

# **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 3<sup>rd</sup> July 2014 at 7.30pm in the Village Hall, and of the Planning Meeting held on 19<sup>th</sup> June 2014**

Present: Mr Ian McBryde (Chairman)  
Mr Brian Apps  
Mr David Archer  
Mr Jeremy Clarke  
Mrs Joan Harwood  
Mrs Bridget Huntington  
Mr Ken Harwood (District Councillor) (attended part of meeting)  
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – Mrs Linda Hainge and Mr Michael Sydney (County Councillor)

2. **DISCLOSURE OF PECUNIARY AND OTHER INTERESTS**

There were no additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 5<sup>th</sup> June 2014 and the Planning Meeting held on 15<sup>th</sup> May 2014 were approved and signed.

The Clerk welcomed three Felbridge residents who wished to discuss the Charles Church development and access road. The Chairman confirmed that a FPC councillor will speak at the TDC planning meeting and District Councillor Ken Harwood will attend. MP Sir Nicholas Soames has agreed to discuss this planning application with MSDC. The residents suggested a Felbridge Neighbourhood Plan and would be willing to join a working party to formulate a plan. FPC will discuss this suggestion.  
Mr Harwood joined the meeting.

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

- (i) **Access Road onto Crawley Down Road:** The planning application will be discussed at the TDC Planning Meeting on 31<sup>st</sup> July. MSDC passed the planning application for the development within Mid Sussex at their planning meeting in June.
- (ii) **Wall outside Felbridge Court:** Colin Pearse, SCC, has confirmed that SCC own the footings and built the wall but the residents are responsible for its maintenance and therefore for making an insurance claim.
- (iii) **Felbridge Housing Needs Survey:** WS Planning and Architecture have received no further feedback from their client and no instructions for further work.
- (iv) **Parking in Crawley Down Road:** 2 A4 signs, at a cost of £40 plus VAT, have been screwed to posts on both sides of the village hall entrance. A resident of Crawley Down Road has reported an improvement in parking.
- (v) **Skateboard Ramp:** The new skateboard was ordered on 10.06.14 and a cheque for the deposit of £4,017.60 sent to 9c Solutions on 20.06.14.

- (vi) **Dog Waste Bin:** An extra dog waste bin, at a cost of £179 plus VAT, was ordered on 24.6.14 and will be erected by TDC on Crawley Down Road, outside the village hall grounds, against the hedge and adjacent to the pedestrian gate.
- (vii) **Village Fair on 19<sup>th</sup> July:** FPC agreed to have a stand outside the village hall. Ken agreed to erect the gazebo and the stand will be manned by Joan, Linda and the Clerk. FPC agreed to order 50 poppies to be sold at the fair at a minimum donation of £2.50. All proceeds to go to The Royal British Legion. FPC also agreed a donation of £25 for 10 poppies to be installed by TDC on the village green and verge along Crawley Down Road.

## 5. **ONGOING ITEMS**

### (i) **Community Consultation:**

#### **Transport/Environment and Green Issues:** –

Actions completed:-

- a. **Metrobus** – Metrobus have asked their Marketing Department to produce a leaflet giving details of buses passing through Felbridge, for distribution to Felbridge residents and at the village fair. The new bus stops along Copthorne Road will be installed early July.
  - b. **Welcome to Felbridge gates** – Jeremy circulated suggested locations for gates along Crawley Down Road, A264 and A22 – agreed by councillors and forwarded to Michael Sydney who will discuss with Philippa Gates at SCC
  - c. **Gullege Bridleway** – Sue Phillipson, WSCC, has received a quotation from her contractor for £1,000 to remove the surplus soil. She would contribute £500 if the volunteers could raise £500. Sue will obtain alternative quote.
- Resolved:** David to obtain estimates for resurfacing the track up to the bridge, before approaching organisations for grants.

**Leisure and Health Actions:-**

- a. **Goal posts in village hall grounds** – Steve Hyder, TDC, agreed on 12.5.14 to re-install loose goal posts and repair damaged areas of grass. **Resolved:** Clerk to follow up with TDC.
- b. **Outdoor gym** – Bridget had a meeting with TDC on 11<sup>th</sup> June to discuss suitable gym equipment in village hall grounds. Estimate for 6 pieces of equipment would be approx £1,000. New outdoor gym recently installed at Queens Park, Caterham. If this gym is well used, TDC will receive extra funding and would probably contribute 50% towards Felbridge equipment.
- c. **Footpaths** – Sarah Jenman, SCC Countryside Access Officer will meet with Ken and Joan on 22<sup>nd</sup> July to discuss work required along footpaths 283, 365 and 367.
- d. **Fence in woods r/o village hall** – Jeremy obtained a quote for chain link fencing, 5ft high and 12 metres long, with a gate at a cost of £931 for materials. He will source two further quotes. Clerk has contacted Surrey Highways re a safety barrier alongside Copthorne Road. If no action from Surrey Highways by end August, FPC will progress with suggestion of replacing the fence.

**Community Cafe:-** Clerk to contact owner of village shop to ascertain progress.

- (ii) **Hub Project:** Urban cut – Triangle of grass at the end of Rowplatt Lane, verge outside the church and The Glebe were cut when checked on 3.7.14. Next urban cut starts on 14.7.14. Rural cut – 2<sup>nd</sup> rural cut commenced 23.6.14. The verges at Furnace Wood and the verge behind the bank at the Mormon Temple are now cut. **Resolved:** Clerk to ask for the full width of the verge to be cut between the 2 entrances of Furnace Wood, as this is affecting sight lines.

## 6. FINANCE

- (i) **Cheques:** Issue of the following cheques was approved by the council under Standing Orders and the cheques were signed:
- |     |                                     |  |          |
|-----|-------------------------------------|--|----------|
| 076 | 9C Solutions Ltd                    | Skateboard Ramp deposit                                  | £4017.60 |
| 077 | B. Wright                           | Bus shelter cleaning for July 14                         | £35.00   |
| 078 | B. Wright                           | Bus shelter cleaning for Aug 14                          | £35.00   |
| 079 | R. White                            | Clerk's salary for July 14                               | £232.61  |
| 080 | HM Revenue & Customs                | Income Tax for July 14                                   | £58.00   |
| 081 | R. White                            | Clerk's salary for August 14                             | £232.61  |
| 082 | HM Revenue & Customs                | Income Tax for August 14                                 | £58.00   |
| 083 | R White                             | Office Allowance for July/Aug 14<br>+ Petty Cash June 14 | £112.10  |
| 084 | Surrey Wildlife Trust               | Membership wef 01.05.14                                  | £40.00   |
| 085 | Anchor – Orchard Court Welfare Fund | Donation towards minibus                                 | £250.00  |
| 086 | GACC                                | Membership wef 01.05.14                                  | £10.00   |
- (ii) **Financial Regulations** – FPC's revised Financial Regulations were agreed and adopted.
- (iii) **Section 137 Payments:**  
**Surrey Crimestoppers:** FPC agreed a donation of £50.

## 7. MEMORIAL BENCH ON VILLAGE GREEN

Albert Smith's daughter would like to pay for a bench on the village green in his memory. **Resolved:** Joan Harwood to discuss with his daughter.

## 8. REPLACEMENT OF GRIT BIN ON WOODCOCK HILL

SCC have quoted £1040 for a replacement bin, including installation, filling and maintenance for 4 years. TDC could supply a bin for £192 plus VAT. Clutterbucks could supply a 200 litre dumpy bin in green for £130, plus £20 to install and £80 to fill. **Resolved:** Clerk to order 200 litre bin from Clutterbucks and ask SCC to remove the old bin.

## 9. COUNCILLORS' FEEDBACK

- (i) **History Board:** An additional history board has been erected outside the village hall. It was agreed that the footpaths map could now be removed from the parish council notice board to allow more space for FPC notices.
- (ii) **School Hedge:** The hedge has been cut alongside Copthorne Road. **Resolved:** Clerk to contact the school to thank them for arranging for the hedge to be cut and ask them to advise their contractors to clear away the debris.
- (iii) **Brown Bins:** Garden waste bins will now be collected by BIFFA.
- (iv) **Dog Mess:** FPC have received complaints about dog mess along the pavement and verge in Crawley Down Road near to the school and village hall. If residents see dog walkers not clearing up after their pets, they should report the incident in confidence to the Parish Council giving as much information as possible. **Resolved:** Clerk to ask TDC for some notices to be erected. Ken Harwood will circulate an email to his hub group.
- (v) **Van in Rowplatt Lane:** A van has been reported in Rowplatt Lane, with a driver trying to sell tools. This has been reported to Surrey Police.
- (vi) **Gatwick Steering Committee:** Ken Harwood attended a meeting on 3<sup>rd</sup> July. Gatwick Airport has received an increased number of complaints about noise and flight paths.

- (vii) **Luncheon Club:** The Chairman thanked the Clerk and the volunteers for the successful reintroduction of the luncheon club. **Resolved:** Chairman to send letter of thanks to each of the volunteers.

10. **SURREY HIGHWAY REPAIRS:**

- (i) **Potholes in Copthorne Road:** Potholes between eastern entrance to Furnace Wood and Doves Barn reported to SCC 24.6.14, ref MG00648811.
- (ii) **Hedge between Mill Lane and Hedgecourt Place:** This is beginning to obstruct the footpath. Email from Steve Cunnah 27.6.14 to say work should be completed by end July.
- (iii) **Pavement between Furnace Wood and the County boundary:** The hedge is overhanging the pavement and a fallen tree is hanging down. Email from Steve Cunnah 27.6.14 to say work should be completed by end July.
- (iv) **Pavement alongside the A22:** The pavements outside Stone House, from the bottom of Woodcock Hill alongside the lake and the service station, and from Peacock Lodge to the Mormon Temple all need clearing. Email from Steve Cunnah 27.6.14 to say work should be completed by end July.
- (v) **Keep Left bollards at end of Mill Lane:** - repaired June 2014.

Mr Harwood left the meeting.

11. **PLANNING APPLICATIONS**

**Planning Meeting held on 19<sup>th</sup> June** attended by Brian Apps, Bridget Huntington and Joan Harwood.

**Applications Acknowledged 27<sup>th</sup> – 30<sup>th</sup> May 2014**

None in Felbridge

**Applications Acknowledged 2<sup>nd</sup> – 6<sup>th</sup> June 2014**

**TA/2014/899:** 107 Copthorne Road, Felbridge. Construction of detached open-fronted three bay garage at front of property, together with closure of existing access and construction of new access onto Copthorne Road with associated parking area.

**Resolved:** No Action

**TA/2014/890:** 17 Rowplatt Lane, Felbridge. Erection of first floor extension to southwest elevation with roof light to southwest facing roof slope. **Resolved:** No Action

**Applications Acknowledged 9<sup>th</sup> – 13<sup>th</sup> June 2014**

None in Felbridge

**Parish Council Meeting held on 3<sup>rd</sup> July 2014**

**Applications Acknowledged 16<sup>th</sup> – 20<sup>th</sup> June 2014**

None in Felbridge

**Applications Acknowledged 23<sup>rd</sup> – 27<sup>th</sup> June 2014**

**TA/2014/932:** 72A Copthorne Road, Felbridge. Installation of a horse walker.

**Resolved:** FPC support this application for a rural facility within the Green Belt.

Mr Harwood returned to the meeting

12. **CLERK'S REPORT**

- (i) **Electric Gate:** An electric gate has been erected across the drive at The Homestead, which is obstructing a public footpath. **Resolved:** Ken Harwood to speak to Sarah Jenman about this at their meeting on 22<sup>nd</sup> July.
- (ii) **Tandridge District Play Area Strategy:** TDC are updating this and have asked for details of needs for outdoor play ground provision. **Resolved:** FPC have a need for youth recreational facilities, replacement swings, outdoor gym equipment and a zip wire.
- (iii) **Scout Presentation on 6<sup>th</sup> July:** FPC gave permission for the East Grinstead Deputy Major to wear his badge of office at this event in Felbridge Village Hall.

(iv) **FPC Information on the website:** Updates to this information were agreed.

13. **BUSINESS FOR NEXT MEETNG** Memorial Bench

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

The next Parish Council Meeting will be held on Thursday 4<sup>th</sup> September 2014 at 7.30pm. Planning Meetings will be held on 17<sup>th</sup> July, 7<sup>th</sup> and 21<sup>st</sup> August 2014.

The meeting closed at approximately 10pm.

RW

14<sup>th</sup> July 2014

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