



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 July 2021 **at 7.30 pm in Felbridge Village Hall**

Present:

Cllr. Georgina Chapman (Chairman)
Cllr. Bridget Huntington
Cllr. Judy Moore (District Councillor)
Cllr. Lesley Steeds (County Councillor)
Mrs. Patricia Slatter (in attendance)

Cllr. Jeremy Clarke
Cllr. Joan Harwood

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Ian McBryde, Cllr. Jo King and Cllr. Alex Horwood.

2. DISCLOSURE OF PECUNIARY AND OTHER INTERESTS

No additions to those already registered.

3. APPROVE MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting held on Thursday 6th May were approved and signed.

4. CHAIRMAN'S REPORT

(i) **Hedgecourt Lake ASB:** A Joint Action Group has now been established made up from representatives of Surrey Police, Tandridge District Council and Felbridge Parish Council. The Chairman attended the first meeting on 22nd June. It was acknowledged that there was no easy solution to tackling anti-social behaviour in this location and that resource was limited but the process had now started. One priority was to ensure that residents reported any incidents of ASB to Surrey Police either by phoning 101 or by using the online reporting option

<https://www.surrey.police.uk/reportcrime>. The Chairman would produce a notice to be delivered to properties in the Mill Lane area by Cllr. Joan Harwood. **Action:** Chairman to progress

(ii) **Felbridge Newsletter:** The second edition of the newsletter has been distributed. There are now more than 100 residents subscribing.

(iii) **TDC Planning Review:** A report by the Planning Advisory Service on the operation of the Planning Department at Tandridge District Council is due to be submitted to the new Chief Executive. It is unclear whether the findings will be published in full.

5. FINANCE

(i) Receipts and Payments for May and June 2021

Date	To / From	Description	Amount	Current Account	Deposit Account
1 May		Brought Forward		£17378.79	25042.07
		Receipts			
11 May	TDC	Precept Payment 1	12000.00	12000.00	
		Payments			
7 May	NEST	Pension Contribution	£165.13	-£165.13	
11 May	Wright	Bus Shelter Cleaning	£45.00	-£45.00	
11 May	HMRC	Tax & National Insurance	£281.69	-£281.69	
11 May	Nick Dance	Grass Cut 1	£528.00	-£528.00	
11 May	Clerk	Payroll	£850.57	-£850.57	
11 May	Came & Co	Annual Insurance Premium	£686.82	-£686.82	
11 May	Peter Frost	Internal Auditor Fee	£97.50	-£97.50	
		Sub-Total	£2654.71	-£2654.71	
		Transfers	Nil		
		Carried Forward		£26724.08	£25,042.07
		Less Unbanked Transactions		0.00	
		Bank Balances including unbanked transactions		£26724.08	£25,042.07
31 May	Available Funds - Current a/c plus Deposit a/c			£51766.15	
31 May	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
31 May	General Reserve (Available Funds minus Allocated Reserves)			£25766.15	
Current Account and Deposit Account Bank statements were circulated to councillors on 28 June 2021 along with the above record of receipts and payments for transparency and confirmation of accuracy					

Date	To / From	Description	Amount	Current Account	Deposit Account
1 June		Brought Forward		£26724.08	25042.07
		Receipts			
		Payments			
9 June	NEST	Pension Contribution	£165.13	-£165.13	
10 June	Wright	Bus Shelter Cleaning	£45.00	-£45.00	
10 June	HMRC	Tax & National Insurance	£281.69	-£281.69	
10 June	HMRC	Tax & NI Adjustment	£1.06	-£1.06	
10 June	Clerk	Payroll	£850.57	-£850.57	
10 June	Clerk	Office Expenses	£232.47	-£232.47	
10 June	Tand Vol Action	Subscription	£20.00	-£20.00	
		Sub-Total	£1595.92	-£1595.92	
		Transfers	Nil		
		Carried Forward		£25128.16	£25,042.07
		Less Unbanked Transactions		0.00	
		Bank Balances including unbanked transactions		£25128.16	£25,042.07
30 June	Available Funds - Current a/c plus Deposit a/c			£50170.23	
30 June	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
30 June	General Reserve (Available Funds minus Allocated Reserves)			£24170.23	
Current Account and Deposit Account Bank statements were circulated to councillors on 30 June 2021 along with the above record of receipts and payments for transparency and confirmation of accuracy					

(ii) **Annual External/Audit**

Documents have now been submitted to the External Auditor.

(iii) **First Quarter Finance Report**

Resolved: Councillors noted the first quarter finance report.

(vi) **Banking:** Four councillors have now submitted their details to the Clerk and agreed to become authorised signatories on the new Unity Trust Bank Account. **Action:** Clerk to progress.

6. **VILLAGE MAINTENANCE**

(i) **Grass Cutting:** First grass cut took place in mid-April, second cut at end May and third late June. An invoice has been sent to Surrey Highways for their contribution towards the cost. **Action:** Clerk to liaise with contractor on future cuts.

(ii) **Wild Meadow Flowers on Village Green:** Shoots are now appearing in the wild meadow area on the Village Green and feedback from residents has been positive.

7. **COUNTY COUNCILLOR REPORT**

Cllr. Steeds has recently completed a survey with the local Highways Officer. Potholes have been marked for attention; the damaged drain cover at the Star Junction will also be repaired or replaced. They also responded to a request from a resident who wanted to cut back a tree on the pavement outside her property. In response to a question regarding resurfacing, it was noted that the Copthorne Road remained on the long list of roads to be resurfaced but it wasn't included on this year's Horizon Project works.

8. **DISTRICT COUNCILLOR REPORT**

Cllr. Moore reported that a resident had raised concerns regarding an early morning refuse collection which involved sampling recycling materials. TDC confirmed that such sampling was part of their refuse and recycling programme and that it could take place as early as 6.30am.

9. **COUNCILLORS' REPORTS/UPDATES**

Cllr. Huntington had reported a very deep pothole near Furnace Wood which although initially had been said to be non-urgent was in fact repaired quickly. Cllr. Huntington also advised County Cllr. Steeds that mounds of tarmac had been left on the verge following repairs in the same area. **Action:** Cllr. Steeds to ask for them to be removed.

10. **SURREY HIGHWAYS:**

(i) A tree blocking the road near Woodcock Hill had been quickly removed.

(ii) Overgrown vegetation near the Laurels and Oakwood has been reported. This was not cut back when the Community Gang cleared overgrowth along the A22.

(iii) Proposal to replace damaged stiles on Footpath 257B: The Clerk has asked the landowner for permission for Kissing Gates to be installed on this footpath and for a donation towards the £1K+ cost of purchase and installation and is awaiting a response. **Action:** Clerk to monitor

11. **PLANNING**(i) **Applications in Felbridge**

Applications considered on 3rd June at the advisory meeting attended by Cllr. Chapman, Cllr. McBryde, Cllr. Huntington and Cllr. King.

2021/712 Former Stables, 56 Hobbs Industrial Estate, Eastbourne Road, RH7 6HN

Change of use of former stable building to provide new residential dwelling house.

Resolved: No Action

2021/711 10 Copthorne Road, Felbridge, RH19 2NS

Demolition of existing conservatory and erection of replacement single storey rear extension

Resolved: No Action

2021/732 Carousel, Herons Close, Copthorne, RH10 3HF

Erection of a detached triple garage

Resolved: No Action

2021/719 Five Oaks, Domewood, Copthorne, RH10 3HD

Erection of a three bay oak framed garage outbuilding (third bay to be used as home office)

Resolved: No Action

2021/772 Land east of Woodcock Hill, Felbridge, RH19 2RD

Erection of replacement fencing

Resolved: No Action

2021/571 The Boathouse, Twitten Lane, Felbridge, RH19 2NZ

Removal of glazed sections and replacement with block and rendered wall (CLUPD)

Resolved: No Action

There were no applications for consideration at the Parish Council meeting.

(ii) Applications Received by Neighbouring Authorities

None which directly affect Felbridge.

(iii) Planning Enforcement

The Ebor Lodge case has been closed. An officer has said that a site visit has been made to the site on Copthorne Road (previously referred to as the Southern Water Compound) where works have been taking place without planning permission. **Action:** Clerk to monitor and report back. TDC have not responded to trees and vegetation being removed from the Duaris site on Crawley Down Road. **Action:** Clerk to re-report.

12. CONSULTATIONS

(i) MSDC DPD Site Allocations – SA19 Site, Crawley Down Road

Felbridge Parish Council's additional comments to the Inspector were submitted. The hearings took place in early June with Cllr. Clarke speaking on behalf of Felbridge Parish Council. Central government have set a target for the delivery of housing but this must be in line with the NPPF. The Chairman thanked Cllr. Clarke for all his work on this consultation, in particular with regard to transport. The considerable work of the Infrastructure First group in opposing further MSDC development in Felbridge was also noted. It is expected to be several months before the Inspector's report is published.

13. HOUSING SURVEY

Surrey Community Action had been scheduled to brief councillors on their Housing Survey results cancelled since the report was still with their client (the developer) for sign off. **Action:** Clerk to monitor and follow up if necessary.

14. CLERK'S REPORT

(i) Correspondence:

Issues with contractor parking in the Village Hall grounds. Vanderbilt have ordered signs and asked for registration numbers to be reported to them.

Contractors had been working outside permitted hours on house extension. Confirmation on permitted hours provided to neighbour.

(ii) Roadworks

UK Power Networks roadworks will take place between 2nd and 13th August in the Star Junction area. This will mean the left turn filter lane from the A22 to the A264 being closed with temporary lights in position. The works were moved to the school holidays at Felbridge Parish Council's request and the duration has been reduced.

(iii) **Leisure:** The outdoor table tennis table has been ordered by TDC and is scheduled for delivery in August.

(iv) **Street Naming:** Duaris asked councillors for suggestions for a name for their development on Crawley Down Road. Suggestion included Walnut Grove or Walnut Place or a name with a link to Sir Thomas Seagrave who lived in Ascotts (the original property) in the 1930s. **Action:** Clerk to provide suggestions to Duaris.

15. BUSINESS FOR NEXT MEETING

Clerk to prepare and circulate a report on village maintenance options in advance of the next meeting.

16. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

A full Parish Council meeting will take place on Thursday 2nd September with planning meetings scheduled for 15th July, 5th August and 19th August.

The meeting closed at approximately 2105.

Patricia Slatter
Clerk to Felbridge Parish Council

