

# **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 2019** **at 7.30 pm in Felbridge Village Hall**

Present:

Cllr Georgina Chapman (Chairman)

Cllr. Joan Harwood

Cllr. Jo King

Cllr. Lesley Steeds (County Councillor)

Mrs. Patricia Slatter (in attendance)

Cllr. Jeremy Clarke

Cllr. Bridget Huntington

Cllr. Ian McBryde (Vice-Chairman)

### **1. APOLOGIES FOR ABSENCE**

Received from District Councillor Ken Harwood

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

No additions to those already registered.

### **3. APPROVE MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council Meeting held on Thursday 4<sup>th</sup> July 2019 were approved and signed.

### **4. VILLAGE MAINTENANCE**

#### **(i) Grass Cutting:**

Contractors appointed by Felbridge Parish Council have completed two full cuts with a third to follow in October. It was noted that Surrey Highways' contractors had not cut any grass in the village since May. **Resolved:** Councillors would like confirmation from Surrey Highways that their contractors are not being paid for works not delivered at a time when their resources were being reduced due to a lack of funding. **Action:** Clerk to email County Councillor Steeds to ask her to raise this matter with Surrey Highways.

(ii) **Fallen Tree Removal:** A fallen tree which had been reported to the Rights of Way team at Surrey County Council is still blocking a footpath off Mill Lane. **Action:** Clerk to get a quote for removal so the footpath is made accessible again.

(iii) **Gate by Birch Grove:** Gate has been delivered to contractor and will be installed w/c 8<sup>th</sup> September.

(iv) **Off Road Footpaths:** Overgrown footpaths 261, 263, 286 and the damaged stile on 258 were reported to the Rights of Way team at Surrey County Council in June but they are unlikely to take action due to budget restrictions **Resolved:** Councillors will consider using CIL funds for clearance works to make off road footpaths accessible to residents again and encourage and enable their use. **Action:** Councillors to advise which footpaths should be prioritised and report back to next meeting.

## 5. FINANCE

### (i) Receipts and Payments for July and August 2019

Date	To / From	Description	Amount	Current Account	Deposit Account
1 July		Brought Forward		£27281.82	£25,026.20
		<b>Receipts</b>		Nil	
		Sub-Total		£27281.82	
		<b>Payments</b>			
8 July	Clerk	Replacement Cheque June Payroll	£1105.01	-£1105.01	
10 July	Councillor	Flood Warning Signs	£15.00	-£15.00	
10 July	Tandridge DC	Uncontested Election Fee	£125.00	-£125.00	
11 July	Vanbergen	Pension Set Up Fee	£120.00	-£120.00	
11 July	SSALC	Councillor Training Course	£420.00	-£420.00	
11 July	Surrey ALC	Annual Subscription	£688.80	-£688.80	
11 July	HMRC	Tax & National Insurance	£384.23	-£384.23	
16 July	Cleaner	Bus Shelter/Frame Cleaning	£50.00	-£50.00	
26 July	Hire-A-Loo	Temporary Toilet Hire	£27.46	-£27.46	
29 July	DD - NEST	Pension Payment	£185.03	-£185.03	
		Sub-Total	£3120.53	-£3120.53	
		<b>Transfers</b>	Nil		
31 July		Carried Forward		£24161.29	£25,026.20
		Add Unbanked Transactions	Nil	£0	
		Bank Balances pending unbanked transactions		£24161.29	£25,026.20
31 July	Available Funds - Current a/c plus Deposit a/c excluding unbanked transactions ( <b>includes CIL revenue of £22669.03</b> )			£49187.49	
31 July	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
31 July	General Reserve (Available Funds minus Allocated Reserves)			£23187.49	
The balances for both the current and deposit accounts were verified against the latest online bank statements and signed by the Chairman as accurate.					

Date	To / From	Description	Amount	Current Account	Deposit Account
1 Aug		Brought Forward		£24161.29	£25,026.20
		<b>Receipts</b>		Nil	
9 Aug	Lloyds Bank	Interest	2.05		2.05
		Sub-Total		£24161.29	25028.25
		<b>Payments</b>			
5 Aug	Clerk	July Payroll	£1059.92	-£1059.92	
9 Aug	DD - NEST	Pension Payment	£136.82	-£136.82	
13 Aug	Cleaner	Bus Shelter Cleaning	£40.00	-£40.00	
19 Aug	HMRC	Tax & National Insurance July	£396.15	-£396.15	
		Sub-Total	£1632.89	-£1632.89	
		<b>Transfers</b>	Nil		
31 Aug		Carried Forward		£22528.40	£25,028.25
		Add Unbanked Transactions	Nil	£0	
		Bank Balances pending unbanked transactions		£22528.40	£25,028.25
31 Aug	Available Funds - Current a/c plus Deposit a/c excluding unbanked transactions ( <b>includes CIL revenue of £22669.03</b> )			£47556.65	
31 Aug	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
31 Aug	General Reserve (Available Funds minus Allocated Reserves)			£21556.65	
The balances for both the current and deposit accounts were verified against the latest online bank statements and signed by the Chairman as accurate.					

(ii) **Section 137 Payments:** A request was made by the Safe Drive Stay Alive initiative run by the Fire and Rescue Service who make presentations at schools across the area. **Expenditure Approved:** Councillors agreed a £100 donation. **Action:** Clerk to progress.

Notices advising residents how to submit a claim for a donation were posted both on the Village Hall noticeboard and on the website.

(iii) **Clerk Training:** Agreed: Councillors agreed the Clerk's request to attending training courses on VAT and End of Year Finance organised by the Society of Local Council Clerks. **Expenditure Approved:** Total expenditure of £140 was approved.

## 6. **COUNCILLORS' REPORTS**

- (i) **Dog Fouling Signs:** **Action:** Cllr. Clarke to circulate to all councillors.
- (ii) **Road Signs:** Old road signs along the A22 and A264 have now been removed.
- (iii) **Flower Seeding on Grass Verges:** Cllr. King suggested that some areas of Felbridge might be suitable for flower seeding instead of grass cutting where sight lines were not a problem. **Action:** Clerk to investigate.
- (iv) **Fallen Tree, Furnace Wood:** Has now been removed
- (v) **Transport Plans for New Developments:** Felbridge Parish Council wish to be consulted on the transport plans for the three developments allowed on appeal with access roads in Felbridge. **Action:** Clerk to liaise with TDC and MSDC and report on progress.
- (vi) **Furnace Wood Sight Lines:** Cllr. Clarke has reported that although sight lines for pedestrians should be 120m, at the crossing point for the bus stop on the Copthorne Road sight lines are just 20m. **Action:** Cllr. Clarke to raise with Surrey Highways
- (vii) **Planning Enforcement:** Officers have visited a property in Furnace Wood in response to reports that high numbers of vehicles are being parked in breach of a planning agreement. **Action:** Clerk to monitor
- (viii) **Transport Consultation:** Cllr. Clarke suggested that it would be useful for Surrey Highways to share the queue modelling data compiled for use in recent planning appeals. **Action:** Cllr. Clarke to email County Councillor Steeds to ask for data to be made available.

7. **COUNTY COUNCILLOR REPORT** County Councillor Lesley Steeds reported she was liaising with District Councillor Ken Harwood to sort out the confusion surrounding ownership of verges in Mill Lane. There had been conflicting information supplied by Surrey Highways officers. Councillor Steeds has also arranged a meeting with the local Highways Officer to look at ongoing Highways issues such as the road surface on Woodcock Hill and at the Star Junction.

## 8. **SURREY HIGHWAYS:**

**Recent Reports:** Damaged road sign outside the Star Inn had been reported by Cllr. Huntingdon and the local Highways Officer has ordered a new sign.

**Rowplatt Lane:** Councillors considered a report prepared by the Clerk following residents' concerns at the increase in HGVs using Rowplatt Lane as a cut through and the impact of additional development on the road. Double yellow lines coming back 10m only from the Copthorne Road junction were also considered due to the number of vehicles causing an obstruction by parking too close to the junction. **Resolved:** Councillors agreed that designating the road as 'Unsuitable for HGVs' was a preferred option. While not solving the problem, it may discourage those using the road to avoid traffic jams on the Copthorne Road. **Action:** Clerk to arrange site meeting with County Councillor Steeds and the local Highways Officer to seek their advice on the options available and report back to councillors.

## 9. **PLANNING**

### (i) **Applications in Felbridge**

**Applications Considered at the Planning Meeting on 18<sup>th</sup> July 2019** attended by Cllr Clarke, Cllr. Joan Harwood, Cllr. Huntington and Cllr. King.

**TA/2019/1117** The Cherry House, 3, Tithe Orchard, Felbridge, RH19 2PH. Single storey front and two storey side and rear extensions. **Resolved:** No Action

**TA/2019/1076** Two storey side extension, patio area to rear with ramps and handrail. **Resolved:** Felbridge Parish Council believe the purpose for the extension represents very special circumstances.

**TA/2019/1158** Edenbrook, Wire Mill Lane, Newchapel. RH7 6HJ Demolition of existing substandard dwelling, construction of a new 3-bedroom one and a half storey dwelling. **Resolved:** Felbridge Parish Council support this application and consider that it will not be detrimental to the Green Belt. We support the environmental sustainability of this proposal.

**TA/2019/1153** Toby Cottage, Domewood, Copthorne RH10 3HD Extension to garage to provide a car port. **Resolved:** No Action.

**Applications Considered at the Planning Meeting on 1<sup>st</sup> August 2019** attended by Cllr Clarke, Cllr. Joan Harwood, Cllr. Huntington and Cllr. King.

**TA/2019/1214** Newhaven, Effingham Road, Copthorne, RH10 3HY. Newhaven, Effingham Road, Copthorne RH10 3HY. Single storey side extension. **Resolved:** No Action

**TA/2019/1217** 146 Copthorne Road, Felbridge, RH19 2PD Demolition of existing separate annexe building in side garden and construction of a new detached two storey chalet style 3/4 bedroom dwelling. **Resolved:** FPC have no objection to an additional property within the defined village. We are concerned about the narrow distance between the proposed house and the existing which will give a near continuous built form at the edge of the village. We would prefer to see a larger gap between them and the new dwelling to be deeper to provide the same footprint. FPC are also concerned about the proposed dominant double apex frontage depicted on page 10 of the Design and Access Statement which will visually dominate the neighbouring property. We prefer the visualisation image 3.9.1 on the same page which is less dominant and a suitable compromise.

**Applications Considered at the Planning Meeting on 15<sup>th</sup> August 2019** attended by Cllr Clarke, Cllr. Joan Harwood and Cllr. Huntington. Two members of the public were in attendance.

**TA/2019/1264** Pixiewood, Rowplatt Lane, Felbridge, RH19 2PA. Erection of 4 bedroom dwelling with detached garage and associated hard and soft landscaping. **Resolved:** Felbridge Parish Council very strongly object to this inappropriate development in the green belt. The previous application on the Pixiewood site took up all the existing built volume and the maximum permitted expansion. Thus, this proposal for a further dwelling and garage within the former site is inappropriate with no very special circumstances.

**TA/2019/1156** Park Stables, London Road, Felbridge, RH19 2RA. Demolition of existing barn and stables. Erection of detached outbuilding comprising of No.4 stables, tack room and feed store.

**Resolved:** No Action

**TA/2019/1112** 28 Crawley Down Road, Felbridge, RH19 2PP. Brick wall and gate to front.

**Resolved:** Felbridge Parish Council have no objection to the proposed wall and gate. Councillors would like to point out that the areas labelled 'front lawn' on the plan are in fact part of the Common Land and not part of the property. The Land Registry Plans included with the application clearly state that they cannot be used to determine the property boundaries.

**Applications considered at the full Parish Council meeting.**

**TA/2019/1448** Fairacres, 23 The Plantation, West Park Road, Newchapel, RH7 6HT. Variation of condition 2 of planning application TA/2001/P/1123 dated 18 March 2002 to allow re-wording to reflect the definition of travelling show people. **Resolved:** No Action

**TA/2019/1426/TPO** 1A, The Glebe, Felbridge, RH19 2QT. Various tree management works.

**Resolved:** No Action.

**TA/2019/1453** 11A Crawley Down Road, Felbridge, RH19 2NT. Demolition of existing property and erection of 1 x two storey, 2-bed, detached dwelling house and the associated construction of a new access off Crawley Down Road. **Resolved:** Felbridge Parish Council note that in the Flooding Report there is no mention of recent issues with sewage and flooding in this area. There was a significant incident in June which affected in the region of thirty properties on that side of the Crawley Down Road. Further investigation is needed to ensure that this is properly addressed. Felbridge Parish Council are concerned about the statement regarding water usage being restricted per person per day without measurement or information on where this water would be discharged to. There are ongoing concerns in this area relating to drainage which Felbridge Parish Council consider need investigation.

**TA/2019/1403** 48 Crawley Down Road Felbridge RH19 2PS. Outline planning application for the construction of ten dwellings, each with a garage, with vehicular access provided via the existing access onto Crawley Down Road. To include the demolition of the existing dwelling house and ancillary structures **Resolved:** Felbridge Parish Council strongly objects to the application for the demolition of the existing house and construction of ten new dwellings on this site. The application has been made on the basis that it is a revision of the previous application (2018/2153). However, that application has now been dismissed on appeal, but in any event the scheme that is the subject of this application (or revision) is substantially different, yet no new Planning, Design and Access Statement has been submitted. An application for the construction of seven new houses was dismissed on appeal (APP/M3645/W/19/3225837) on 12<sup>th</sup> August 2019. The Inspector, in para.31, stated *“When taken together, the considerations being put forward [by the applicant] in favour of the development would not be sufficient to clearly outweigh the harm to the Green Belt and other harm. Consequently, the very special circumstances necessary to justify inappropriate development in the Green Belt do not exist”*. In his conclusion the Inspector went on to say, *“the proposal would constitute inappropriate development in the Green Belt and significant harm would be caused to openness. This is a matter to which I afford substantial weight”*. The present application does not address any of the matters upon which the previous application was dismissed. In fact, the construction of ten houses rather than seven (43% increase) will further damage the openness of the Green Belt and will create a significantly greater visual prominence than the existing development. The application is ‘inappropriate development in the Green Belt’. The National Planning Policy Framework (para.143) and the Local Plan Policies are specific in protection of the Green Belt unless ‘very special circumstances’ exist for a case to be made for development. FPC sees no evidence of ‘very special circumstances’ in the documents submitted by the applicant. The site does not form part of the Defined Village of Felbridge, the boundary of which is approximately 42 metres at its closest point to the east and is clearly separated from the village by open land. Therefore, the applicant’s contention that this is an infilling of a developed frontage does not hold water. The Applicant’s Planning, Design and Access Statement, previously submitted, refers to other sites in Crawley Down Road that have been the subject of development. The applicant should be aware that the developments straddle both Tandridge and Mid Sussex. The dwellings themselves are built within the Mid Sussex area and therefore do not compromise the Tandridge Green Belt. The applicant also refers to 36-38 Copthorne Road where one house was demolished and eight new dwellings constructed. However, this site is within the Defined village area so a comparison cannot be drawn between this location and the subject site. Felbridge Parish Council firmly believe that there are no ‘very special circumstances’ to support the application and therefore request that the application is refused.

(ii) **Applications Received by Neighbouring Authorities**

None which directly impact Felbridge.

(iii) **Appeals:** None in this period.

## 10. CONSULTATIONS:

### **Tandridge District Council consultation on Litter and Dog waste bin replacement programme.**

Felbridge Parish Council welcomed Tandridge District Council's consultation on the replacement of litter and dog waste bins and the subject was discussed. **Resolved:** Felbridge Parish Council agreed the following response:

**Existing Service:** It was noted that the existing service provided by TDC for emptying and maintaining bins was excellent. By helping reduce the amount of litter in the village this quality service will in turn reduce the amount of resources needed for litter collecting.

**One Bin For All:** Councillors have deep reservations on this option. It was noted that not all dog waste bags were properly tied and that on occasions they split. While existing dog bins have a full lid with a deep overhang, standard litter bins are open. Placing dog waste in standard bins could be a health hazard if people inadvertently get dog waste on their hands when depositing litter and the open design could create issues with smell and potentially with flies. Both of these issues could result in a reduction in the use of litter bins. Parents, for example, would be less likely to encourage their children to use litter bins if the bins contain dog waste.

**Dog Waste Bin Location:** Since existing dog waste bins are located in areas where people walk their dogs, this will often be on less busy off-road footpaths and away from more populated areas. Removing dog waste bins from these areas could create a dog waste problem which is not currently a major issue in Felbridge. Felbridge Parish Council are investigating using CIL funds to clear off-road footpaths which have become overgrown and less accessible due to a lack of maintenance by SCC. Doing so will increase the use of these footpaths both by dog walkers and pedestrians so FPC would have serious reservations about any reduction in bins in these locations. Enabling and encouraging residents to make more use of these footpaths is part of a wider environmental strategy being drafted by our Chairman.

**Litter Bin Location:** It was noted that on paper some locations may appear to have an excess of litter bins. The example given was that the Village Hall grounds have three bins within a comparatively small area. However these are all well used since the locations are near to access points and the area is one of the busiest in the village. There is only one dog bin in this area which was deliberately located on the footpath outside the Village Hall grounds so well away from play and recreation spaces.

**Value For Money:** Although the benefits were noted, there were questions raised on the financial viability of a single replacement programme. It was suggested that a rolling replacement schedule might spread the cost and the work while achieving the same outcome.

Felbridge Parish Council request that they are consulted prior to any final decision being taken on any reduction or relocation of bins in Felbridge so that their local knowledge can be shared with officers.

**Action:** Clerk to send response to Tandridge District Council

## 11. CLERK'S REPORT

(i) **Safe Drive Stay Alive VIP Presentation 2019:** An invitation had been received for a representative from Felbridge Parish Council to attend the presentation on Thursday 7 November 2019 at Dorking Halls. **Action:** Since this date clashes with a full Parish Council meeting, the Clerk was asked to find out if an alternative date was available since Cllr. King was interested in attending.

### (ii) **Parking at Copthorne Road/Rowplatt Lane**

Emails/calls to four companies who were asked to move vehicles causing an obstruction. Two were parked across the grass verge on the Copthorne Road blocking the footpath.

(iii) **Correspondence:** Residents had raised concerns regarding trees overhanging the Crawley Down Road; speeding traffic next to Wheelers Way and residents using cones to reserve parking spaces.

12. **PARISH COUNCILLOR VACANCY:** Since there had been no response to the previous advertisement for the vacant councillor position, it was agreed to advertise again in the Spring so that any interested parties could be invited to attend the Annual Parish Meeting or attendees could be invited to register an interest. **Action:** Clerk to progress.
  
13. **BUSINESS FOR NEXT MEETING:**  
Planned Junction Improvement Plans for A22/A264 Star Junction following approval of three new developments in the immediate area.  
Second Quarter Finance Update  
Sustainable Living
  
14. **DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS**  
The next Parish Council meeting will take place on Thursday 3<sup>rd</sup> October at 7.30pm in the Committee Room. Planning Meetings are scheduled to take place on Thursday 19<sup>th</sup> September. The meeting closed at approximately 2150

Patricia Slatter  
Clerk to Felbridge Parish Council

