

# **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 5<sup>th</sup> October 2017 at 7.30pm in Felbridge Village Hall.**

Present:

Mr. Jeremy Clarke (Chairman)

Mrs. Bridget Huntington

Mrs. Joan Harwood

Ms. Lesley Steeds (County Councillor) attended part of the meeting

Mr. Ken Harwood (District Councillor)

Mrs. Patricia Slatter (in attendance)

Mr. Ian McBryde

Ms. Georgina Chapman

Mr. Brian Apps

1. **APOLOGIES FOR ABSENCE** all councillors were present.

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

There were no additions to those already disclosed.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on Thursday 7<sup>th</sup> September 2017 were approved and signed.

4. **ONGOING ITEMS**

(i) **Community Consultation:**

Transport/Environment and Green Issues: –

(ii) Welcome to Felbridge White Gates: Awaiting information from Surrey County Council as to options available. **Action:** Georgina Chapman to investigate suppliers for FPC to order direct.

(iii) Gullege Bridleway – Linda Hainge and Ros White have applied for other sources of funding.

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

a. Fencing between Village Hall Grounds and Copthorne Road. The vandalised fence has been repaired and 6 x Pyracantha hedges planted to deter future vandalism.

(iii) **Hub Project:**

(i) **Dates for Urban Cuts** are w/c 13<sup>th</sup> March, w/c 10<sup>th</sup> April, w/c 8<sup>th</sup> May, w/c 5<sup>th</sup> June w/c 24<sup>th</sup> July, w/c 4<sup>th</sup> September. So far, Felbridge have had cuts/stripping on 29<sup>th</sup> March, 8<sup>th</sup> May, 14<sup>th</sup> July and part of the village was cut on 17<sup>th</sup> August. Felbridge have therefore only received three full and one part cuts out of the contracted six. Clerk has informed the Hub that no further payments relating to Felbridge should be made until further notice. **Action:** Clerk to monitor

- (ii) **Future of Hub Project:** TDC have agreed with Surrey County Council to take over grass cutting across the district with funding guaranteed for four years. This will cover 5 urban cuts, 2 rural cuts and 1 weedkilling treatment. To deliver the preferred level of 7 urban, 3 rural and 2 weedkilling treatments would cost an additional £40K across the district. TDC suggest splitting this cost dependent on the number of properties in each parish using FPC's formula of three levels of contribution and are waiting for Parish Councils to respond. **Resolved:** It was agreed that FPC would contribute £1K per annum to TDC to deliver the higher level of service. **Action:** Clerk to monitor.

## 5. **FINANCE**

### RECEIPTS AND PAYMENTS September 2017

<b><u>RECEIPTS FROM</u></b>				TOTAL £
DATE		DETAILS		
08.09.17	Tandridge District Council	Balance of 2017-18 Precept		8000.00
TOTAL				<u>8000.00</u>
<b><u>PAYMENTS TO</u></b>			CHQ	TOTAL £
DATE		DETAILS		
17.08.17	Hire-A-Loo	Toilet Hire June & July	81	209.35
07.09.17	P Slatter	Clerk's Salary & Allowance September	82	524.32
"	P Slatter	Clerk's Allowance & Expenses Jul + Aug	83	67.53
"	HMRC	Clerk's Tax September	84	131.08
"	Brian Wright	Bus shelter cleaning September	85	38.00
"	Hire-A-Loo	Toilet Hire August	86	106.39
TOTAL				<u>1076.67</u>
<b>SUMMARY</b>				
<b>30.09.17</b>				
	Lloyds Bank - Current Account			18640.77
	Lloyds Bank - Business Reserve			20007.20
	Less outstanding cheques			<u>0.00</u>
	<b>TOTAL BALANCES</b>			<u>38647.97</u>
	Less reserves for new Village Gates, , traffic calming, new bus shelter & playground re-surface			<u>-16000.00</u>
	<b>AVAILABLE FUNDS</b>			<u>22647.97</u>

- (ii) **Section 137 Payments:** No requests for payments were received in this period.
- (iii) **Responsible Financial Officer Role:** The Job Specification for RFO role has been posted on the noticeboard and the website. **Action:** Councillors to continue to look for possible candidates.
- (iv) **Year End Accounts:** The annual return has been audited and approved with no changes or comments.

## 6. **COUNCILLORS' FEEDBACK**

- (i) **Bollards Outside Village Hall:** The cost of replacing the bollards outside the Village Hall is £74 each. Agreed: Payment to be made from reserves. **Action:** Clerk to place order.

- (ii) **Gate by Birch Grove:** Options for replacement include a replicate of the original gate costing in the region of £5K or a replacement five bar oak gate with a 2/3 and 1/3 split allowing easier access for walkers costing £1K. **Resolved:** It was decided to opt for the five-bar gate. **Action:** Jeremy Clarke to get three quotes for supply and installation and report back.
- (iii) **Parish Council Leaflet:** Final copy has been agreed. **Action:** Clerk to email to Ken Harwood for circulation through his Hub.
- (iv) **Outdoor Gym:** Bridget Huntington reported that the rubberised surface around some equipment was breaking up. **Action:** Clerk to ask TDC to investigate
- (v) **Policing Issues:** Inspector Dan Gutierrez Neighbourhood Sergeant Lyndsey Whatley will be attending the next Parish Council meeting on 2<sup>nd</sup> November to discuss concerns about policing in Felbridge.
- (vi) **Damaged Bus Shelter on Crawley Down Road:** Clerk has arranged for repairs to be made.
- (vii) **Estate Car Parked on Crawley Down Road:** Bridget Huntington reported that a car appeared to have been abandoned. **Action:** Ken Harwood to investigate.
- (viii) **Beef and Faggot Trust:** Joan Harwood asked for suggestions for residents who might qualify for a payment from the Trust. It was suggested that she contact Felbridge School.
- (ix) **Fly Tipping at Wire Mill:** Ken Harwood reported that TDC had removed material which had been dumped at Wire Mill Lane.
- (x) **Road Barriers at The Star:** Highways had left some plastic barriers leaning against the wall of the Star. **Action:** Clerk to ask for them to be removed.
- (xi) **Planning Applications lacking Supporting Evidence:** Ken Harwood asked to be sent copies of recent planning applications where FPC had been unable to make comments due to the lack of supporting evidence or sufficient information. **Action:** Clerk to email details.
- (xii) **Wates Planning Application Crawley Down Road:** FPC to send a formal response to Surrey Highways regarding their response to this application which is not supported by FPC. **Action:** Clerk to send full response

7. **CIL REVENUE AND EXPENDITURE:** Priorities for investment in the village were discussed. **Agreed:** Since SCC had failed to maintain footpaths in the village, the Parish Council would commit CIL funds to make footpaths accessible to residents through an end of season cut to include clearing paths both at ground level and cutting back overgrown vegetation. **Action:** Clerk to ask TDC contractor for a quote for clearing footpaths alongside the Crawley Down Road, Copthorne Road and A22. **Action:** Clerk to investigate the cost of strimming the 'off road' footpaths in the village.

## 8. **SURREY HIGHWAY REPAIRS:**

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke reported that he had met with the local MP regarding Highways issues in and around Felbridge and a meeting was to be arranged with the District and County Councillors and Highways staff also in attendance.
- (ii) **Vehicle Activated Sign on Copthorne Road:** Surrey Highways responded to the report of this sign being out of order by saying they didn't have funds available to even investigate the problem. An engineer survey by FPC showed that the equipment was being held in place with cable ties and the sensor had been displaced. **Action:** Clerk to write to Nigel Pond at SCC to express FPC's dissatisfaction with his reply.
- (iii) **Crawley Down Road Pot Holes:** Highways have been asked to revisit Crawley Down Road to inspect the pot holes between the A264 junction and Rowplatt Lane. **Action:** Lesley Steeds to raise with Surrey Highways.
- (iv) **Mill Lane Resurfacing Works:** Joan Harwood reported that contractors had failed to return to make good the poor finish left after resurfacing. **Action:** Lesley Steeds to meet with contractors and Surrey Highways representative on site and report back.
- (v)

- (vi) **Damaged Road Signs at The Star:** Following Lesley Steeds intervention the signs have now been removed.
- (vii) **Sunken Road outside Shanly Homes Development:** Shanly Homes made a temporary repair to the A264 damaged during building works. The Clerk asked Highways to make a permanent repair and while they have agreed to do so the works are not considered urgent.
- (viii) **Footpaths and Road Signs on A22:** Lesley Steeds has arranged for the footpaths on the A22 through Felbridge to be cut back and cleared at ground level and for the road signs to be cleaned. **Action:** Lesley Steeds to ask Highways for a quote for cleaning other road signs in the village.
- (ix) **Road Signs:** FPC wish to thank Councillor Georgina Chapman for her work cleaning road signs in Felbridge.

## 9. **PLANNING APPLICATIONS**

The following applications were considered at the Planning Meeting held on Thursday 21<sup>st</sup> September attended by Jeremy Clarke, Joan Harwood, Bridget Huntington and Ian McBryde:

**TA/2017/1867 Samares, Domewood, RH10 3HD** Fell Oak Tree and Beech Tree

Resolved: FPC object to this proposal as the applicant has failed to provide any 'evidence from an appropriate expert' as to the condition of the trees as per section 8, 1) of the application form. This application should have failed the Validation process. FPC will reconsider the proposal when such evidence is provided.

**TA/2017/1791 Garfield Farm, London Road, Felbridge, RH19 2QZ** Erection of outbuilding.

Resolved: No Action

**2017/1778 Unit 22, Hobbs Industrial Estate, Newchapel, RH7 6HN** Certificate of lawfulness

Resolved: No Action

Lesley Steeds and Ken Harwood left the meeting

**TA/2017/1488/TPO Four Beeches, 1B The Glebe, Felbridge, RH19 2QT** Reduce height of tree

Resolved: No Action

**TA/2017/1882 The Warren, West Park Road, Copthorne, RH10 3EX** Change of use of ground floor from Day Nursery back to residential.

Resolved: No Action

**TA/2017/1699/TPO Windrush, Herons Close, Copthorne, RH10 3HF** Permission to fell trees.

Resolved: Felbridge Parish Council are very concerned that the applicant is stating that the permitted application now impacts on the TPO requiring felling of T1 (which then results in the 'necessary' felling of G2). The sequence of events leading to this application means that insufficient information is available so we cannot support the removal of these trees. We need to understand how the development application determined its impact upon the Protected Trees and what has changed since that determination was made.

Ken Harwood re-joined the meeting.

## 10. **CLERK'S REPORT**

- (i) **Developer/Contractor Vehicle Parking on Crawley Down Road** Lesley Steeds has asked Surrey Highways to consult with residents in properties in the immediate area with a view to placing double yellow lines from the junction of the A264 and Crawley Down Road for 10m to avoid future obstruction issues through illegal parking at the junction. **Action:** Lesley Steeds to report back.
- (ii) **Speeding on Crawley Down Road:** Clerk is following up the suggestion that Speedwatch might be re-introduced in the village. **Action:** Clerk to put note on the website asking for volunteers.
- (iii) **Speed Sign, Crawley Down Road:** Belongs to Surrey Police and fault has been reported to them. Temporary fix has been made by councillor.
- (iv) **Bus Shelter, Crawley Down Road:** The bus shelter was damaged due to vandalism in August and a temporary repair made. **Action:** Clerk to arrange for damage to be repaired.

(v) **Clerk Training: Agreed:** Clerk to attend the Clerk's Networking day on 2<sup>nd</sup> November which will cover the Freedom of Information Act and the Transparency Code at a cost of £65.00.

(vi) **Royal British Legion Silent Soldier Appeal:** To mark the centenary of the end of WW1, the RBL are inviting organisations, individuals and businesses to buy and display a 'silent soldier'. The cuts outs are 5' high and would be displayed in prominent positions. Agreed: FPC to buy three figures at a total cost of £300 to be displayed on the Village Green, at the Limes Pond and the Furnace Wood layby. **Action:** Clerk to place order and advise Felbridge School for information.

11. **CONSULTATIONS**

(i) **Tandridge District Council Local Plan - Garden Village Consultation: Agreed:** Councillors would respond individually to the consultation.

12. **BUSINESS FOR NEXT MEETING**

There was 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 2<sup>nd</sup> November at 7.30pm, in the Committee Room. A planning Meetings is scheduled for Thursday 19th October at 7.00pm

The meeting closed at approximately 10.20pm.

Patricia Slatter  
Clerk to Felbridge Parish Council

Copies to:- Parish Councillors, District Councillor, County Councillor, Felbridge School, Surrey Police