no money available to clean road signs but said he would report back.

Councillor Sydney left the meeting.

9. PLANNING APPLICATIONS.

TA/2016/870 Unit 26, Hobbs Industrial Estate, RH7 6HN
Resolved: No Action

TA/2016/867 Oakview, London Road, Felbridge, RH19 2QZ
Resolved: No Action

TA/2016/829 Peacock Lodge, Eastbourne Road, Newchapel
Resolved: No Action

CLERK'S REPORT

- (i) **Transparency Fund for Smaller Councils:** Clerk has applied for this additional funding and a payment in excess of £300 was expected. **Action:** Clerk to monitor and update.
- (ii) **Application for CIL Funding:** MSDC confirmed that there are no funds currently available for expenditure outside of Mid Sussex. **Action:** Clerk to follow up and research how FPC could secure funding from CIL payments made for developments built close to the Felbridge border. **Action:** Clerk to follow up.
- (iii) **Evelyn Chestnuts:** Peter Wickenden had contacted the Clerk to advise that the 'runners' at the base of the chestnut trees had not been cut back. He also commented on the poor state of the verges in the village. **Action:** Clerk to ask TDC to cut back the 'runners'.
- (iv) **Quarterly Parish Meeting:** The next quarterly parish meeting will take place on Wednesday 15th June at 6.30pm in the Council Chamber at Oxted. Georgina Chapman and the Clerk will attend and report back.

- (v) **Civic Service at St. Swithuns:** Councillors were invited by the Mayor East Grinstead to a Civic Service on 12th June. Unfortunately no-one was available to attend. **Action:** Clerk to send apologies.
- (vi) **Annual Pay Revision for Clerks:** SLCC report that an annual pay review for clerks for 2016-2017 had been agreed resulting in an increase of 0.92p per hour backdated to 1st April.
- (vii) **Master Fryer Fish and Chip Shop:** The Master Fryer on Felbridge Parade now offers a free delivery service on Thursday-Saturday evenings from 5.00pm-9.30pm. A minimum spend of £10 applies.

10. **ANY OTHER BUSINESS**

Country Show: A rota for the Felbridge Parish Council stand at the Country Show was circulated.

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

The next Parish Council Meeting will be held on Thursday 7th July 2016 at 7.30pm, in the Committee Room. The next Planning Meeting will take place on Thursday 16th June at 7.00pm.

The meeting closed at approximately 9.25pm

Patricia Slatter
Clerk to Felbridge Parish Council
3rd June 2016

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