

# **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 1<sup>st</sup> September 2011 at 7.30pm in the Village Hall**

Present: Mrs Bridget Huntington (Chairman)  
Mrs Linda Hainge  
Mrs Joan Harwood  
Mr Ian McBryde  
Mr Peter Wickenden  
Mr Ken Harwood (District Councillor)  
Mr Michael Sydney (County Councillor)  
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – were received from Mr Jeremy Clarke and Mr Brian Apps.

2. **DECLARATIONS OF INTEREST**

Mrs Joan Harwood declared a personal and prejudicial interest in planning application TA/2011/902, the nature of the interest being the close proximity of Holmdale to her own property. In accordance with the Members' Local Code of Conduct, she was not present at the meeting for the discussion and voting thereon. There were no other additions to those previously registered.

3. **MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 7<sup>th</sup> July were approved and signed.

The Chairman welcomed 2 residents who spoke on behalf of Felbridge Horticultural Society. They are looking for a suitable site for allotments in Felbridge and asked if FPC could co-operate. The Chairman pointed out that FPC does not own any land but suggested that a group of residents form an allotment society, who could then approach FPC again for some help. It was also suggested that the allotment society need to identify how many Felbridge residents would be interested in applying for an allotment, should a site be found.

4. **MATTERS ARISING**

- (i) **Village Sign:** FPC have agreed to progress installation of the village sign and Jeremy Clarke is trying to obtain three quotes.
- (ii) **Surrey Council for Voluntary Youth Service:** Linda Hainge and Bridget Huntington would be willing to join a group once Marie Silvester has made some initial enquires at Imberhorne School. **Resolved:** Clerk to contact Marie.
- (iii) **Woodcock Hill:** Anita Guy, SCC, has obtained a quote from Westcotec, SCC's VAS supplier, to supply and install one new sign and install the sign already owned by SCC for £2,100 plus VAT. She is awaiting a quote from Skanska for the cost of electrical work. She estimates that the total cost should be in the region of £3,500 - £4,000. FPC have agreed to contribute up to £2,000. Frank Lilley has confirmed that residents will contribute £1,000 toward the cost. The TDC Local Committee have agreed to grant £1,000. **Resolved:** Clerk to contact Anita Guy to find out progress.
- (iv) **Fence along Woodcock Hill:** SCC are progressing.

- (v) **Queen Elizabeth II Fields:** Grants are now available from the SITA Trust Queen Elizabeth II Fields for projects which would benefit the wider community. A letter has been received from FSRA, which has been sent to TDC for reply.
- (vi) **Gritting:** FPC wish to retain a grit bin on Woodcock Hill. Michael Sydney will ask Steve Cunnah, SCC, if this bin will stay on Woodcock Hill. FPC will need to arrange for it to be filled and discuss whether any more bins are required in Felbridge.
- (vii) **Footpath alongside Cophorne Road:** Clerk had site meeting with Community Payback Co-ordinator on 10<sup>th</sup> March. Michael Sydney will discuss with John Lawlor the Clerk's email which summarised the current situation and asked if SCC could carry out a risk assessment with the Community Payback Co-ordinator. **Resolved:** Clerk to re-send email to Michael.
- (viii) **Hub Project:** The Clerk attended a Hub Project meeting on 14<sup>th</sup> July, minutes previously circulated. Michael Sydney has concerns about the current contactor. Peter Wickenden and the Clerk will attend the next meeting on 8<sup>th</sup> September. The verges in Tangle Oak have not been cut this year and the nettles around the seat at Hedgecourt Lake need cutting back.
- (ix) **Wifi at Village Hall:** The Village Hall Committee are interested but need to wait until the new lease is registered. A grant may be available from the TDC Local Committee for the set-up costs. **Resolved:** Clerk to speak to Jeremy Clarke about set-up costs and ongoing costs.
- (x) **Graffiti on skateboard ramp:** The skateboard ramp has new graffiti on it and there are some very deep pits in the woods which are becoming dangerous. **Resolved:** Clerk to contact TDC.
- (xi) **Housing Needs Survey:** This item was discussed at the planning meeting on 4<sup>th</sup> August. Unfortunately Anne Bott was unable to attend. **Resolved:** Clerk to arrange new date for a meeting with Anne when all councillors are available.
- (xii) **New Seats in Felbridge:** Various locations were discussed. A letter has been sent to FSRA to ask for their views on two seats on Felbridge Playing Fields and for their suggestions on appropriate locations.
- (xiii) **Tree work on Village Green:** TDC have carried out all the work on the green requested by FPC. TDC have requested a quote for the chestnut trees along Crawley Down Road to be trimmed. **Resolved:** Clerk to send a letter to Steve Hyder, TDC to thank him for the excellent work carried out by his contractors.
- (xiv) **Street Light at entrance to Furnace Wood:** The street light by the pillar box has not been changed as part of the new street lighting programme. Surrey Lighting Services confirmed on 20.05.11 that this light is on their list of queries to be discussed with SCC.
- (xv) **Gullege Bridleway:** WSCC Local Access Ranger will inspect the bridle path starting alongside the recreation ground – northern end of path 40A in September.
- (xvi) **Trees overhanging footpath alongside A22 outside Ebor Lodge:** A letter has been sent to the residents.
- (xvii) **The Good Councillor's Guide:** Councillors were urged to read this with a view to discussing any comments at the next meeting.
- (xviii) **BMX Track at EG Sports Club:** Ken Harwood agreed to enquire if any progress had been made.
- (xix) **Litter Bins:** The litter bin by the puffin crossing/telephone box and the one on the village green by the noticeboard need replacing with larger bins. An additional bin is also needed by Hedgecourt Lake. It was suggested that the Village Hall Committee could apply to the TDC Local Committee for funds to replace the bins around the village hall grounds. **Resolved:** Clerk to contact Scott Coughlan to ask for quotes. Clerk to ask TDC for replacement dog litter bins by Hedgecourt Lake as both are broken.

- (xx) **Felbridge History Board:** A waterproof history board was suggested for the village green. It was suggested that the Felbridge History Society could apply for a grant from the TDC Local Committee.
- (xxi) **Crawley Down Road:** The VAS sign in Crawley Down Road reads low. Clerk contacted SCC on 4.8.11 to ask for this sign to be adjusted.
- (xxii) **Meeting Point for Older Residents:** To be discussed at a future meeting.
- (xxiii) **The Limes Pond:** This is now very overgrown. Steve Hyder is concerned about the environmental impact of any clearance work and has contacted the Downlands Trust for advice. **Resolved:** Clerk to contact Steve to ask if any progress has been made as some residents have raised concerns.
- (xxiv) **Bulbs:** It was agreed that there are more areas in Felbridge that would benefit from spring bulbs. The TDC Local Committee are reluctant to make grants to parish councils as they can raise funds via their Precept. **Resolved:** Clerk to send forms to Felbridge Horticultural Society who will request a grant of £250 from the TDC Local Committee.
- (xxv) **Felbridge Water:** A representative from the Environment Agency has inspected the water and only found ferruginous deposits. She declared the water healthy. Clerk has spoken to the resident who sent the letter to FPC.

## 5. **SURREY HIGHWAY REPAIRS:**

- (i) **Hedge alongside School very overgrown:** Cut back in August.
- (ii) **Missing Drain Cover close to Domewood entrance:** Re-reported on 15.8.11, Ref 43877. Emergency team to inspect within 24 hours.
- (iii) **Wig wags near to School:** Inspection to take place w/c 22.8.11.
- (iv) **Collapsed Drain on Woodcock Hill:** This has now been repaired.
- (v) **White Lines on Woodcock Hill:** re-reported on 9.8.11. SCC Protocol is that white lines are only re-painted when the road is re-surfaced.
- (vi) **Potholes at entrance to Tythe Orchard:** now filled in.
- (vii) **Storm Water Drain outside 106 Copthorne Rd:** Re-reported on 15.8.11, Ref 43877. Emergency team to inspect within 24 hours. Cone placed over drain.
- (viii) **Lamppost at entrance to Furnace Wood:** This is leaning badly. To be replaced by 19<sup>th</sup> September.

## 6. **COUNCILLORS' REPORTS**

- (i) **Speed Management Plan for TDC:** Statistics show that the A22 from Woodcock Hill to Tilburstow Hill is the most dangerous road in south Tandridge. SCC will address this. SCC has allocated £15,000 to repair the collapsed pavement at the Newchapel Roundabout. Michael Sydney has asked for a report from Surrey Highways on how much has been spent in Tandridge since April 11.
- (ii) **Lingfield Library:** With the help of Surrey Community Foundation, Michael Sydney is setting up another trust and planning to transfer ownership of the library to this new trust.
- (iii) **Estate Agents Boards:** Ken Harwood agreed to check with TDC over the legality of the estate agents boards at the top of Mill Lane.
- (iv) **Woods behind Village Hall:** The path is getting narrow and overgrown. **Resolved:** Clerk to contact TDC to ask if the bushes alongside the path could be cut back. This is becoming a safety issue.
- (v) **Village Hall:** Quotes have been received for new windows. The Village Hall Committee have asked if FPC would pay for the replacement windows in the Committee Room. Cost £2-2,500. **Resolved:** To be discussed at the next meeting. Clerk to send an email to Michael Sydney.

Ken Harwood left the meeting.

## 7. PLANNING APPLICATIONS

**Planning Meeting held on 21<sup>st</sup> July 2011** attended by Joan Harwood, Linda Hainge, Peter Wickenden and Jeremy Clarke

### **Applications Acknowledged 4<sup>th</sup> – 8<sup>th</sup> July 2011**

**TA/2011/876:** 48 Crawley Down Road, Felbridge. Erection of double bay garage with log store. **Resolved:** Whilst this proposal represents development in the Green Belt which FPC would normally oppose, FPC feel that this proposal has minimal impact and suitably reflects the rural environment.

Joan Harwood left the meeting

**TA/2011/902:** Holmdale, Mill Lane, Felbridge. Erection of two storey side/rear extension and porch to front elevation. **Resolved:** No Action

Joan Harwood returned to the meeting

### **Applications Acknowledged 11<sup>th</sup> – 15<sup>th</sup> July 2011**

**TA/2011/739:** The Oast House, Park Farm, Woodcock Hill, Felbridge. Erection of conservatory. **Resolved:** No Action

**TA/2011/755:** The Oast House, Park Farm, Woodcock Hill, Felbridge. Erection of double garage. **Resolved:** Whilst this proposal represents development in the Green Belt which FPC would normally oppose, FPC feel that this proposal has minimal impact and suitably reflects the rural environment.

### **Applications Acknowledged 18<sup>th</sup> – 22<sup>nd</sup> July 2011**

**TA/2011/863:** Charters Towers, Felcourt Road, Baldwins Hill. Erection of 60 bed care home (Reserved Matters) **Resolved:** No Action

**Planning Meeting held on 4<sup>th</sup> August 2011** attended by Jeremy Clarke, Brian Apps, Joan Harwood, Linda Hainge, Bridget Huntington and Peter Wickenden

### **Applications Acknowledged 25<sup>th</sup> – 29<sup>th</sup> July 2011**

None in Felbridge

Anne Bott, Surrey Support Officer, SCAPTC, had been invited to attend this meeting to advise FPC and help them decide whether or not a Housing Needs Survey was necessary. She was unable to attend this meeting. An email from Anne with her thoughts was circulated at the meeting. A lengthy discussion was held about whether FPC should initiate a Parish/Neighbourhood Plan which could result in the need for a Housing Needs Survey.

### **Planning Meeting held on 18<sup>th</sup> August 2011**

#### **Applications Acknowledged 1<sup>st</sup> – 5<sup>th</sup> August 2011**

None in Felbridge

#### **Applications Acknowledged 8<sup>th</sup> – 12<sup>th</sup> August 2011**

None in Felbridge

### **Parish Council Meeting held on 1<sup>st</sup> September 2011**

#### **Applications Acknowledged 15<sup>th</sup> – 19<sup>th</sup> August 2011**

None in Felbridge

#### **Applications Acknowledged 22<sup>nd</sup> – 26<sup>th</sup> August 2011**

None in Felbridge

Ken Harwood returned to the meeting.

## 8. CLERK'S REPORT AND CORRESPONDENCE

- (i) **Election Charges:** FPC have received an invoice, amounting to £84.30, from TDC for charges incurred during the uncontested election on 5<sup>th</sup> May.
- (ii) **SCAPTC:** Nominations have been requested to fill 2 vacancies on the SCAPTC Management Committee. The AGM will be held on 27<sup>th</sup> September.

- (iii) **NatWest Community Force:** Community Projects can apply for grants amounting to £6,000. It was confirmed that the Scouts have applied.
- (iv) **Data Protection Act 1998:** Clerk is making enquiries about the requirement for councillors to register.
- (v) **Royal Horticultural Society:** A letter has been received about the RHS Britain in Bloom campaign.
- (vi) **Parish Online Mapping Free Trial:** To be discussed at next meeting.
- (vii) **World's Biggest Coffee Morning:** Councillors have been invited to attend the event organised by the Chairman of TDC on 30<sup>th</sup> September.
- (viii) **TVSC:** Their next Network Lunch will be held on 29<sup>th</sup> September.
- (ix) **New Councillor Training:** A three hour training session has been arranged in Oxted on 19<sup>th</sup> September, no-one from FPC is available to attend on this date.
- (x) **Surrey Crime Stoppers:** A letter has been received asking for a donation.  
**Resolved:** A donation of £40 was agreed,.
- (xi) **Felbridge Bowling Club:** A letter of thanks has been received for FPC's donation of £200 towards new scoreboards.
- (xii) **Superfast Broadband Event:** An invitation has been received to this event on 30<sup>th</sup> September.
- (xiii) **Circulation:** War Memorials Trust Bulletin, May 11; TDC News Release re Tandridge Magazine, 8 Jul 11; TDC List of Delegated Action Taken, 13 Jul 11; SCC/Surrey Police Drive Smart Campaign, 14 Jul 11; East Surrey Museum Newsletter, Summer 11; TDC News Release re TDC Performance and Improvement Plan, 19 Jul 11; TDC News Release re Planning Enforcement Fines, 25 Jul 11; ERHA Bulletin, Summer 11; Letter from Local Government Boundary Commission re Electoral Review of Surrey, 19 Jul 11; Letter from SCC re Adoption of Surrey Minerals Plan, 21 Jul 11; Surrey Community Action Magazine, Summer 11; SCC Suppliers Day Presentation, Jul 11; Surrey Crimestoppers News 2011; Email from GACC re draft response to Scoping Document on aviation policy, 6 Aug 11; TVSC Bulletin, Aug 11; Press Release from SCC re new contractor May Gurney, 10 Aug 11; Email re Goods Vehicle Operators Licence Applications, 11 Aug 11; Sam Gyimah MP Newsletter, 10 Aug 11; TDC News Release re Support to Croydon council, 15 Aug 11; TDC News Release re Electoral Register, 17 Aug 11; TDC News Release re Illegal House to House Collectors, 19 Aug 11; TDC News Release re Fly Tipping, 19 Aug; Letter from Surrey Community Action re Fund Raising initiative, 19 Aug 11; Action Surrey Press Release re Heritage Open Days, Aug 11; TDC List of Delegated Action Taken, 24 Aug 11; SCAPTC Summer Newsletter 2011; The Playing Field, Summer 2011; Natural World, Summer 2011; Surrey Nature, Summer 2011; EG Access Group AGM, 26 Sept 11; Letter from SCC re Surrey Minerals and Waste Development Framework, 22 Aug 11; TDC News Release re TDC quality of information given by housing staff, 26 Aug 11; Surrey Police Press Release re bank card scam, 26 Aug 11; Details of Surrey Police Mobile Counter Service, 30 Aug 11; TDC Planning Policy Committee Agenda, 8 Sept 11; Surrey Police News Release re crime fighting projects, 5 Aug 11; Clerks & Councils Direct, Sept 11; St John's Parish News, Sept 11.

9. **ACCOUNTS AND CHEQUES SIGNED:** Issue of the following cheques was approved by the Parish Council under Standing Orders:

865	B. Wright	Bus shelter cleaning for Sept	£30.00
866	R. White	Clerk's salary for Sept	£222.19
867	HM Revenue & Customs	Income Tax for Sept	£55.40
868	R White	Office Allowance for Aug/Sept and Petty Cash for July/Aug	£150.35

869	Tandridge District Council	Election Charges	£84.30
870	PCC St John's Church	Hall Hire – 4 Aug 2011	£10.00

10. **ANY OTHER BUSINESS:** None

11. **DATE OF NEXT MEETING:** The next meeting will be held on Thursday 6<sup>th</sup> October at 7.30pm.

The meeting closed at approximately 10.00pm.

RW

21 September 2011