

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 1st December 2011 at 7.30pm in the Village Hall and of the Planning Meeting held on 17th November 2011

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

1. **APOLOGIES FOR ABSENCE** – were received from Mr Ian McBryde.

2. **DISCLOSURE OF PERSONAL AND PREJUDICIAL INTERESTS**

There were no additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 3rd November and the Planning Meeting held on 17th November were approved and signed, subject to the following amendment:- p54/11, point 5 (iii) should read “Potholes temporarily repaired....”

4. **CHAIRMAN/CLERK’S REPORT**

- (i) **Land to the rear of Nos. 1-11 Crawley Down Road:** Hillreed Developments Ltd have written stating that they will not be submitting a planning application until they have promoted the site via the MSDC Development Land Document. MSDC’s Planning Development Manager has replied expressing their disappointment to learn of the works carried out, but the trees were not the subject of a Tree Preservation Order. MSDC are discussing ways of improving the service provided to enable them to respond more quickly to requests for urgent Tree Preservation Orders. **Resolved:** Clerk to reply to Hillreed Developments stating that FPC would be interested in a meeting when details have been submitted to the Mid Sussex Development Land Document.
- (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. Marie has contacted the school.
- (iii) **Woodcock Hill:** Anita Guy, SCC, has confirmed that the total cost will be £3,585.10 and has a cost code for this project. SCC have received £1,000 from the TDC Local Committee, FPC’s cheque for £2,000 and a cheque for £585.10 from the residents on 11th October. An installation date is awaited. **Resolved:** Michael Sydney agreed to speak to John Lawlor.
- (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. TDC will reply to the letter received from FSRA, once TDC are in receipt of the deeds of dedication for the site.

- (vi) **Gritting:** FPC wish to retain a grit bin on Woodcock Hill. **Resolved:** Michael Sydney will ask Steve Cunnah, SCC, if the existing bin can stay on Woodcock Hill. FPC will need to arrange for it to be filled.
- (vii) **Litter Bins:** FPC have ordered 4 new dark green litter bins to be placed by the puffin crossing/telephone box, on the village green by the noticeboard, by the bus shelter in Crawley Down Road, and by the seat at Hedgecourt Lake – total cost £970.
- (viii) **Crawley Down Road:** The VAS sign in Crawley Down Road reads low. Clerk contacted SCC on 4.8.11 and 1.11.11 to ask for this sign to be adjusted (Ref No. 40646). **Resolved:** Clerk to contact SCC again.
- (ix) **The Limes Pond:** TDC and the Downlands Trust will be clearing the pond on 14th/15th December.
- (x) **Village Hall:** New windows will be fitted in the Committee Room on 20th and 21st December at a cost of £1,020. FPC have agreed to pay for this work.
- (xi) **East Grinstead Council for Volunteer Service:** An email has been received giving examples of activities in Felbridge. **Resolved:** Clerk to make enquiries about membership of EGCVS.
- (xii) **Parking on verges in Crawley Down Road:** Vehicles are parking on the verges on Saturdays. Ian Marshall, FSRA, has added this item to agenda for the FSRA AGM on 2nd December. Ken Harwood will represent FPC at this meeting.
- (xiii) **Queen's Diamond Jubilee:** An email has been received from a resident suggesting that FPC plant two Spanish chestnuts to replace the dead horse chestnuts removed from outside the school. Clerk has contacted Patrick Thackaberry for a quote. **Resolved:** Clerk to follow up.

5. ONGOING ITEMS

- (i) **Village Sign:** Three quotes have been received. **Resolved:** Clerk to contact companies suggested by WSCC. Jeremy Clarke will compare quotes for discussion at next meeting.
- (ii) **Community Consultation:** TDC Planning have confirmed that they have received no enquiries in relation to affordable housing or any other housing developments in Mill Lane since 2008 (this enquiry was not dealt with due to non-payment of fee). A letter has been received from EG Town Clerk asking for FPC's views on the EG Neighbourhood Plan. Jeremy Clarke is arranging a meeting with a member of the EG Working Group. **Resolved:** It was agreed to hold a separate meeting dedicated to discussing a Felbridge Plan on 5th January 2012, following the Planning Meeting. Clerk to reply to EG Town Clerk expressing FPC's support of the statements in their survey.
- (iii) **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.
- (iv) **Meeting Point for Older Residents:** Clerk has received a telephone call from an experienced carer who is looking for a suitable hall for a day centre for local residents including Felbridge.
- (v) **New Seats in Felbridge:** It was agreed to locate a seat on the grass triangle at the junction of Crawley Down Road and Rowplatt Lane. Clerk has obtained quotes for various styles. It was agreed to purchase the seat suggested by TDC, to be supplied by Glasdon Manufacturing, at a cost of £802, plus £120 installation charge, £150 for a concrete base and VAT. **Resolved:** Clerk to place order.

6. HUB PROJECT

Peter Wickenden circulated notes on progress since the last FPC meeting. The Hub Review Group intend to make a recommendation to the full Hub Group towards the end of January 2012.

7. FINANCE

(i) **Cheques:** The following cheques were approved and signed:

883	B. Wright	Bus shelter cleaning for Dec	£30.00
884	B. Wright	Bus shelter cleaning for Jan 2012	£30.00
885	R. White	Clerk's salary for Dec	£222.19
886	HM Revenue & Customs	Income Tax for Dec	£55.40
887	R. White	Clerk's salary for Jan 2012	£222.19
888	HM Revenue & Customs	Income Tax for Jan 2012	£55.40
889	R White	Office Allowance for Dec 11 and Jan 12 and Petty Cash for Nov	£139.69
890	The Felbridge Village Hall	CCTV Distribution Board	£450.03
891	SALC	Clerk's Networking Day – 5 Dec 11	£57.00
892	Surrey County Playing Fields Assoc	Affiliation Fee 2011/12	£25.00

(ii) **Section 137 Payments:** None

(iii) **Precept for 2012/13:** A draft Budget for 2012/13 was circulated and agreed. It was agreed to request a Precept of £15,000.

(iv) **SCAPTC Subscription:** SCAPTC have informed FPC that their subscription for 2012/13 will be £494.40, an increase of £23.11.

8. GOOD COUNCILLORS GUIDE

(i) **Agenda:** The format of the revised agendas for Parish Council and Planning Meetings was agreed. As the Planning Meetings are public meetings, it was agreed that these agendas would also be circulated in advance. The cut-off day for receipt of planning applications to be included on agendas will be the Saturday prior to the meeting.

(ii) **Financial Regulations:** Brian Apps agreed to compile a précis of FPC's Financial Regulations for circulation in January and for discussion at the February meeting.

(iii) **RFO:** Formal decision to continue to appoint RFO unremunerated to be discussed at next meeting.

9. OLYMPIC TORCH RELAY

To be discussed at next meeting. It was agreed that the Clerk should sign the confidentiality form and return it to TDC.

10. MEETING DATES FOR 2012

The list of dates was circulated and agreed.

11. SURREY HIGHWAY REPAIRS:

(i) **Street Light at entrance to Furnace Wood:** Still not connected.

(ii) **Yellow Sign on lamppost by Mormon Temple:** It was reported that the sign informing motorists of the work along Copthorne Road can obscure their vision. Clerk to report to SCC.

- (iii) **Drains in footpath alongside the A22:** The drains in the footpath between Hobbs Industrial Estate and the Newchapel roundabout have rusted through. Some now have cones on them. Michael Sydney to follow up.
- (iv) **Potholes in Furnace Wood Access Road:** These were only temporarily filled in. Michael Sydney agreed to follow up.
- (v) **Verges:** The last rural cut along Copthorne Road was not done. There was only one rural cut in 2011. **Resolved:** Clerk to send email to Michael Sydney.
- (vi) **Puffin Crossing on A264:** The controls need checking as there is a long delay before lights change to red after the button has been pressed. **Resolved:** Clerk to report to SCC.
- (vii) **Community Pride:-** Michael Sydney reported on a policy change to a community gang system which means that each division will be allowed 2 weeks of work. **Resolved:** Clerk to send following suggestions to Steve Cunnah, SCC:-
Footpaths alongside Copthorne Road from Star Inn to the county boundary– clear leaf debris, mud and grass that has grown over the pavements.
Footpath outside Stone Cottage on A22 – needs clearing.
Trees on verge between Snowhill Lane and Snow Hill Road – need cutting back.
Posts on verge outside 50 Copthorne Road – have been knocked down.

12. **COUNCILLORS' FEEDBACK**

- (i) **Star Inn:** A resident has reported a leak from under the fence alongside the A264. Bridget Huntington has contacted the Manager who has confirmed that no drains are overflowing.
- (ii) **Footpath along Crawley Down Road:** This gets flooded in places as some of the ditches have been filled in. **Resolved:** Clerk to contact Steve Hyder, TDC.
- (iii) **Surrey Highways:** There have been communication problems between the May Gurney and the SCC computer systems. This should be resolved by May Gurney by the end of 2011.
- (iv) **Queen's Jubilee:** Michael Sydney has details of a permanent beacon which could be erected on the green as a memorial. Funds may be available from the TDC Local Committee.

13. **PLANNING APPLICATIONS**

Planning Meeting held on 17th November 2011 – no plans discussed.

Applications Acknowledged 7th – 11th November

None in Felbridge

Parish Council Meeting held on 1st December 2011

Applications Acknowledged 14th – 18th November

TA/2011/1464: Camelot Cottage, Domewood, Copthorne. Erection of single storey rear extension and infill extension to east elevation. Erection of additions to the roof incorporating raised roof height and chimney, formation of half-hipped rear roof slope and roof lights to resultant east and west roof slopes. **Resolved:** No Action.

TA/2011/1466: Church of St John The Devine, The Glebe, Felbridge. Installation of photovoltaic solar panels to south facing church roof slope. **Resolved:** FPC strongly object to this planning application on the grounds that the visibility of the solar panels from the main road would significantly detract from this historic building.

TA/2011/1322: Linken Holt, Effingham Road, Copthorne, RH10 3HY. Erection of two storey rear extension and erection of 1.8m high gates and 2.7m walls and piers. **Resolved:** FPC strongly object as this property is situated in Green Belt EOM.

Applications Acknowledged 21st – 25th November

TA/2011/1490: Green Coppice, West Park Road, Cophorne. Erection of new pitched roof to south elevation, erection of dormer windows to front, side and rear roof slope. Conversion of resulting roof space to habitable accommodation. **Resolved:** No Action.

TA/2011/1294: Beaver Farm, Eastbourne Road, Newchapel. Change of use of land from agricultural to retail (A1) for use as craft farm/market in association with adjacent retail unit. **Resolved:** No Action.

Applications Acknowledged 21st – 25th November

TA/2011/1341: Stonewall, London Road, Felbridge. Erection of double garage.

Resolved: No Action.

14. **CLERK'S REPORT**

- (i) **Skateboard Ramp:** Major repairs were carried underneath the platforms w/c 21st November by Raddi Skate Park Repairs. An inspection was carried out by 3B Ramps on 2nd November.
- (ii) **Felbridge Luncheon Club:** A letter has been received asking for a donation towards their Christmas lunch. **Resolved:** Clerk to reply saying that FPC are unable to donate this year. If they wish to apply next year, Clerk to suggest that they apply in early October 2012.
- (iii) **Felbridge and Sunnyside Cricket Club:** FPC have received a request for a donation towards the cost of 2 new non-grass nets. **Resolved:** It was agreed to add this item to the agenda for the next meeting.
- (iv) **Gatwick Master Plan:** The final version of GAC's response has been circulated. Comments are required by 13th January.
- (v) **SCC Localism Event:** SCC's Communities Select Committee are holding an event on 8th December to gather views from key groups.
- (vi) **Personal and Prejudicial Interests:** A letter from Clive Moore, TDC Assistant Chief Executive (Legal) was circulated to all councillors.
- (vii) **Circulation:** TDC News Release re London 2012 Olympic Torch Relay Route, 7 Nov; TDC News Release re Increased Recycling, 4 Nov; Email from TDC re Extreme Weather Preparations, 7 Nov; Surrey Police Press Release re burglaries, 8 Nov; TVSC E-Bulletin, Nov 11; Email from SCC re public engagement campaign, 10 Nov; TDC News Release re Changes to Rubbish and Recycling Service, 11 Nov; Friends of East Surrey Museum Newsletter, Autumn/Winter 2011; Community Foundation for Surrey Media Release re Surviving Winter, 7 Nov; Email from GACC re Gatwick Master Plan, 15 Nov; Came & Co Parish Matters, Autumn 2011; Office for National Statistics – Neighbourhood Statistics for Felbridge; Email from SCC re Surrey-I launch, 21 Nov; Email from Public Policy Exchange re Metal Theft and other Environmental Crime, 23 Nov; TDC Planning Policy Committee Agenda, 1 Dec; The Clerk, Nov 11; Public Statement from Surrey Police, 24 Nov; CCA Best Practice Newsletter, Nov 11; Email from TVSC re Home Heat Helpline, 25 Nov; SERTP November Newsletter; Email from SCC re Winter Readiness Film, 26 Nov; TDC News Release re Tandridge Winter Magazine, 28 Nov; Natural World, Winter 11; Surrey Nature, Autumn 11; TDC News Release re Votes for Local Recreation Grounds, 29 Nov; TDC Local Committee Agenda, 9 Dec; St John's Parish News, Dec/Jan 2012.

15. **BUSINESS FOR NEXT MEETNG:** - None

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

The next Parish Council Meeting will be held on Thursday 2nd February 2012 at 7.30pm.
Planning Meetings will be held on 15th December 2011, 5th January and 19th January 2012.

The meeting closed at approximately 10.50pm.

RW

20 December 2011

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