

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 7th December 2017 at 7.30pm in Felbridge Village Hall.

Present:

Mr. Jeremy Clarke (Chairman)
Mrs. Linda Hainge
Mr. Brian Apps
Mr. Alan Woodroffe (in attendance)
Mrs. Patricia Slatter (in attendance)

Mrs. Bridget Huntington
Mrs. Joan Harwood
Mr. Ian McBryde

1. **APOLOGIES FOR ABSENCE** were received from Ms. Georgina Chapman, District Councillor Ken Harwood and County Councillor Lesley Steeds.
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 2nd November 2017 were approved and signed.
4. **ONGOING ITEMS**
 - (i) **Community Consultation:**
Transport/Environment and Green Issues: –
 - (ii) Welcome to Felbridge White Gates: Georgina Chapman has now ordered the gates and SCC have said they will be installed before end March. **Action:** Clerk to monitor.
 - (iii) Gullege Bridleway – Linda Hainge and Ros White have applied for other sources of funding and will again be approaching the Gatwick Airport Conservation Trust.
 - (ii) **Leisure and Health Actions:-**
Nothing new to report.
 - (iii) **Hub Project:**
 - (i) **Future of Hub Project:** TDC have agreed with Surrey County Council to take over grass cutting across the district with funding guaranteed for four years. This will cover 5 urban cuts, 2 rural cuts and 1 weed killing treatment. Awaiting confirmation from TDC on whether this can increase to 7 urban, 3 rural and 2 weed killing treatments with additional funds from Parish Councils. **Action:** Clerk to monitor.

5. FINANCE

RECEIPTS AND PAYMENTS November 2017

RECEIPTS FROM

DATE	DETAILS	TOTAL £
27.10.17	Nil	0.00
TOTAL		<u>0.00</u>

PAYMENTS TO

DATE	DETAILS	CHQ	TOTAL £
02.11.17	P Slatter Clerk's Salary & Allowance November	93	524.32
"	HMRC Clerk's Tax November	94	131.08
"	Brian Wright Bus shelter cleaning October	95	38.00
"	GACC Annual Membership	96	10.00
"	SSALC Clerk training	97	78.00
"	Nick Dance Fence repair, hedging and erection of 3 new noticeboards	98	1032.00
	P Slatter Clerk Exp October + Bus shelter repairs + 3 British Legion Silent Soldiers	99	388.40
	Hire-A-Loo Toilet Hire October	100	126.96
	Surrey County Council "Welcome To Felbridge" gates	101	6515.22
TOTAL			<u>8843.98</u>

SUMMARY

30.11.17

Lloyds Bank - Current Account	14627.21
Lloyds Bank - Business Reserve	20008.82
Less outstanding cheques	<u>-126.00</u>
TOTAL BALANCES	34510.03
Less reserves for traffic calming, new bus shelter, playground re-surface, footpath clearance & new bollards	<u>-13800.00</u>
AVAILABLE FUNDS	<u>20710.03</u>

- (ii) **Section 137 Payments:** No requests for payments were received in this period.
- (iii) **Precept for Financial Year 2018/19: Resolved:** It was unanimously agreed to increase the precept by a total of £800 for the next financial year to cover additional costs.
- (iv) **Audit Arrangements for 2018/19:** Brian Apps reported that from the next financial year only an internal audit will be required for parish councils with a precept level below £25K.

6. COUNCILLORS' FEEDBACK

- (i) **Bollards Outside Village Hall:** Replacement bollards are to be delivered to the contractor next week. **Action:** Clerk to liaise with contractor regarding installation.
- (ii) **Gate by Birch Grove:** Awaiting three quotes. **Action:** Jeremy Clarke to report back.
- (iii) **Planning Seminar at Burstow Parish Council:** Both Jeremy Clarke and Ian McBryde attended this seminar and found it very useful.
- (iv) **Road Barriers at The Star:** Highways had left some plastic barriers leaning against the wall of the Star. Clerk has asked SCC to remove them **Action:** Clerk to chase.

- (v) **Wates Planning Application Crawley Down Road:** Jeremy Clarke attended the planning meeting after the application was reconsidered by MSDC. The application was approved. No formal notice has been issued yet since there are outstanding issues relating to habitat and transport. **Action:** Jeremy Clarke to monitor
- (vi) **FPC Request for Funding from Proposed Wates Development:** Chief Planning Officer for TDC has agreed to the Clerk's request to write to MSDC asking that FPC receive a share of community payments from the developer should this application progress. Since the properties are to be built on Sussex land, all such funding would otherwise go to MSDC. FPC have asked for funding to replace the playground in the Village Hall and to resurface the Gullege Bridleway from the Crawley Down Road to the Worth Way. The estimated total cost is £50K. **Action:** Clerk to liaise with both planning departments.
- (vii) **Limes Pond Cleared:** Ian McBryde reported that the pond had been cleared by TDC.
- (viii) **New Data Protection Regulations:** Ian McBryde suggested that FPC take action to ensure compliance with the new regulations which come into force in May 2018. Clerk is booked on to a SLCC training course on the subject in January. **Action:** Clerk to report back.
- (ix) **Right Turn at Felbridge Lights:** Bridget Huntington reported that there were still problems with the right turn filter light at the A22/A264 junction. **Action:** Clerk to report.
- (x) **Trees on Village Green:** Linda Hainge reported that two new trees on the Village Green had died. **Action:** Clerk to report to TDC and ask for replacements to be planted in the spring.
- (xi) **Request for Funding from Village Hall Committee:** Linda Hainge reported that the disabled toilet in the village hall needed to be replaced and that the Village Hall Committee would be submitting a request for funding to FPC. **Action:** Linda Hainge to follow up.
- (xii) **Playgroup to move to Felbridge School:** Linda Hainge reported that the playgroup would be relocating from the Village Hall to Felbridge School.
- (xiii) **Silent Soldiers:** Linda Hainge has stored the figures. She suggested that FPC discuss ways to commemorate the end of WW1 in addition to displaying the figures again. Twelve new large poppies have been ordered from Surrey Royal British Legion.

7. **CIL REVENUE AND EXPENDITURE:**

- (i) **Village Maintenance:** Contractor to clear footpaths on Copthorne and Crawley Down Roads in December. Road signs have been cleaned. Awaiting confirmation from SCC that they will clear the footpaths on the A22. **Action:** Clerk to monitor. **Action:** Clerk to obtain costing for clearing the 'off road' footpaths in the village.
- (ii) **Suggested Improvements - Footpath:** Linda Hainge suggested that an all-weather path with lighting be created from the Copthorne Road through the woods to the rear of the Village Hall. **Action:** Clerk to investigate.
- (iii) **Suggested Improvements – Playground:** Bridget Huntington has investigated new playground equipment and has identified a range for swings and swing boats including an accessible swing. **Action:** Bridget Huntington to circulate details to all councillors.
The list for suggested CIL revenue expenditure is now closed.

8. **SURREY HIGHWAYS:**

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke is due to meet with Sam Gymiah early in the new year.
- (ii) **Vehicle Activated Sign on Copthorne Road:** Surrey Highways advise that due to budget restrictions and a backlog of work for contractor Skanska, the broken sign will not be repaired until April. **Action:** Clerk to monitor.
- (iii) **Mill Lane Resurfacing Works:** Following a site meeting between SCC and the contractor, it is now agreed that these works need to be redone. **Action:** Joan Harwood and Lesley Steeds to monitor.
- (iv) **Footpaths on A22 and Felbridge Road Signs:** Lesley Steeds has arranged for the footpaths on the A22 through Felbridge to be cut back and cleared at ground level and for all the road signs in Felbridge to be cleaned.

- (v) **Developer/Contractor Vehicle Parking on Crawley Down Road** Surrey Highways are consulting with residents living near the junction of the A264 and Crawley Down Road regarding installing double yellow lines to avoid future obstruction issues through illegal parking at the junction. **Action:** Lesley Steeds to report back.
- (vi) **Works to Traffic Lights at Star Junction:** FPC did not receive prior notice of the planned works at the Star Junction and concerns were raised about the timing. The Clerk reported that a leaflet had been produced by Highways which referred to the works being connected to planned works on the M23. **Action:** Clerk to circulate leaflet to councillors and investigate.

9. **PLANNING**

(i) Applications Considered

The following application was considered at the Planning Meeting held on Thursday 16th November attended by Joan Harwood, Linda Hainge, Brian Apps, Bridget Huntington and Jeremy Clarke.

TA/2017/2219/TPO: Rushmore, Domewood, Copthorne, RH10 3HD

Resolved: FPC cannot approve of this application as it has failed to provide the necessary information in the application. Section 8 has not been completed for the works on trees subject to a TPO. The section 10 checklist confirms that the applicant has stated reasons for the work, but the description of works only states a reason for Tree 10 and not for any of the other tree works. FPC urge TDC to contact the applicant and ensure that the information required by the validation process is in place before they process tree work applications. FPC look forward to reviewing the application when the necessary information is provided.

The following applications were considered at the full parish council meeting:

TA/2017/2328 Churchill Stud, West Park Road, Newchapel, RH7 6HT Erection of first floor extension.

Resolved: No Action

TA/2017/2291 Yerba Buena, Herons Close, Copthorne, RH10 3HF Demolition of existing garage and construction of new detached garage.

Resolved: No Action

TA/2017/2263 Street Record, Houseman Way, Felbridge Erection of entrance gates.

Resolved: No Action

(ii) Applications Received by Neighbouring Authorities

There were none which border Felbridge.

(iii) Support Information for Planning Applications

District Councillor has received copies of all recent applications where FPC were unable to comment due to lack of information provided. **Action:** Clerk to write to TDC to raise concerns with the validation process which prevents councillors from fully discharging their judgement as consultees.

10. **CLERK'S REPORT**

- (i) **Contractor Parking on Copthorne Road:** Vehicles have been parking on the verge outside a property being developed. The vehicles were both encroaching on the highway causing road users to take evasive action and are causing sightline issues for vehicles exiting Rowplatt Lane. District Councillor has reported the issue to Tandridge Police. **Action:** Clerk to monitor
- (ii) **Funding Application for Scanner:** The Clerk has submitted an application to the Transparency fund to cover the cost of a scanner.

11. **CONSULTATIONS**

- (i) **Tandridge District Council Local Plan - Garden Village Consultation:** Consultation period has now closed. **Action:** Clerk to monitor and report back when further information is available.
(ii) **Surrey County Council: Surrey Waste Local Plan:** **Action:** Clerk to circulate information to councillors when available.

12. **BUSINESS FOR NEXT MEETING**

There was no additional business for the next meeting.

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

The next Parish Council Meeting will be held on Thursday 1st February at 7.30pm, in the Committee Room. Planning Meetings are scheduled for Thursday 21st December; Thursday 4th January and Thursday 18th January, all at 7.00pm

The meeting closed at approximately 9.55pm.

Patricia Slatter
Clerk to Felbridge Parish Council

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

