

# **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> September 2013 at 7.30pm in the Village Hall, and of the Planning Meetings held on 18<sup>th</sup> July, 1<sup>st</sup> and 15<sup>th</sup> August 2013**

Present: Mr Ian McBryde (Chairman)  
Mr Brian Apps  
Mrs Joan Harwood  
Mrs Bridget Huntington  
Mr Michael Sydney (County Councillor) (attended part of meeting)  
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – Mr Jeremy Clarke, Mr David Archer, Mrs Linda Hainge and Mr Ken Harwood (District Councillor).

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

Councillor Joan Harwood chose to leave the planning meeting on 18<sup>th</sup> July whilst Planning Application TA/2013/940 was being discussed and voted upon in order to avoid any perception of apparent or actual bias arising, given that she is a close neighbour of Brierley, Mill Lane.

Councillors Linda Hainge and David Archer chose to leave the planning meeting on 1<sup>st</sup> August whilst Planning Applications TA/2013/1005 and TA/2013/957 were being discussed and voted upon in order to avoid any perception of apparent or actual bias arising, given that they are residents of Rowplatt Lane.

Councillor Bridget Huntington declared an interest in Planning Application TA/2013/999, the nature of the interest being that she is a resident of The Limes. In accordance with the Council's Code of Conduct, she stayed in the planning meeting on 1<sup>st</sup> August whilst this matter was being discussed and voted upon.

There were no other additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 4<sup>th</sup> July 2013 and the Planning Meeting held on 20<sup>th</sup> June were approved and signed.

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

- (i) **Access Roads onto Crawley Down Road:** FPC have sent a letter and photos of congestion in Crawley Down Road to Surrey Highways asking for a meeting to discuss the implications of the proposed new access roads and possible remedies. Councillor Sydney has a meeting with Surrey Highways on 9<sup>th</sup> September to discuss these issues and the East Grinstead Traffic Management Study. He will ask for a meeting with FPC, SCC and WSCC.  
An email has been received from MSDC regarding possible leisure contributions from the developer if the planning application at Oleander is agreed. **Resolved:** Clerk to respond to this email pointing out that FPC have not been consulted over how these funds should be spent and have their own priorities.
- (ii) **APH:** Residents can also use 01342 710114 to book a seat on the APH bus service to Gatwick Airport from Crawley Down Garage, quoting FELBR.
- (iii) **School Boundary in Copthorne Road:** Surrey Highways agreed that the Community Gang would clear the mud from the pavement alongside the school during August. **Resolved:** Clerk to check that this has been done.

- (iv) **A-Boards on A22:** County Councillor Michael Sydney agreed to check the Blacksmiths Head advert on the lamppost at the Mormon Temple roundabout.
- (v) **Bus Shelter in Copthorne Road:** The damaged bus shelter was removed on 19<sup>th</sup> July. The new bus shelter will be installed by Queensbury Shelters in late September. The Third Party Insurers have accepted liability and reimbursed FPC in full for the removal of the damaged shelter, installation of the new shelter and FPC's excess, excluding the VAT which will be reclaimed by FPC. **Resolved:** It was agreed that FPC will discuss Lingfield Equine Vets' interest in advertising on the new bus shelter after it is erected and councillors would also consider other possible sponsorship.
- (vi) **Trees in Village Hall Grounds:** TDC contractors carried out tree works in the village hall grounds, including clearing overhanging branches, during July.
- (vii) **Hedges:** FPC thanked Lis Woolley for including a message in the Felbridge column of the EG Courier reminding residents that it is their responsibility to cut back hedges that encroach over the pavement.

## 5. **ONGOING ITEMS**

- (i) **Community Consultation:**  
Transport (Jeremy, Ian and David) – Jeremy has summarised actions for further discussion. Ian to discuss with Jeremy.  
Environment and Green Issues (Jeremy and Brian) - Jeremy has summarised actions for further discussion. Ian to discuss with Jeremy.  
Health and Leisure (Ian and Brian) – initial meeting to be arranged  
Village and Business Development (Bridget, Joan and Linda) – Bridget has been investigating companies with a view to setting up a post point. Clerk to contact Aldo to suggest setting up a meeting with councillors and volunteers interested in a community cafe. Clerk has passed results and comments from surveys to village shop owner.  
Clerk has contacted owner of the Gullege re the Gullege Bridleway. MSDC have agreed to erect a 'Not suitable for Motor Vehicles' sign at the junction with Imberhorne Lane and the gate at Imberhorne Farm will be locked on occasions.
- (ii) **Hub Project:** The Hub Management Committee agreed at a meeting on 7<sup>th</sup> August that Rural Cut 4 will be carried out by Bill Kear from 19<sup>th</sup> August. Clark Groundcare will continue with the urban cut, due to commence on 19<sup>th</sup> August. Councillors to contact Clerk with comments when these cuts have been completed.

## 6. **FINANCE**

- (i) **Cheques:** Issue of the following cheques was approved by the council under Standing Orders and the cheques were signed:

014	Queensbury Shelters Ltd	Removal of damaged bus shelter	£510.00
015	B. Wright	Bus shelter cleaning for Sept	£16.80
016	R. White	Clerk's salary for Sept 13	£235.41
017	HM Revenue & Customs	Income Tax for Sept 13	£58.80
018	R White	Office Allowance for Sept + Petty Cash for July/Aug	£84.70
019	BDO LLP	Auditors Fee	£120.00
- (ii) **Section 137 Payments:**
  - (a) **Felbridge Bowling Club:** A letter has been received asking for a donation towards the cost of new bowls collectors. **Resolved:** A donation of £150 was agreed. Funds may also be available from County Councillors' allocations. Clerk to suggest that the Bowling Club write to Councillor Sydney.

- (b) **Felbridge Luncheon Club:** A letter has been received asking for a donation towards the cost of their Christmas Lunch. **Resolved:** A donation of £50 was agreed.
- (c) **Surrey Crimestoppers:** An email has been received asking for a donation towards their ongoing work in Surrey. **Resolved:** A donation of £50 was agreed.
- (iii) **Annual Return:** The Annual Return for the year to 31<sup>st</sup> March 2013 has been returned by the auditors without comment. This was approved and accepted by the Council.
- (iv) **Clerk's Salary:** It was agreed that the Clerk's salary should be increased by 1% in accordance with the new pay scales for 2013-14 and to SCP20 (£3487.32 pa) with effect from 1<sup>st</sup> April 2013.

## 7. **COUNCILLORS' FEEDBACK**

- (i) **Noticeboard on Village Green:** The posts are rotting. **Resolved:** Clerk to contact Derek Hainge.
- (ii) **Outdoor Gym:** Bridget Huntington circulated information on equipment that could be installed in Village Hall grounds. **Resolved:** This will be discussed by the Community Consultation Health and Leisure Group.
- (iii) **Horizon Project:** Of the £22.5m being spent on this project, £7.5m will be spent in Tandridge on road resurfacing. **Resolved:** Clerk to ask Michael Sydney for a copy of the road resurfacing schedule.
- (iv) **TDC Local Committee:** District Councillors will no longer attend these meetings. TDC is encouraging SCC to introduce regular meetings with a highways officer, county, district and parish councillors to review the highways' issues in that division. **Resolved:** Ian McBryde to discuss with Ken Harwood.
- (v) **Damaged/Dirty Road Signs:** Councillor Michael Sydney is offering funding towards the cost of replacing, repairing or cleaning damaged and dirty road signs. **Resolved:** Councillors to report to Clerk any damaged, twisted, leaning or dirty road signs in Felbridge.
- (vi) **Review of Freight Activities:** SCC and TDC are preparing a Transport Strategy, including a review of freight activity. Peter Hitchings of the Transport Policy Team, SCC would like to meet with FPC. **Resolved:** Clerk to invite Mr Hitchings to a Parish Council Meeting.

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

- (i) **Trees and bushes overhanging pavements along A264:** Overhanging trees and bushes are obstructing the pavement alongside both sides of the A264 between Mill Lane and Crawley Down Garage, and also obstructing bus stop sign opposite Furnace Wood. **Resolved:** Clerk to ask SCC if the Community Gang could cut them back.
- (ii) **A22 outside Glendale:** Following recent work by a Utility Company there is a dip in the road. **Resolved:** Clerk to report to relevant department at SCC.
- (iii) **Trees outside Ebor Lodge:** Trees and bushes are obstructing the pavement. **Resolved:** Clerk to ask SCC if the Community Gang could cut them back.
- (iv) **Copthorne Road potholes:** FOI information was received from Surrey Highways on 30<sup>th</sup> July and circulated to FPC councillors.
- (v) **A22 dip in road:** The dip in the northbound carriageway of Woodcock Hill opposite Sylvan Ridge has sunk again. **Resolved:** Clerk to re-report.
- (vi) **Drains along A264:** Reported 18.2.13 – MG00367198/MG00367212. These were checked on 9.8.13.  
Mr Sydney left the meeting.

## 9. PLANNING APPLICATIONS

**Planning Meeting held on 18<sup>th</sup> July 2013** attended by Brian Apps, Jeremy Clarke, Linda Hainge and Joan Harwood.

### **Applications Acknowledged 1<sup>st</sup> – 5<sup>th</sup> July 2013**

**TA/2013/755:** 65 Cophorne Road, Felbridge. Conversion of garage to habitable accommodation. **Resolved:** FPC have no objection to this proposal but would not want to see any future application for a replacement garage.

**TA/2013/924:** 53 Crawley Down Road, Felbridge. Erection of single storey rear extension on the south east elevation. **Resolved:** No Action

### **Applications Acknowledged 8<sup>th</sup> – 12<sup>th</sup> July 2013**

**TA/2013/843:** 2 Rowplatt Close, Felbridge. Conversion of part garage into habitable accommodation and erection of conservatory to rear of garage. **Resolved:** No Action

**TA/2013/940:** Brierley, Mill Lane, Felbridge. Erection of rear extension. (Certificate of lawfulness for proposed use or development) **Resolved:** No Action

**Planning Meeting held on 1<sup>st</sup> August 2013** attended by Brian Apps, David Archer, Jeremy Clarke, Linda Hainge, Bridget Huntington and Joan Harwood

### **Applications Acknowledged 15<sup>th</sup> – 19<sup>th</sup> July 2013**

**TA/2013/999:** Land at The Limes, The Limes, Felbridge. Erection of detached dwelling. **Resolved:** FPC have no objection but wish to inform TDC that there is no parking space for construction workers' vehicles in The Limes or sufficient space at the front of the proposal site. Therefore, the Construction Plan **must** identify a method of ensuring that construction workers' vehicles are located off/outside The Limes.

### **Applications Acknowledged 22<sup>nd</sup> – 26<sup>th</sup> July 2013**

**TA/2013/1005:** Pixiewood Farm, Rowplatt Lane, Felbridge. Demolition of existing buildings and erection of 2 dwellings. Amendments to existing access and associated landscaping. **Resolved:** FPC support this application but have a number of concerns:-

- i) Future development of the remaining open Green Belt land on the site - FPC request planning conditions restricting any future new dwellings on this site and strictly limiting future small structures (garages, stables, sheds etc..) as the application has already completely replaced the existing building floor area with the houses.
- ii) Passing spaces on the access - FPC ask TDC to consider if there are suitable passing spaces provided within the proposal.
- iii) Construction Traffic Management - FPC ask that a detailed Construction Plan is provided to mitigate the impact of the construction traffic in Rowplatt Lane.
- iv) Construction impact upon neighbouring properties - Due to the large number of adjoining properties, FPC request that working time restrictions are imposed for the construction to control the negative impact upon the neighbours.

Despite the fact that FPC do not want to build on the open Green belt, they believe that this proposal represents appropriate development for this Brown Field site.

**TA/2013/957:** 9 Rowplatt Lane, Felbridge. Demolition of existing conservatory. Erection of single storey rear extension and formation of pitched roof over existing rear extension. **Resolved:** FPC have no objection but ask that TDC determine if there is adequate screening between No.10 and No.9 Rowplatt Lane to prevent the proposed extension causing harm to No.10.

**TA/2013/1024:** Oleander, 61 Crawley Down Road, Felbridge. Erection of 5 detached dwellings with associated garaging, new road layout and landscaping. **Resolved:** FPC do not support another development access onto Crawley Down Road so near the Village Hall and Primary School. During most days there are cars parked on the opposite side of the road to this development entrance, they narrow the road to a single carriageway increasing the risk of accidents associated with cars entering and exiting the proposed development. CDR is also a significant bus route and therefore large vehicles are frequently travelling down this effectively single carriageway road. The entrance is also close to the exit for Leybourne Place again increasing the risk of accidents. FPC believe

that Surrey Highways do not recognise the true state of CDR and insist they attend the site with a Parish Councillor to discuss the safety implications of this stretch of highway. **TA/2013/1127/2013/02528/FUL** (Consultation by adjoining authority - MSDC): Oleander, 61 Crawley Down Road, Felbridge. Erection of 5 detached dwellings with associated garaging, new road layout and landscaping. Resolved: Felbridge Parish Council (FPC) object for the following reasons:

(i) The housing is built on land within MSDC but access is in Tandridge. The residents will be using the facilities of Felbridge as listed within the application as being available to the residents, eg Felbridge Primary School, Felbridge Village Shop etc.

(ii) The application site sits outside of the built up area boundary as detailed in MSDC Policy C1. FPC contends that this application does not fall within any of these guidelines. In particular that there is no evidence that the housing 'is essential to meet the needs of local communities' the applicant has stated the fact that Mid Sussex housing needs shows a shortfall. However Tandridge shows a surplus of housing and this development is effectively within Tandridge where the demand does not exist. FPC contend that the examples given in the application of other sites within the CADR that have been granted consent for development are significantly different from this application that they do not provide precedence, one was a brownfield site, the other was not within the strategic gap between Felbridge and the Imberhorne development area. FPC also contend that the provision of 5 dwellings could be provided within the built up area and as such the requirement for 5 houses does not overcome the policy to prevent development of the CADR.

The applicant has not demonstrated that the proposed site forms part of his domestic garden and therefore the site is part of the countryside and CADR.

(iii) The application site sits within the strategic gap as detailed in MSDC Policy C2. FPC contends that this application does not fall within any of these guidelines and in particular significantly compromises the objective and fundamental integrity of the gap safeguarded between the Imberhorne development area and the village of Felbridge.

(iv) FPC also contend that the application does not conform with the following policies adopted by MSDC:-

Policy C6: The pre-existing woodland is important to the landscape and ecology as it provides a green break between Felbridge Village and the proposed Imberhorne Farm development site. The site is a valuable natural habitat in conjunction with the adjacent designated Ancient Woodland.

Policy C9: Again the character of the locality is that there is a mixture of woodland and open land approaching Felbridge Water, this exists both to the east and west of the site. The loss of the woodland will result in a reduction in this character.

Policy B1 and B3: FPC contend that the development proposals do not respect the character of the locality as a result of the modern design and positioning within the outlook of the existing residents. This proposal would be significantly harm the amenities of the two existing properties as a result of the extremely close proximity of the driveway and the vehicle lights which will point directly into the houses from the driveway. There is also likely to be light pollution from the proposed houses in what was otherwise a dark countryside backdrop. This proposal would lead to an extension of the built up area which is not appropriate for an area of development restraint.

CS11 Developments: FPC contend that the contributions made to the local authority and payments under the NHB scheme will accrue to MSDC and not TDC and therefore the local amenities in Felbridge (i.e. the school) will not see any benefits from the development and will be put under further strain.

The original planning application granted for development of the property 01/00840/FUL included planning conditions relating to the management of the woodland. This proposal refers a number of times to providing a sustainable development. FPC contend that the most sustainable use of this site is as an area of managed woodland within the area of development restraint and the strategic gap. The recent felling of significant timber on the site is regrettable, but as the woodland

management approach detailed in the original application was for a sequence of areas to be planted, grown and then felled in succession, the current state of the woodland does not prevent the agreed Woodland Management planning conditions being enforced to achieve the original approved countryside benefit.

**Planning Meeting held on 15<sup>th</sup> August 2013** attended by Brian Apps, David Archer, Linda Hainge, Joan Harwood, Bridget Huntington and Ian McBryde.

**Applications Acknowledged 29<sup>th</sup> July – 2<sup>nd</sup> August 2013**

None in Felbridge

**Applications Acknowledged 5<sup>th</sup> – 9<sup>th</sup> August 2013**

**TA/2013/848:** Crawley Down Garage, Snow Hill – Display of 2 internally illuminated fascia signs and 1 illuminated totem sign and 3 fabric static flags (Advertisement application). **Resolved:** No Action

**Applications Acknowledged 12<sup>th</sup> – 16<sup>th</sup> August 2013**

None in Felbridge

**Parish Council Meeting held on 5<sup>th</sup> September 2013**

**Applications Acknowledged 19<sup>th</sup> – 23<sup>rd</sup> August 2013**

**TA/2013/1080:** Hazeldene, West Park Road, Newchapel. Demolition of existing barns and erection of agricultural building. **Resolved:** No Action

**Applications Acknowledged 26<sup>th</sup> – 30<sup>th</sup> August 2013**

None in Felbridge

## 10. CLERK'S REPORT

- (i) **Training Session:** Burstow Parish Council are hosting a training/social evening on 26<sup>th</sup> September. The Clerk, Ian McBryde and Joan Harwood to attend.
- (ii) **Standing Orders:** A revision to Item 6, Page 8, Code of Conduct has been made. Replacement pages were circulated to all councillors.
- (iii) **MSDC Community Infrastructure Levy Consultation:** FPC have responded requesting that, when developments with access onto TDC roads are agreed, consideration is given to part of the CIL levy being given to TDC/FPC.
- (iv) **TDC Seminar for Parish Councillors:** A seminar will be held on Tuesday, 10<sup>th</sup> December from 6pm. Two members from each council can attend.
- (v) **Clerk's Networking Day:** FPC agreed that the Clerk can attend the meeting on 8<sup>th</sup> November at Crowborough, at a cost of £60.
- (vi) **Tree Works at Village Hall:** A silver birch adjacent to the entrance to the carpark and an oak tree next to the skateboard ramp were removed due to decay.
- (vii) **Gullege Bridleway:** The ditch alongside the football pitch has been cleared and the earth etc left in a bank alongside the bridleway. **Resolved:** Clerk to investigate who carried out this work, as the bank of earth could causing flooding to the bridleway
- (viii) **TVSC Network Lunch:** This will be held on 26<sup>th</sup> September in Caterham
- (ix) **TDC Chairman's Macmillan Coffee Morning:** This will be held on 20<sup>th</sup> September
- (x) **East Grinstead Neighbourhood Plan Consultation:** This is available for viewing until 7<sup>th</sup> October at East Court or EG Library or on [www.eastgrinsteadplan.org.uk/draftplan](http://www.eastgrinsteadplan.org.uk/draftplan).
- (xi) **Felbridge Guides:** FPC have been informed of leadership changes and that Rainbows, Brownies and Guides will all now meet on Friday evenings.
- (xii) **CPRE/GACC Seminar:** This will be held on 25<sup>th</sup> October, following by the GACC AGM.

11. **BUSINESS FOR NEXT MEETING** - None

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

The next Parish Council Meeting will be held on Thursday 3<sup>rd</sup> October 2013 at 7.30pm.  
A Planning Meeting will be held on 19<sup>th</sup> September .

The meeting closed at approximately 9.30pm.

RW

17<sup>th</sup> September 2013

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