

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 July 2018 **at 7.30pm in Felbridge Village Hall.**

Present:

Mr. Jeremy Clarke (Chairman)	Mrs. Joan Harwood
Mr. Ian McBryde (Vice Chairman)	Ms. Georgina Chapman
Mrs. Bridget Huntington	Mr. Alan Woodroffe
Ms. Lesley Steeds (County Councillor)	Mr. Ken Harwood (District Councillor)
Mrs. Patricia Slatter (in attendance)	

1. **APOLOGIES FOR ABSENCE** were received from Mrs. Linda Hainge

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

There were no additions to those already disclosed.

3. **APPROVE MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council Meeting held on Thursday 7th June 2018 were approved and signed.

4. **ONGOING ITEMS**

Community Consultation:

(i) **Transport/Environment and Green Issues:**

a) Welcome to Felbridge White Gates: Surrey County Council have confirmed that they are unable to replace the recently removed sign with another lower version since they consider that any sign would create sight line issues.

(ii) **Leisure and Health Actions:**

a) Temporary Toilet: Has now been positioned on the patio at the back of the Village Hall and will remain in position until the end of October half term.

b) Drinking Fountain: Since the Village Hall Committee declined a request for the existing water source to be used, set up will be more complicated and potentially expensive. The Parish Council remain committed to providing hydration for local residents and to reducing plastic waste. **Action:** Clerk to investigate options and report back when information is available.

(iii) **Grass Cutting:**

a) Surrey Highways have responded to Felbridge Parish Council's formal complaint regarding their contractor's failure to complete a Rural Cut and the poor quality of the two Urban Cuts. The response contains a number of inaccurate statements and assumptions. **Agreed:** Felbridge Parish Council wish to record their disappointment at Surrey Highways failure to act on to repeated reports that their contractor was failing to complete contracted works as required under their auditing process and unanimously decided to escalate the complaint. **Action:** Clerk to make a second level formal complaint to Surrey County Council noting that the first Rural Cut which the contractor claims was completed in April has still not taken place.

- b) When asked in a FOI request how the performance of contractors was monitored, SCC responded that they relied heavily on feedback from local residents, councillors, etc as part of the audit process. **Action:** Councillors to monitor grass cutting and provide feedback to the Clerk who will then communicate with SCC.

5. CIL REVENUE AND EXPENDITURE:

Revenue: Two further payments are due from the development at 4a Rowplatt Lane.

Recorded Expenditure: The annual CIL return records expenditure on clearing footpaths and cutting back overgrown hedges on the Copthorne and Crawley Down Roads and replacing bollards on the Crawley Down Road.

Suggested Future Expenditure

- (i) **All Weather Path** from the Copthorne Road through the woods to the rear of the Village Hall with new lamp post. Estimated cost for the powered post from Skanska is £4-£5K.
(ii) **New Playground Equipment** – including accessible swings and swing boats.

6. FINANCE

- (i) Receipts and Payments for June 2018

Date	To / From	Description	Amount	Current Account
31-May		Brought Forward		£15,980.86
		Receipts		
07-Jun	Residents	Booklets - Footpaths	£6.00	
		Sub-Total	£6.00	£6.00
		Payments		
15-Jun	Clerk	Payroll & Allowances	£524.32	
15-Jun	HMRC	PAYE - Apr-Jun delayed due to changed HMRC reference (£131.08 x3)	£393.24	
15-Jun	Clerk	Office Expenses (prev. month)	£125.11	
07-Jun	Cleaner	Bus Shelter Cleaning	£38.00	
23-Mar	Glasdon	Replacement bollards	£1,124.70	
17-Apr	Came & Company	Annual Insurance Premium	£621.45	
		Sub-Total	£2,826.82	-£2,826.82
30-Jun		Carried Forward		£13,160.04
30-Jun		Deposit Account Balance		£20,014.68
30-Jun		Reserves (Traffic calming, bus shelter, playground resurfacing)		-£15,000.00
30-Jun		Available Funds		£18,174.72

- (ii) **Section 137 Payments:** None were received for this period.
(iii) **Online Banking:** RFO has now set this up. **Action:** RFO to arrange for councillors to be set up as e-signatories on the account with two e-signatures required for each payment.

7. COUNCILLORS' FEEDBACK

- (i) **Gate by Birch Grove:** Two out of three quotes have now been received. **Action:** Jeremy Clarke to report back.
- (ii) **World War One Commemoration:** TDC confirm that planning permission is not required for a stone base on which to place a memorial bench on the Village Green. **Action:** Clerk to liaise with contractor to lay stone base and fix bench before placing order.
- (iii) **A22 Footpath Clearance:** Surrey County Councillor Lesley Steeds has provided £1250 from her allocation towards the £2500 cost of these works. FPC are awaiting the transfer of funds. **Action:** Clerk to progress when funds have been received.
- (iv) **Development Vehicles:** Following complaints about contractor vehicles delivering to the Pixie Wood development blocking Rowplatt Lane while unloading, the Clerk has emailed TDC Planning to ask whether permission has been given for vehicles to unload offsite.
- (v) **Bollard:** Bridget Huntingdon reported that a bollard had been knocked down near to the Village Hall entrance. **Action:** Clerk to ask contractor to reposition when next in the village.
- (vi) **Imberhorne Rec:** Bridget Huntingdon reported that banking had been put in place to deter access to the site after travellers had been moved on.
- (vii) **Verge at Eden Gardens:** Joan Harwood reported that the verge outside Eden Gardens was still overgrown. The developer had been made aware that maintenance was the responsibility of the property owners and not the council. **Action:** Clerk to follow up.
- (viii) **Metrobus:** Ian McBryde suggested that an updated timetable for the Felbridge area would be useful. **Action:** Clerk to ask Metrobus to provide a PDF for circulation.
- (ix) **Felbridge Family and Local History Fair – 11th August:** Jeremy Clarke shared information about the fair which will take place in Felbridge Village Hall on 11th August from 10.30am-5.00pm. He formally requested permission to place signs promoting the event in the village. **Agreed:** Signs may be put in place twenty-one days before the event.
- (x) **Potholes:** It was noted that the majority of potholes on the Crawley Down Road and Copthorne Road had now been repaired and Lesley Steeds was asked to pass on the Parish Council's thanks to the Highways Officer for his continued help and support.
- (xi) **Copthorne Road Layby near Felbridge School:** Ken Harwood reported complaints made by a local resident who uses a mobility scooter regarding vehicles parking in the layby/bus stop. On occasion buses were unable to park next to the bus stop to allow full access for wheelchair users or those with pushchairs.
- (xii) **County Councillor Update:** Correspondence has been received from a number of Felbridge residents regarding speeding. Some were requesting action such as width restrictions or speed bumps while others wanted to see speed limits lowered. There were currently no funds available to progress either option.

8. SURREY HIGHWAYS:

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke is awaiting a date for his requested meeting with MP Sam Gymiah.
- (ii) **Vehicle Activated Sign, Copthorne Road:** Although the sign is now working again, SCC are not aware of any works having been undertaken and will keep it on their replacement list.
- (iii) **Mill Lane Resurfacing Works:** SCC's contractor was scheduled to repair/resurface in mid-June but not work has taken place **Action:** Lesley Steeds to follow up.
- (iv) **Developer/Contractor Vehicle Parking on Crawley Down Road** Clerk has written to David Curl at Surrey Highways to confirm the Parish Council's support for double yellow lines on the road from the junction towards the school to avoid obstruction and make the road safer for use by both drivers and pedestrians.
- (v) **Crawley Down Road Developments** – Surrey Highways have now responded to Felbridge Parish Council's letter regarding the impact of further developments on the local roads. Jeremy Clarke considers that there is still not a clear answer to the issue. **Action:** Jeremy Clarke to circulate to councillors.

9. **PLANNING**

(i) **Applications Considered**

Applications considered at the Planning Meeting on 14th June.

TA/2018/1081 Chester Lodge, Woodcock Hill, Felbridge, RH19 2RD Retention of existing building and other amendments.

Resolved: FPC fully support local businesses such as this veterinary practice, but we need to ensure minimum impact upon the Green Belt. The previously approved application [2014/614] provided considerable supporting evidence including a ground floor 'in-use' layout and the height of the horse trailer that fully supported the minimum floor area and eaves height necessary for the stated purpose. The current application has a lack of supporting evidence to demonstrate that the facility is required within this building and at this size of structure. We note that other facilities' knock-down boxes have viewing over the side walls using a raised platform, rather than viewing from the floor above and thus do not require such a high structure. The external stair, canopies and increased eaves height all increase the visual bulk of the building and thus its visual impact on the openness of the Green Belt. None of these items were approved in application 2014/614. The first-floor seminar room is still being advertised on the applicant's website as "taking bookings for 2019" despite this use being refused at appeal. The Appeal Inspector identified that it was not essential for the seminar room to be in this building and was thus inappropriate development. Nothing in this application reduces the inappropriate nature of that use. The Appeal Inspector determined that the building itself was inappropriate development. This application fails to provide evidence of very special circumstances and therefore that determination is unchanged. We note also that the Inspector ruled against the fall-back position of the previously approved structure due to the considerable differences between the approved scheme and the built development. We do not believe that this proposal significantly changes that situation. We are also concerned that the proposal indicates 'removable flooring' over the knock-down box. Whilst the application is suggesting limiting the use of the seminar room to only 28 days per year, it is plausible that if this proposal was given consent, the floor could remain in place and thus the seminar facility would always be available (even if not used more than 28 days), and the knock-down box could revert to an alternative use. In that event, the resulting building and its use would be identical to the development proposal that was dismissed at appeal. Whilst it is difficult to see what planning conditions could be applied to prevent that from occurring, the Green Belt must be protected from inappropriate development. The current application, if given consent, could replicate a proposal that was found inappropriate at appeal.

TA/2018/1127 Conifers, Mill Lane, Felbridge RH19 2PF First floor fire escape door

Resolved: No Action

Applications considered at the Parish Council Meeting

TA/2018/1264 6, Rowplatt Lane, Felbridge, RH19 2PA Erection of rear conservatory

Resolved: No Action

TA/2018/1120 Snow Hill Plant and Garden Centre, RH10 3EY Erection of temporary structures

Resolved: No Action

(ii) **Applications Received by Neighbouring Authorities**

None which border Felbridge.

(iii) **Other Planning Issues** Appeals on the refusal of the planning application at 17 Copthorne Road and at 15 Crawley Down Road. **Resolved:** FPC will respond when full information is available.

10. **CLERK'S REPORT**

(i) **Correspondence:** Received from residents regarding a damaged tree on Crawley Down Road; concerns relating to turning right from the A22 to the A264 at the Star Junction and buses and contractor vehicles using Rowplatt Lane

(ii) **Damaged Footpath Outside 4a Rowplatt Lane:** Highways Officer has visited to site and a commitment has been made to repair the footpath once the contractors have completed their work.

Action: Clerk to monitor.

(iii) **Printer:** The Clerk reported that the printer is not working. **Resolved:** If the printer cannot be repaired it was agreed to buy a replacement. **Action:** Clerk to progress.

11. **CONSULTATIONS**

(i) **Tandridge District Council Local Plan - Garden Village Consultation:** On 3 July the Planning Policy Committee voted to approve the Draft Local Plan for a Regulation 19 consultation which will now take place between 30 July and 10 September.

12. **BUSINESS FOR NEXT MEETING**

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 6th September at 7.30pm. Planning Meetings are scheduled for Thursday 19th July, Thursday 2nd Aug, and Thursday 16th August at 7.00pm.

The meeting closed at approximately 9.35pm.

Patricia Slatter
Clerk to Felbridge Parish Council

