

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 2nd May 2013 at 7.45pm in the Village Hall, following the Annual Meeting, and of the Planning Meeting held on 18th April

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

1. **APOLOGIES FOR ABSENCE** – 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 Annual Parish Meeting held on 4th April 2013 were approved and signed subject to the following amendment:- Page 13/13, para 6 should read “A resident was concerned that the development in Imberhorne Lane was the start of a larger development on Imberhorne Farm and asked why work seemed to have stopped. It was confirmed that this is an isolated development, not part of a larger Imberhorne Farm development, and that work had restarted.”

The Minutes of the Parish Council Meeting held on 4th April 2013 and the Planning Meeting held on 21st March were approved and signed.

4. **CHAIRMAN/CLERK’S REPORT**

- (i) **Queen Elizabeth II Fields:** The plaque has been placed on the side wall of the pavilion facing the carpark. A press release to be sent to the EG Courier was agreed.
- (ii) **APH:** APH are in the process of setting up this service. Once completed APH will provide a link to their website and a phone number. **Resolved:** A press release will then be sent to the EG Courier and the Felbridge email hub group. Ken Harwood agreed to speak to APH re this service.
- (iii) **Trees along Crawley Down Road:** TDC have a new tree officer – Steve Hearn, who will work for Parks & Open Spaces 2 days per week and Planning 3 days per week. A site visit was carried out on 29th April.
- (iv) **Hedges:** A number of residents have complained about the hedge alongside Copthorne Road. **Resolved:** Clerk to send a further email to the school pointing out that this hedge is the school’s responsibility.
- (v) **TDC Consultation on Infrastructure Levy:** An email was sent to TDC on 15th April confirming FPC’s suggested infrastructure projects.
- (vi) **Brand Cycles:** Permission was given for the A-board to be left on the Green for a further 21 days but the board must be removed every evening and removed permanently on 2nd May. **Resolved:** If the board is not removed, Clerk to send a further email.

- (vii) **Winter clearance of pavements:** An email has been received from TDC about a partnership scheme to help with clearance of pavements around retail areas etc. FPC do not have a suitable location to store salt and equipment and TDC are unable to help with storage. **Resolved:** It was agreed to delegate the authority to the Chairman to spend up to £100 on snow clearance as and when this is required.
- (viii) **Felbridge School May Fair:** An email was sent to the PTA confirming FPC's agreement to advertising boards being displayed on the village green for a maximum of 3 weeks.

5. **ONGOING ITEMS**

- (i) **Community Consultation:** The Chairman thanked Jeremy Clarke for all his hard work compiling the results from the surveys. This was unanimously agreed. 26% of households completed and returned their survey. The results have been circulated to all councillors. **Resolved:** It was agreed to hold public meetings in early June to enable residents to discuss the findings with councillors. Clerk to book meeting room and advertise meetings. Jeremy Clarke to provide poster size graphs mounted on boards.
- (ii) **Hub Project:** The last 2012 urban cut was completed on 30th April. The last 2012 rural cut is not yet completed. **Resolved:** Councillors to monitor grass verges and feed back information to the Clerk.

6. **FINANCE**

- (i) **Cheques:** Issue of the following cheques was approved by the council under Standing Orders and the cheques were signed:
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|-----|----------------------|---|---------|
| 988 | Printmates | Printing of Consultation Survey | £540.00 |
| 989 | B. Wright | Bus shelter cleaning for May 13 | £33.60 |
| 990 | R. White | Clerk's salary for May 13 | £222.19 |
| 991 | HM Revenue & Customs | Income Tax for May 13 | £55.40 |
| 992 | R White | Office Allowance for May and Petty Cash for April | £60.80 |
| 993 | TVSC | Annual subscription Apr 13-Mar 14 | £10.00 |
| 994 | Linda Hainge | Refreshments - Annual Parish Mtg | £34.32 |
| 995 | John Edge | Updating Chairman's Board | £55.00 |
| 996 | Peter Frost | Annual Review | £83.30 |
- (ii) **Section 137 Payments:**
- (a) **East Park Riding for the Disabled Group:** This group, which is based at Little Brook Equestrian Centre, Newchapel, has requested a donation towards the cost of a new saddle. **Resolved:** A donation of £100 was agreed.
- (iii) **Surrey Wildlife Trust:** A request has been received for FPC to renew their membership wef 1st May 2013. **Resolved:** It was agreed to renew at a cost of £38.
- (iv) **Approval of Annual Return and Accounts:** The internal audit has been completed – there were no comments. The Annual Accounts were approved by the Council and signed. The accounting statements for 2012/13 were approved by the Council and recorded as minute reference 6(iv). The annual governance statement was approved by the Council and recorded as minute reference 6(iv)

7. **COUNCILLORS' FEEDBACK**

- (i) **Thaipod:** This local business would like to start trading outside the village shop on a Thursday evening. Ken Harwood agreed to speak to TDC to ascertain whether or not he would need a licence to trade.

- (ii) **Telephone Box in Copthorne Road:** This has been vandalised. BT have been contacted and the telephone box now appears to be operational.
- (iii) **Connells Board on Village Green:** Connells have placed a board on the village green advertising the Blindley Heath Country Fair. **Resolved:** Clerk to send a letter to Connells Estate Agents to inform them that in future any boards will be immediately removed.
- (iv) **A-Boards at end of Wiremill Lane and outside Peacock Lodge:** These boards are not removed at night. **Resolved:** Clerk to send an email to County Councillor Michael Sydney.
- (v) **Bed Centre:** Work is being carried out on the exterior to this building. **Resolved:** Jeremy Clarke agreed to check if planning permission is required for this work.

8. **SURREY HIGHWAY REPAIRS:**

- (i) **A22:** The road surface seems to have sunk on the northbound carriageway of the A22, just before Woodcock Motors. **Resolved:** Clerk to report to SCC
- (ii) **Mormon Temple roundabout:** Tyre tracks on the grass and a damaged sign. Reported to SCC on 19.3.13 Ref 394860. Re-reported 19.4.13.
- (iii) **A22:**
Deep pothole and carriageway breaking up on northbound carriageway, outside Whittington College and opposite Ebor Lodge. Reported 22.3.13 Ref MG00390207. Repaired 24.4.13.
Pothole outside Old Pheasantry. Reported 19.4.13 Ref MG00405946. Repaired.
Pothole outside Peacock Lodge. Reported 19.4.13 Ref MG00405939. Repaired
- (iv) **Crawley Down Road:**
Dip in pavement outside St John's Ambulance building, causing lady to fall. Reported 25.4.13 Ref MG00408961.
Road outside Oak Farm Place had been repaired when checked on 24.4.13. Ref 273209
Drain sunk next to kerb on westbound carriageway, opposite green. Re-reported 25.4.13 - Ref MG00408976
Surface breaking up on westbound carriageway opposite McIvor Close and outside Nos 20/22. Reported 18.2.13 – Ref MG00367131. Repaired when checked on 24.4.13
Surface breaking up on westbound carriageway opposite Village Hall entrance and outside Oaklands. Re-reported 25.4.13 – Ref MG00408984.

Ken Harwood left the meeting.

9. **PLANNING APPLICATIONS**

Planning Meeting held on 18th April 2013 attended by Brian Apps, Jeremy Clarke, Linda Hainge, Joan Harwood, Bridget Huntington and Ian McBryde.

Applications Acknowledged 2nd – 5th April 2013

TA/2013/399: Old Lodge, London Road, Felbridge. Removal of asbestos cladding, recladding and extension to roof over bedrooms 1 and 2. **Resolved:** No Action

Applications Acknowledged 8th – 12th April 2013

TA/2013/424: 65 Copthorne Road, Felbridge. Conversion of garage to habitable accommodation. (Certificate of Lawfulness for a Proposed Use or Development).

Resolved: FPC have no objection to this proposal but would not want to see any future application for a replacement garage.

Parish Council Meeting held on 2nd May 2013

Applications Acknowledged 8th – 12th April 2013

TA/2013/507: Land to r/o 42 Copthorne Road, Felbridge. Erection of 4 dwellings with associated access and parking (Outline Permission). **Resolved:** FPC object to this application as they consider the development is too compressed on the site available resulting in buildings at the minimum acceptable distance against the east, west and south boundaries. FPC believe there will be issues regarding access both during construction and also for fire/refuse vehicles and would ask that the planning officer visits the site during the evening/week-end to assess the number of vehicles parked in the access road. Consideration could be given to extending the proposed southern boundary further south to allow more space on the site. The data from a recent community consultation survey carried out in Felbridge supports more construction of 3-bed dwellings in Felbridge rather than 4/5 bed dwellings. FPC would therefore support reducing the size of these dwellings further.

TA/2013/472: 134 Copthorne Road, Felbridge. Erection of single storey rear extension. **Resolved:** No Action

Applications Acknowledged 15th – 19th April 2013

TA/2013/524: Herons, Wiremill Lane, Newchapel. Erection of single storey extension to side elevation. (Certificate of Lawfulness for a Proposed Use or Development).

Resolved: No Action

Applications Acknowledged 22nd – 26th April 2013

TA/2013/578: Glendale, London Road, Felbridge. Display of 1x3m high free standing non-illuminated advertisement board. (Advertisement consent). **Resolved:** No Action
Ken Harwood returned to the meeting.

10. **CLERK'S REPORT**

- (i) **Precept:** The first half yearly Precept Payment of £7,750 was credited to FPC's bank account on 12th April.
- (ii) **TVSC:** The next network lunch is on 20th June.
- (iii) **Surrey ALC:** The date of the Neighbourhood Planning Event has been changed to 26th June in East Horsley.

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

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

The next Parish Council Meeting will be held on Thursday 6th June 2013 at 7.30pm. A Planning Meeting will be held on 16th May.

The meeting closed at approximately 10.15pm.

RW

23rd May 2013

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