

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 7th February 2013
at 7.30pm in the Village Hall and of the Planning Meetings held on 20th December 2012
3rd and 17th January 2013

Present: Mr Ian McBryde (Chairman)
Mr Brian Apps
Mr Jeremy Clarke
Mrs Linda Hainge
Mrs Joan Harwood
Mr Peter Wickenden
Mr Ken Harwood (District Councillor) – attended part of meeting
Mr Michael Sydney (County Councillor) – attended part of meeting
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – Mrs Bridget Huntington.

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

Councillor Joan Harwood declared a Disclosable Pecuniary Interest in Planning Application TA/2012/1716, the nature of the interest being that she is a neighbour of Fittleworth, Mill Lane. In accordance with the Council's Code of Conduct, she left the meeting whilst this matter was being discussed and voted upon.

Councillor Ian McBryde declared a Disclosable Pecuniary Interest in Planning Application TA/2013/105, the nature of the interest being that he is a neighbour of Balaikita, The Limes. In accordance with the Council's Code of Conduct, he left the meeting whilst this matter was being discussed and voted upon.

Councillor Peter Wickenden chose to leave the meeting whilst Planning Application TA/2013/105 was being discussed and voted upon in order to avoid any perception of apparent or actual bias arising, given that the applicant is a close personal contact.

Councillor Joan Harwood chose to leave the meeting whilst Planning Application TA/2013/115 was being discussed and voted upon in order to avoid any perception of apparent or actual bias arising, given that she knows the owners of Dawn Cottage. There were no further additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 6th December 2012 and the Planning Meeting held on 15th November were approved and signed, subject to the following amendments:- P56/12 4(v) should read "£900 has been received from the Village Hall Committee towards the cost..."; P56/12.4(vii) spelling corrected to "Roshe".

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

- (i) **Queen Elizabeth II Fields:** The Deed of Dedication has been registered at the Land Registry and received by FPC. It was agreed that the plaque should be placed on the FSRA building. **Resolved:** Clerk to speak to Steve Hyder, TDC.
- (ii) **APH:** APH have confirmed that they could provide a service to Felbridge residents who might wish to use their buses to travel to the airport and have set up a survey on their website. A press release has been issued, asking for residents to complete the survey by end February.

- (iii) **Tammy's Thai Restaurant:** Wooden fencing has been erected.
- (iv) **Trees along Crawley Down Road:** TDC agreed to carry out work with their new tree surgeons. **Resolved:** Clerk to send email pointing out that the runners around the base of some of the chestnut trees have not yet been pruned.
- (v) **CCTV Repairs:** Two new connection leads were connected to the wiring for Camera 4 on 10th December at a cost of £118.
- (vi) **Photograph of Queen Elizabeth II:** The official photograph in celebration of the Queen's Jubilee is being framed. Estimated cost £54.70.
- (vii) **What's on Leaflet and FPC leaflet:** Updated copies have been circulated to all councillors. Roshe have agreed to sponsor the reissue which will be delivered to all residents in March with the first edition of Felbridge Focus.
- (viii) **SCC Rights of Way and FPC Involvement:** Clerk sent an email to SCC to confirm that the scheme proposed would not be workable in Felbridge.
- (ix) **HGVs Petition To TDC Local Committee:** Councillor Michael Sydney has confirmed that he has asked SCC Highways to prepare a paper setting out what powers they have to control the roads used by HGVs. This report should be available mid-February and will be distributed to Parish Councils.
- (x) **Hedges:** Clerk has checked the hedge outside Thornhurst in Rowplatt Lane. The school have checked the hedge alongside Cophorne Road. No action is required now but both hedges will be monitored.
- (xi) **Drop down kerb outside No 50 Rowplatt Lane:** Colin Pearse, SCC, has confirmed that the residents have permission.

5. **ONGOING ITEMS**

- (i) **Community Consultation:** Clerk had collated comments from councillors and volunteers, which were discussed at the Planning Meeting on 17th January and a final draft questionnaire agreed, subject to rewording of some questions. The Chairman thanked Jeremy Clarke for all his work on the draft questionnaire, which was circulated. It was agreed that the final draft would be circulated to the volunteer group for their comments on the clarity/wording of the questions. It was also agreed that the questionnaire would be delivered to all residents of Felbridge plus residents of Mid Sussex in Cophorne Road and Crawley Down Road. Jeremy Clark will obtain three quotes for printing 1750 copies.
- (ii) **SCC's Offer of Allocations from Local Committees for Highways Work:** It was agreed that FPC would take no action at this time.

6. **FINANCE**

- (i) **Cheques:** The following cheques were approved and signed:

971	B. Wright	Bus shelter cleaning for Feb 13	£30.00
972	R. White	Clerk's salary for Feb 13	£222.19
973	HM Revenue & Customs	Income Tax for Feb 13	£55.40
974	R White	Office Allowance for Feb 13, Petty Cash for Dec/Jan, £118.08 for CCTV Camera repair, £35 ICO Data Prot.Fee	£249.54
- (ii) **Section 137 Payments:** None
- (iii) **PAYE Real Time:** New Tax Regulations will come into effect after 6th April. The Clerk has registered FPC on the HMRC On-line Employer Database.

7. **HUB PROJECT**

The funding from SCC for 2013/14 has increased according to the agreed formula in the agreement with the Hub Group. There will be an additional urban and rural cut in March 2013. The Hub Group have asked the contractors for a quote to cut the verge up to the bank by the Mormon Temple roundabout, to clear ditches on the road side, and to cut back hedges/trees that overhang the verges.

Ken Harwood joined the meeting.

8. **DFT CONSULTATION**

Ian McBryde agreed to liaise with Ken Harwood and read the consultation document and bring comments to the next FPC meeting .

9. **ANNUAL PARISH MEETING**

It was agreed that Jeremy Clarke would give a presentation on the Community Consultation Survey and what FPC hope to gain from the responses.

10. **EXTENSION TO PAVED AREA BEHIND VILLAGE HALL**

The Playgroup would like to extend the paving in this area and will need funds. It was agreed that the Village Hall Committee should discuss this at their next meeting, contact TDC for permission and prepare a bid for the TDC Local Committee for funds.

11. **COUNCILLORS' FEEDBACK**

- (i) **Highways:** As from 1st April SCC will be taking a different approach. Traditionally SCC have spread work out over the whole county which involves moving heavy machinery around. With the current contractors, SCC will carry out work by area. As Tandridge has the worst roads in the county, this will be the first area where surface dressing will take place. This work will take most of the first year. FPC welcome this announcement but the Chairman asked Councillor Sydney to pass on FPC's concerns regarding repairs and surface dressing done previously which is already breaking up and appears not to have been done properly. Councillor Sydney will send FPC a list of roads in Felbridge that will be repaired.
- (ii) **SCC Purchasing:** SCC are now part of a group of 7 South East Authorities who are saving approximately 4% by better purchasing as a group.
- (iii) **Lingfield Library:** The Charity Commissioners have agreed that SCC can hand over the building to local trustees. The trust will be responsible for the Guest House and will negotiate the details of the library service with SCC.
- (iv) **Japanese Knotweed:** The occurrence of Japanese knotweed behind the Woodcock Inn was notified to SCC by the Hub Group last year and no action has been taken. **Resolved:** Councillor Sydney agreed to follow up with SCC. Councillor Sydney left the meeting.
- (v) **Village Hall Carpark:** This was badly flooded. The drains have been cleared and TDC will arrange for the ditch to be cleared so that the outfall is not blocked.
- (vi) **Conversion of Offices to Residential to be permitted development:** The letter from TDC was discussed. **Resolved:** It was agreed that the Clerk should reply to TDC asking them to consider including Snow Hill Business Centre as an exemption on the same grounds as Hobbs Industrial Estate.
- (vii) **Fingerpost on Village Green:** A resident has asked for a pointer towards the church. It was agreed that this is not possible as the church is not visible from the green.

- (viii) **Drain Cover in front of Village Hall:** The broken cover was replaced with a pedestrian weight cover. When vehicles pull off the kerb to park on the grass it is difficult to see the drain cover. **Resolved:** Clerk to ask TDC to fit a vehicle weight cover.
- (ix) **Flood Survey:** The Environment Agency are responsible for the Furnace Wood and Hedgecourt lakes and check the water level regularly.
- (x) **Scouts Minibus:** This has been purchased and seen by Linda Hainge.
- (xi) **Expenses:** Councillors were asked to submit claims for expenses by end February.
Ken Harwood joined the meeting
- (xii) **Surrey Police Commissioner:** Ken Harwood attended a meeting on 5th February with the new Police Commissioner.
- (xiii) **Communication Hubs:** Following the article in the EG Courier there are now 27 email communication hubs in Felbridge. Any resident wishing to join a hub should contact Ken Harwood.

12. **SURREY HIGHWAY REPAIRS:**

- (i) **Rowplatt Lane:** Road sinking around drain cover in centre of road. Ref 273197. Surrey Highways will re-inspect.
- (ii) **Rowplatt Lane:** Road sinking around drain opposite No 3. Ref MG00367124. Reported 18.2.13
- (iii) **Crawley Down Road:** Surface breaking up on westbound carriageway opposite McIvor Close and opposite Village Hall entrance and on eastbound carriageway opposite Nos 20/22. Ref MG00367131. Reported 18.2.13
- (iv) **A22:** Pothole outside Peacock Lodge on northbound carriageway repaired wc 11th Feb 13.
- (v) **Rowplatt Lane:** Potholes opposite Nos 12, 17 and One Oak repaired wc 11th Feb 13.
- (vi) **Copthorne Road:** Potholes on westbound carriageway between 2 entrances to Furnace wood. Ref MG00367189. Reported 18.2.13
- (vii) **Copthorne Road:** Drains on westbound carriageway between Rowplatt Lane and county boundary. Some blocked – Ref MG00367198. Some road broken up around drain cover. Huge hole around double manhole outside No 114 – Ref MG00367212. Reported 18.2.13
- (viii) **Copthorne Road:** Tree fallen onto verge at eastern entrance to Furnace Wood and large bush fallen across pavement opposite entrance to Domewood. Reported to S.Cunnah/C Pearse 18.2.13.
- (ix) **A22:** Bush fallen into road opposite entrance to Kennels. Reported to S Cunnah/C Pearce 18.2.13.

Mr Ken Harwood left the meeting.

13. **PLANNING APPLICATIONS**

Planning Meeting held on 20th December 2012 attended by Jeremy Clarke, Brian Apps, Linda Hainge, Joan Harwood, Ian McBryde, Bridget Huntington.

Applications Acknowledged 3rd – 7th December 2012

TA/2011/1653: Unit 33A – 33E, Hobbs Industrial Estate, Newchapel. Erection of industrial building. **Resolved:** No Action.

TA/2012/1545: Homestead, Mill Lane, Felbridge. Erection of two storey rear extension, roof alteration over existing garage. **Resolved:** No Action.

TA/2012/1553: The Church of Jesus Christ of Latter Day Saints, The London Temple, West Park Road, Newchapel. Replacement of external chiller units and air handling unit in enlarged chiller pit. **Resolved:** No Action.

Applications Acknowledged 10th – 14th December 2012

TA/2012/1543: Beaver Farm, Eastbourne Road, Newchapel. Display of 1 x hoarding sign and 3 x directional signs. (Retrospective) **Resolved:** FPC believe that the size and quantity of signs being applied for are not in keeping with the rural environment.

TA/2012/1559: Brooknook, Lake View Road, Furnace Wood. Erection of 1 dwelling. **Resolved:** FPC object to this application as it is inappropriate development in the Green Belt.

Applications Acknowledged 17th – 28th December 2012

None in Felbridge

Planning Meeting held on 3rd January 2013 attended by Brian Apps, Ian McBryde, Peter Wickenden, Linda Hainge and Jeremy Clarke.

Applications Acknowledged 3rd – 7th December 2012

TA/2012/1344: Former Gatehouse, The London Temple, West Park Road, Newchapel.

Resolved: No Action.

Planning Meeting held on 17th January 2013 attended by Ian McBryde, Jeremy Clarke, Peter Wickenden, Joan Harwood, Brian Apps and Bridget Huntington (part meeting).

Applications Acknowledged 31st December 2012 – 4th January 2013

TA/2012/1638/TPO: 8 Springfield Gardens, Felbridge. TPO 10, 2006 (T) – Fell 1 Oak tree and replant. **Resolved:** FPC would support the TDC Tree Officer's opinion.

TA/2012/1656: The Plantation, West Park Road, Newchapel. Use of land for stationing of two storey mobile home. **Resolved:** FPC object to this application as it is inappropriate development in the Green Belt.

Applications Acknowledged 7th – 11th January 2013

TA/2012/1368: Crawley Down Garage, Snow Hill, Crawley Down. Display of 4 x internally illuminated fascia signs, 1 x internally illuminated entrance sign and 2 x internally illuminated pylon signs (advertisement). **Resolved:** No Action.

Parish Council Meeting held on 7th February

Applications Acknowledged 14th – 18th January 2013

TA/2012/1716: Fittleworth, Mill Lane, Felbridge. Erection of detached double garage, formation of hard surface and installation of 1.3m high post. **Resolved:** FPC would prefer to see the proposed garage further from the front boundary to enable vegetative screening. Due to the poor plan scale, it is difficult to determine the exact distance.

TA/2012/244: Hazeldene, West Park Road, Newchapel. Formation of 60m x 30m sand school with 1m high post and rail fencing. **Resolved:** No Action

Applications Acknowledged 21st – 25th January 2013

TA/2013/45: 97 Cophorne Road, Felbridge. Demolition of existing garage. Erection of two storey side extension, front porch and detached double garage to front of property. **Resolved:** FPC object to this application. Although the planned extension is 1 metre from the boundary, FPC feel that a two storey building is detrimental to the neighbouring property due to the overbearing nature of the building and the windows on the side elevation. The proposed building is also inappropriately large in relation to the width of the plot. FPC would like to see a narrower side extension, such that the extent of the building is further from the boundary.

Applications Acknowledged 28th January – 1st February 2013

TA/2013/115: Dawn Cottage, Stubpond Lane, Newchapel. Demolition of existing and erection of replacement bungalow. **Resolved:** No Action

TA/2013/105: Balaikita, The Limes, Felbridge. Demolition of existing conservatory and erection of replacement conservatory. **Resolved:** No Action

Ken Harwood returned to the meeting.

14. **CLERK'S REPORT**

- (i) **Precept:** As Parish Council Precepts are not capped for 2013/14, FPC have requested a Precept of £15,500.
- (ii) **Felbridge Luncheon Club:** A letter of thanks has been received for FPC's donation towards their Christmas lunch.
- (iii) **TVSC:** The next Network Lunch will be held on 14 February in Lingfield.
- (iv) **Surrey ALC:** Surrey Local Council's Forum will be held on 21st May at Dorking Halls.
- (v) **River Eden Catchment Improvement Workshop:** Ken and Joan Harwood agreed to attend this meeting on 27th February.
- (vi) **TDC Planning Training:** Peter Wickenden and Ian McBryde agreed to attend a training session on 20th February at the Centenary Hall, Smallfield.

15. **BUSINESS FOR NEXT MEETING**

Councillors to send items to Clerk by end February.

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

The next Parish Council Meeting will be held on Thursday 7th March 2013 at 7.30pm. A Planning Meeting will be held on 21st February.

The meeting closed at approximately 10.10pm.

RW

19th February 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.