

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 5th May 2011 at 7.35pm in the Village Hall, following the Annual Meeting

Present: Mr Jeremy Clarke (Chairman)
Mr Brian Apps
Mrs Linda Hainge
Mrs Joan Harwood – attended part of meeting
Mrs Bridget Huntington
Mr Ian McBryde (in attendance)
Mr Michael Sydney (County Councillor) - attended part of meeting.
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – were received from Mr Ken Harwood (District Councillor),

2. **DECLARATIONS OF INTEREST**

There were no additions to those previously registered.

3. **MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Annual Parish Meeting held on 7th April were approved and signed subject to the following amendment – page 14/11, para 4, line 1 to read “On behalf of all the residents of Felbridge, ……………”.

The Minutes of the Parish Council Meeting held on 7th April were approved and signed subject to the following addition – page 16/11, para 4(v) – add “FPC agreed to contribute up to £2,000.”

4. **MATTERS ARISING**

- (i) **Path from Puffin Crossing and Village Sign:** At a meeting on 22nd May 09, Steve Hyder, TDC, suggested railings alongside the pavement and a path across the green avoiding the trees. An updated quote has been received from Nick Dance for £3,530 to cover an increase in the cost of tarmac of £200. The planning applications for the path across the green and the sign have been granted consent. Work on the path should take place on 6th and 7th June. FPC agreed to progress installation of the village sign and Jeremy Clarke agreed to obtain three quotes.
- (ii) **Surrey Council for Voluntary Youth Service:** Marie Silvester, Surrey Youth Development Worker, will attend FPC’s meeting on 7th July 2011.
- (iii) **Verges on A264 Copthorne Road:** Jeremy Clarke is awaiting a reply from John Lawlor, SCC, regarding the lack of grass cutting near to Furnace Wood. Jeremy Clarke has emailed details to Michael Sydney who has a meeting with John Lawlor w/c 9th May.
- (iv) **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. There is no allowance for VAS in this year’s Local Committee Budget. **Resolved:**

Michael Sydney will speak to John Lawlor re funding from SCC. Clerk to contract Frank Lilley re contributions from residents and to ask if the residents have applied for planning permission for a mirror opposite the entrance to Park Farm.

- (v) **Fence along Woodcock Hill:** SCC are progressing.
- (vi) **Queen Elizabeth II Fields:** Terry Housden, Project Officer, The Queen Elizabeth II Fields Challenge, has confirmed that the Felbridge Playing Fields site is eligible for the Challenge. FPC agreed that the site should be named Felbridge Queen Elizabeth II Playing Fields.
- (vii) **Gritting:** FPC wish to retain a grit bin on Woodcock Hill. Michael Sydney will ask SCC if FPC can retain the existing grit bin on the understanding that it will be filled by FPC.
- (viii) **Sycamore Trees:** 3 sycamore trees growing in the hedge between the footpath in Crawley Down Road and Warren Close are getting large. Concern has been expressed about their roots damaging drains. Email received on 17th Feb from Steve Hyder saying he is obtaining an estimate for their removal. **Resolved:** Clerk to follow up with Steve Hyder.
- (ix) **Footpath alongside Cophorne Road:** Clerk had site meeting with Community Payback Co-ordinator on 10th 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.
- (x) **Verge in Crawley Down Road:** A path is being formed across the green opposite the track towards the Gullege. **Resolved:** Clerk to ask Nick Dance for a quote to repair and re-seed when he carries out work on path across village green.
- (xi) **Village Hall Committee Lease:** Ken Harwood, District Councillor, has been asked by TDC to mediate between the Village Hall Committee and TDC, and has prepared a report for the lawyers acting on behalf of the Village Hall Committee.
- (xii) **Hub Project:** SCC have agreed that Derek Poole will help with this project and with mapping the verges. SCC to investigate whether the GPS system to be used for highways mapping could also be used for mapping the verges. Derek Poole to arrange a site visit with William Kear during May. Councillors confirmed that no verges were cut in Felbridge during the first Tandridge Urban Cut scheduled for w/c 4th and 11th April. **Resolved:** Clerk to report to Derek Poole.
- (xiii) **Wifi at Village Hall:** Jeremy Clarke has contacted ten village halls. Most seem to offer Wifi as a free service and pay fees of between £14 and £36 per month. Linda Hainge agreed to discuss with the Village Hall Committee at their May meeting whether they feel this would benefit their hirers.
- (xiv) **Graffiti on skateboard ramp:** TDC have painted the sides covering some of the graffiti. Clerk to check on current situation.
- (xv) **Annual Account for year ending 31st March 2011:** The Account was audited by the Internal Auditor, who had no comments to make.
- (xvi) **Vacancy for a Councillor:** TDC have confirmed that FPC can co-opt under Section 21. Clerk to contact any residents who may be interested.
- (xvii) **Annual Meeting:** TDC have advised that, as the Felbridge election was uncontested, the Annual Meeting can be held on 5th May with those members who nominated themselves.
- (xviii) **Lingfield Library and Museum:** Michael Sydney has completed his detailed report and is fairly confident that the library will continue, probably with more independence.
- (xix) **Housing Needs Survey:** An email from TDC Planning giving their advice was circulated to all councillors. Clerk has replied to all letters received from Mill Lane residents stating that FPC are requesting additional information from TDC to help them make the right decision for Felbridge. **Resolved:** The Chairman

suggested that further advice should be requested from TDC Planning and Mona Johansson, the Surrey Rural Housing Enabler, and asked all councillors to send suggested questions to the Clerk by Friday, 13th May.

Joan Harwood left the meeting.

- (xx) **SCAPTC Membership Subscription:** The cost of FPC's annual membership of SCAPTC/NALC for 2011/12 is £559.22. Clerk circulated email from SCAPTC on the benefits of membership. **Resolved:** Clerk to invite Trevor Leggo to a meeting to discuss FPC's future membership.

5. **SURREY HIGHWAY REPAIRS:**

- (i) **83118458 - Potholes in access road to Furnace Wood:** Reported 18.4.11.
 (ii) **83112162 – Storm Water Drain outside No 106 Cophorne Road:** Repaired when checked on 26.4.11.
 (iii) **83112069 – Missing Drain Cover near Furnace Wood** – re-reported 27.4.11. **Resolved:** Clerk to send photo to Michael Sydney.
 (iv) **Large Oak Tree opposite Nos 18/19 Rowplatt Lane** – Clerk to check.

6. **COUNCILLORS' REPORTS**

- (i) **Veterinary Practice along Woodcock Hill** – The boards have not been removed. It was agreed to discuss this at the next meeting.
 (ii) **Barong at Doves Barn** – 2 flags, approximately 10ft high, have been erected. **Resolved:** Clerk to write to TDC.
 (iii) **Parking on verge in Rowplatt Lane:** A vehicle is parked regularly on the grass verge next to the lay-by outside No. 50. This is damaging the grass verge. **Resolved:** Clerk to ask for advice from PC Paul Clifton and send a photo to Michael Sydney.
 (iv) **New Seats in Felbridge:** Councillors to consider possible locations.
 (v) **Tree on Village Green:** Two trees have been planted very close together, one of which is partly dead. **Resolved:** Clerk to inspect to see if dead branches could be cut back.
 (vi) **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. **Resolved:** Clerk to report to Surrey Highways.
 (vii) **Gullege Bridleway:** This track needs improving. **Resolved:** Clerk to ask for advice from WSCC and SCC Rights of Way Officers.
 (viii) **District Councillor Ken Harwood:** FPC send their best wishes for a speedy recovery to Ken Harwood, who has now been released from hospital.

Michael Sydney left the meeting.

7. **PLANNING APPLICATIONS**

Planning Meeting held on 21st April 2010 attended by Linda Hainge, Ian McBryde and Jeremy Clarke.

Applications Acknowledged 4th – 8th April 2011

None in Felbridge

Applications Acknowledged 11th - 15th April 2011

TA/2011/435: Charters Towers, Felcourt Road, Baldwins Hill. Redevelopment of Charters Towers site to form a Continuing Care Retirement Community (CCRC) comprising refurbishment, extension and conversion of the existing manor house to provide a communal facilities building including a restaurant and consulting rooms and 5 Extra Care units and guest accommodation; conversion of entrance lodge to 1 Extra Care unit, demolition of remaining buildings and construction of 77 Extra Care units; 60 bed

care home, roads, footpaths, cycle and parking spaces, provision of open space, balancing ponds and associated landscaping works and ancillary works and structures. (Reserved matters). **Resolved:** No Action

TA/2011/437: Oakshade, Effingham Road, Copthorne. Erection of pitched roofs to replace flat roofs to front and rear elevations. **Resolved:** No Action.

TA/2011/439: Chester Lodge, Woodcock Hill, Felbridge. Erection of building providing hydrotherapy unit in association with small animal veterinary clinic.

Resolved: FPC are not objecting to the proposal but do feel that it should be slightly further back from the road to reduce any visual impact now that the vegetative screening along the roadside has been cut back.

TA/2011/371: Land adjacent to Little Sorrel, Herons Lea, Copthorne. Erection of a 3 bed bungalow. **Resolved:** No Action

Applications Acknowledged 18th – 21st April 2011

None in Felbridge

TA/2011/237: 8 Copthorne Road, Felbridge. Erection of two storey extension to rear elevation and porch to the front elevation. **Resolved:** No Action.

TA/2011/238: 6 Copthorne Road, Felbridge. Erection of two storey extension to rear elevation and single storey extension to front/side elevation. **Resolved:** No Action.

Parish Council Meeting held on 5th May 2011

Applications Acknowledged 26th – 28th April 2011

None in Felbridge

8. **CLERK'S REPORT AND CORRESPONDENCE**

- (i) **Village Fair:** This will be held on 18th June, 12pm – 3pm. **Resolved:** Clerk to contact the Chairman of the Village Fair Committee re a table for FPC.
- (ii) **Parish Council Insurance:** FPC agreed to sign a further 3-year long-term agreement with Aviva and accept the quote from Came & Co for £714.56 for the year commencing 1st June 2011.
- (iii) **Tandridge Neighbourhood Policing Team Inspector:** Angie Austin is the new Inspector, replacing Elaine Burtenshaw. Inspector Austin would like to attend a FPC meeting. **Resolved:** Clerk to invite her to the Village Fair.
- (iv) **Precept:** The first half yearly payment of £7,250 has been credited to FPC's bank account on 8th April.
- (v) **GACC:** FPC agreed to renew their membership for the year commencing May 2011 at a cost of £10.
- (vi) **Surrey Wildlife Trust:** A letter has been received asking for donations towards their otter project in the west of Surrey. A reminder has also been received re FPC's membership subscription for the year commencing 1st May 2011. **Resolved:** It was agreed to renew FPC's membership at a cost of £38 and include a donation – total cost £50.
- (vii) **Circulation:** Friends of East Surrey Museum Newsletter, Spring 2011; Newsletter from Sam Gyimah MP, 19 Apr; Highways Bulletin 18 Apr – 2 May; TDC List of Delegated Action taken, 20 Apr; TDC Chief Officer Appointments Sub-Committee Agenda, 28 Apr; Email from British Youth Council re Local Councillor Shadowing, 20 Apr; Email from SCC re Street Lighting Replacement Programme, 20 Apr; Press Release re Waste Medicines, Apr 11; GACC Newsletter, May 11; TDC Council Agenda, 28 Apr; Surrey Matters, Spring 11; The Playing Field, Spring 11; Leaflet re Surrey Artists; Letter from Chief of Defence Staff re Armed Forces Day, 5 May; Highways Bulletin 2 – 15 May.

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

840	B. Wright	Bus shelter cleaning for May	£30.00
841	R. White	Clerk's salary for May	£222.19
842	HM Revenue & Customs	Income Tax for May	£55.40
843	R White	Office Allowance for May and Petty Cash for April	£104.53
844	Broker Network Ltd	FPC insurance 01.06.11-31.05.12	£714.56
845	Peter J Consultants	Internal Audit Fees	£90.00
846	The Society of Local Council Clerks	Clerk's Annual Membership 2011/12	£82.00
847	TVSC	Annual Membership 01.04.11-31.3.12	£10.00

10. **ANY OTHER BUSINESS:** None

11. **DATE OF NEXT MEETING:** The next meeting will be held on Thursday 2nd June 2011 at 7.30pm.

The meeting closed at approximately 9.30pm.

RW

12 May 2011