



FELBRIDGE PARISH COUNCIL

Meetings are held on the first Thursday of each month (except January and August)
at 7.30pm in Felbridge Village Hall

Minutes of the Felbridge Parish Council Meeting held on 1st May 2025 **at 7.30pm in the Committee Room at Felbridge Village Hall**

Present:

Cllr. Jeremy Clarke (Planning Chairman)
Cllr. Jane Groom
Cllr. Stephen Hall (Chairman)
Cllr. Bridget Huntington
Cllr. Nigel Lea
Cllr. Ian McBryde

In attendance:
Mrs. Patricia Slatter, Clerk to Felbridge Parish Council

1. APOLOGIES FOR ABSENCE

County & District Councillor Lesley Steeds, District Councillors Nicholas White and Nicola O'Riordan and Cllr. Alex Horwood

2. DISCLOSURE OF PECUNIARY AND OTHER INTERESTS

None in addition to those which were previously disclosed

3. APPROVE MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting held on Thursday 3rd April were approved and signed.

4. CHAIRMAN'S REPORT

Speedwatch: Cllr. Hall reported that training had now been completed and that fifteen vehicles had been found speeding on Crawley Down Road within a short period of time.

5. **FINANCE**

(i) Receipts and Payments for April 2025

Date	To / From	Description	Amount	Current Account	Deposit Account
31 March		Brought Forward		19491.73	£5539.50
		Receipts			
4 April	TDC	Precept 1	£17500.00	17500.00	
17 April	TDC	CIL 24 Rowplatt 1	£9387.80	9387.80	
22 April	Felbridge Country Fair Group (closed)	Transfer of funds for community use by FPC	£3564.64	3564.64	
		Total Receipts	£30452.44	30452.44	
		Sub-Total		49944.17	
		Payments			
7 April	Cloud Next	Email Hosting	£59.98	-59.98	
7 April	SLCC	Annual Membership	£190.00	-190.00	
7 April	Surrey ALC	Annual Membership	£832.39	-832.39	
7 April	WRH	Bus Shelter Cleaning March	£45.00	-45.00	
9 April	NEST	Pension	£252.89	-252.89	
29 April	Lloyds Bank	Service Charges	£4.25	-4.25	
		Total Payments	£1384.51	-1384.51	
		Bank Account Totals c/f		£48559.66	£5539.50
30 April	Available Funds - Current a/c plus Deposit a/c			£54099.16	
30 April	Allocated Reserves - bus shelter £5K			-£5000.00	
30 April	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£49099.16	
Current Account statement was circulated to councillors on 30 April 2025, along with the above record of receipts and payments, for transparency and confirmation of accuracy					

(ii) **Approval of Annual Governance Statement 2024-25 Approved:** The Annual Governance Statement was approved and signed by the Chairman and Clerk

(iii) **Approval of Accounting Statements 2024-2025: Approved:** The Accounting Statement was approved and signed by the Chairman having already been signed by the Clerk/Responsible Finance Officer
Action: Clerk to prepare and submit financial documents to the External Auditor

(iv) **Internal Auditor Report:** The new Internal Auditor carried out a comprehensive audit of finances and processes and in his summary reported that “the systems and internal procedures at Felbridge Parish Council are well established and followed”.

(v) **Unity Trust Bank:** Documents and cheques have now been submitted. Awaiting any requests for further information.

(vi) **CIL Income and Expenditure:** Initial payment from the 24 Rowplatt Lane development has been received. The annual CIL Report has been submitted and the TDC CIL department have been asked to correct their figures to match FPC’s audited records which are available on the FPC website.

(vii) **Donation of Funds:** £3600 has been donated by the disbanded Felbridge Country Show group to be used to benefit the community and/or community groups. **Resolved:** It was agreed to allocate £1.2K for the current financial year and for the remaining £2.4K to be placed into an allocated reserve for community expenditure.

(viii) **Review of Grant Budget for 2025-26 Resolved:** It was agreed to increase the S137 Grants budget for the current financial year by £1200.

(ix) **Funding Application from 1st Felbridge (St. Johns) Guides:** An application was received for funding towards the cost of replacement camp fridges, cookers, over and a boiler. **Resolved:** It was agreed to approve a £1K grant. **Action:** Clerk to progress

(ix) **Funding Application from St. Catherine’s Hospice: Resolved:** It was agreed to approve a £500 grant to St. Catherine’s Hospice. **Action:** Clerk to progress

6. VILLAGE MAINTENANCE

(i) **Highways Grass Verge Cutting:** Third urban cut is scheduled for early June. A rural cut is scheduled for completion by early August.

7. COUNTY/DISTRICT COUNCILLOR REPORT

Highways/Rowplatt Lane Chased Surrey Highways again regarding Rowplatt Lane. Highways say they will bring forward the consultation. Some funds available from her 2026-27 Allocation but FPC will be asked to use CIL funds too. It is likely to be six to twelve before any works take place if approved.

Unitary Authority: Meetings continue regarding Unitary Authority. Surrey will be confirming their preference for two UAs at their meeting on 7th May so their proposals can be put forward by the 9th May deadline.

SCC Spring Clean – Have requested that the footpath from the Star Inn to Mill Lane is cleared as part of the SCC Spring Clean. This will include reinstating the grass verge damaged by flooding cause by the blocked drain facing the Village Green.

8. DISTRICT COUNCILLOR REPORTS

Cllr. White

Nothing new to report

Cllr. O’Riordan

No report submitted

9. COUNCILLORS’ REPORTS/UPDATES

Copthorne Road Footpath: Cllr. Huntington reported that while the section of footpath near the drain was currently passable, it was hoped that Highways would clear it properly before the autumn.

Blocked Drain on A22: Cllr. McBryde has again reported the drain on the A22 which is regularly blocked

Verges on A22: Cllr. McBryde noted that the verges on the A22 were becoming quite overgrown but the next rural cut was not scheduled until July.

Overgrown Hedge on A264: Cllr. Lea reported that the school hedge along the A264 was overgrown and impeding access to the narrow footpath. It was noted that the school arranged for the hedge to be cut at the end of term.

Crawley Down Road Sign: Action: Clerk to follow up on request for damaged sign to be repaired or replaced.

Overflowing Drain by Star Pub: Cllr. Groom has monitored the drain and it appears to have been repaired by the management.

Litter Pick: Cllr. Groom had carried out a litter pick from the Star Junction along the A22 and planned more picks along with Cllr. Huntington.

Plot Clearance off A22: Cllr. Clarke reported that a plot had been cleared and surface dressing put in place on a site for which no planning application has been submitted. Action: Cllr. Clarke to report to TDC Planning Enforcement and ask that they investigate.

Cllr. McBryde left the meeting

10. SURREY HIGHWAYS/RIGHTS OF WAY/TDC MAINTENANCE REPORTS

Drainage Ditch along Crawley Down Road: Has not yet been cleared by TDC

Playground Replacement Fence and Path Repairs: FPC approved CIL expenditure to carry out these works. The Clerk is waiting for TDC to respond to give approval since they own the land. Action: Clerk to follow up to ensure works can be carried out without delay.

Advertising Signs: A driveway company have failed to remove advertising signs place on a pallet on Rowplatt Lane and fixed to fences on the Copthorne Road despite being advised that they were in breach of a by-law. Since the signs have now been in place for more than six weeks, the Clerk has reported the breach to Surrey Highways and Tandridge District Council.

11. PLANNING

(i) Applications in Felbridge

Applications considered at the meeting:

2025/343 Land Between The Laurels and Oakview, Felbridge, RH19 2QZ

Felbridge Parish Council have carefully considered this application and the Inspector's reasons for refusal of the previous application and object to this application on the grounds that it is no longer a sustainable site for more affordable housing as a result in the reduction of the bus services along the A22. The Metrobus website shows that the 485 is the only service to run along the A22 in the direction of Lingfield. The nearest bus stop to the proposed site is The Old Pheasantry which is accessed via a narrow footpath along Woodcock Hill. The service runs from that stop to the Snow Hill crossroads and return only three or four times a day between Monday and Friday only. There is no service at weekends or on bank holidays. There is no option to change to a different service at Snow Hill since the times don't correlate with other services. It is therefore impossible to use public transport to access Lingfield, Caterham or Godstone.

(ii) Adjoining Planning which may affect Felbridge

Nothing which directly affects Felbridge

(iii) MSDC Development on Felbridge Border

FPC responded to the Surrey Highways statement that they did not have the power to enforce improvement works to the Star Junction confirming that they were given those powers by the Inspector when the appeal was allowed. There was no response.

12. CLERK'S REPORT

Business Advertising: Company have refused to remove an advertising fixed to a pallet which had been left on the grass verge on Rowplatt Lane. Report has therefore been submitted to Surrey Highways who will remove the pallet and sign and record the breach.

Proposed Development on Effingham Road: Resident emailed to say that local properties were not consulted. Referred to Planning Officer.

School – Asked why markings have appeared on the grass and pavement outside the school but have no information.

Gullege Bridleway Repairs: Resident asked when the culvert/bridge would be repaired. Responded that the area is in Sussex but that Cllr. Ian Gibson has said that he is chasing up the repair with WSCC.

Correspondence: Queries regarding markings on footpath and road on Crawley Down Road but no information available; Complaints about speeding and parking and booking information for Felbridge Village Hall which are passed direct to the Bookings Secretary.

13. BUSINESS FOR NEXT MEETING

14. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

The next full meeting will take place on Thursday 5th June. A planning meeting is scheduled for Thursday 15th May.

The meeting closed at approximately 2100.

Patricia Slatter

Clerk to Felbridge Parish Council

www.felbridge-pc.org.uk

