



## **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 6<sup>th</sup> February 2025** **at 7.30pm in the Committee Room at Felbridge Village Hall**

#### **Present:**

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

#### **In attendance:**

Mrs. Patricia Slatter, Clerk to Felbridge Parish Council

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

County & District Cllr. Lesley Steeds, District Councillors White and O'Riordan, Cllr. 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 5<sup>th</sup> December were approved and signed.

#### **4. CHAIRMAN'S REPORT**

Nothing new to report

## 5. **FINANCE**

### (i) Receipts and Payments for December 2024 and January 2025

Date	To / From	Description	Amount	Current Account	Deposit Account
30 Nov		Brought Forward		122627.23	£5493.04
		Receipts		0.00	
		Payments			
9 Dec	NEST	Pension	£252.89	-252.89	
9 Dec	Payroll	Payroll November	£1875.11	-1875.11	
9 Dec	WRH	Bus Shelter Cleaning Nov	£45.00	-45.00	
9 Dec	Hire-A-Loo	Temporary Toilet Hire – end of contract for 2024	£126.85	-126.85	
9 Dec	TDC	Hedge cutting Playground area to Crawley Down Road (50% split with TDC)	£225.00	-225.00	
9 Dec	VCS Consultancy	Annual Payroll Management Fee	£360.00	-360.00	
		Total Payments	£2884.85	-2884.85	
		Bank Account Totals c/f		119742.38	£5493.04
31 Dec	Available Funds - Current a/c plus Deposit a/c			£125235.42	
31 Dec	Less CIL Grant Funds awaiting invoice from TDC			-91600.00	
31 Dec	Allocated Reserves - bus shelter £5K			-£5000.00	
31 Dec	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£28635.42	
Current Account statement was circulated to councillors on 8 <sup>th</sup> January 2025, along with the above record of receipts and payments, for transparency and confirmation of accuracy					

Date	To / From	Description	Amount	Current Account	Deposit Account
31 Dec		Brought Forward		119742.38	£5493.04
		Receipts			
		Interest Sept 24-Jan 25		0.00	37.36
		Payments			
7 Jan	WRH	Bus Shelter Cleaning Dec	£45.00	-45.00	
7 Jan	Payroll	Payroll November	£1875.11	-1875.11	
9 Jan	NEST	Pension	£252.89	-252.89	
9 Jan	TDC	Transfer for CIL Funds of £71.6K plus FPC Reserve funds of £20K	£91600.00	-91600.00	
		Total Payments	£93773.00	-93773.00	0.00
		Bank Account Totals c/f		25969.38	£5530.40
31 Jan	Available Funds - Current a/c plus Deposit a/c			£31449.78	
31 Dec	Allocated Reserves - bus shelter £5K			-£5000.00	
31 Dec	General Reserve (available funds - including budgeted expenditure - minus Allocated Reserves)			£26499.78	
Current Account statement was circulated to councillors on 3 <sup>rd</sup> February 2025, along with the above record of receipts and payments, for transparency and confirmation of accuracy					

(ii) **Playground Project Funding Transfers:** CIL payment transfers have now been completed

(iii) **CIL: 24 Rowplatt Lane Revised Payment Schedule:** TDC now advise that there was an error in the original calculation relating to the increased footprint. FPC's share of this revenue will now be c£5K.

(iv) **Third Quarter Finance Review:** Noted. Update shows that expenditure remain within budget

(v) **Unity Trust Bank Transfer: Resolved:** It was agreed that a Multi Payment Card should be added to the new bank account so avoid the need for the Clerk or Councillors to use their personal cards for council purchases. The set up cost will be c£50 with a monthly fee of £3 per month. **Action:** Clerk to progress

(vi) **Transfer of email hosting:** Resolved: It was agreed to transfer the .gov.uk email hosting and support to HugoFox who already provide website hosting and support. The additional cost will be c£100 per year.

**Action:** Clerk to progress

vii) **Tandridge District Council proposals regarding community assets:** Awaiting further information from TDC.

## 6. VILLAGE MAINTENANCE

(i) **Highways Grass Verge Cutting:** The sixth and final full cut is expected to take place in early Spring 2025. Surrey Highways confirm that the deep verges at Furnace Wood have been added to the Urban cut schedule to address the need for additional sightline cuts. There will be six cuts within the Urban area (generally speaking within a 30mph zone) and two cuts in the Rural areas.

(ii) **Common Land/Parks Grass Cuts:** Grassed areas on Felbridge Village Green, Crawley Down Road and Limes Pond area along with the King George's Field (Village Hall grounds) and Queen Elizabeth Field (Football Club) are the responsibility of Tandridge District Council. It was noted that a new contractor has been appointed to carry out these works.

## 7. COUNTY/DISTRICT COUNCILLOR REPORT

**Rowplatt Lane:** Cllr. Steeds has met with Highways engineers to raise resident concerns about speeding on Rowplatt Lane and the additional impact of the Barratt Development on the Star Junction. Speeding vehicles access Rowplatt Lane from the queuing traffic on the Copthorne Road and continue along Crawley Down Road to try to push back into traffic at the apex of the Village Green. Cllr. Steeds has also asked for Rowplatt Lane to be included in a scheduled parking review later in the year.

**Flooding** – Cllr. Steeds arranged for a survey to be undertaken in the area around two properties which were flooded in December to identify the cause. A tree will be removed and the householders have been advised on other action they can take on their own land to avoid further issues.

## 8. DISTRICT COUNCILLOR REPORT

### Cllr. White

**Unitary Authority:** Regarding Surrey County Council's proposal to create Unitary Authorities, Cllr White reported that the Government's plans for devolution would/will put more responsibilities on Parish Councils as District Councillors will be apologised.

**Gatwick Expansion:** The Secretary of State will announce her decision on Gatwick's application for the 2<sup>nd</sup> runway on the 27<sup>th</sup> February.

**Skateboard Ramp:** Cllr. White has again chased up TDC regarding the repairs to the Skateboard Ramp again

**Limes Pond Fence:** Cllr. White has asked TDC when the repairs to the Limes Pond fence will be made.

Cllr. O'Riordan - No report submitted

## 9. COUNCILLORS' REPORTS/UPDATES

**Speedwatch:** Cllr. Hall reported that implementation was delayed due to one person not yet having completed their training. Cllr. Huntington agreed to join the group and undertake the training to allow the project to proceed. **Action:** Cllr. Huntington to liaise with Cllr. Hall.

**Hedge between Felbridge School and Village Green:** Cllr. Hall reported that this hedge is now so overgrown that it is obstructing the path. **Action:** Clerk to get a quote from contractor to cut back the hedge and to liaise with Felbridge School. **Action:** Expenditure to be approved at next Planning Meeting

**Drain by Star Pub:** Cllr. Groom reported that this drain was again overflowing. **Action:** Cllr. Groom to report to Surrey Highways

**Vehicle Activated Sign, Crawley Down Road:** Cllr. Lea reported that a powered post had been installed near the location of the original VAS. **Action:** Clerk to ask for update on installation.

**Overgrown Hedges:** **Action:** Cllr. Lea to report overgrown hedges impacting footpaths in the Crawley Down Road area.

**Copthorne Road Footpath:** Cllr. Huntington noted that Surrey Highways have said that they don't consider the footpath near Toads Croak House to require attention despite the damage to the grass verge.

## 10. SURREY HIGHWAYS/RIGHTS OF WAY/TDC

**Skateboard Ramp:** Despite the insurance claim for these works being settled in July 2024, TDC have still not arranged for the necessary repairs. TDC have been asked to provide a statement to explain the delay.  
**Replacement signs** for the playground have still not been supplied. TDC have been chased.

## 11. PLANNING

### (i) Applications in Felbridge

#### 2025/31/TPO Stratton, Domewood, Copthorne, Surrey RH10 3HD

Fell and replant trees and tree cluster in another location with a British native species

**Resolved:** Felbridge Parish Council note that in Domewood the mature tree line is a defining feature and are concerned that this proposal has the potential for this feature to be lost.

#### 2024/1288 The Laurels, London Road, Felbridge, Surrey, RH19 2QZ

Erection of first floor side extension and loft conversion with rear dormer

**Resolved:** No Action

#### 2024/1350 5 Wire Mill Lane, Surrey, RH7 6HJ

Erection of two storey rear extension (Certificate of Lawfulness for a Proposed Use or Development)

**Resolved:** No Action

#### 2024/1230 138 Copthorne Road, Felbridge, RH19 2PD

Demolition of existing utility room. Erection of single storey front and rear extension; loft conversion and rear dormer with associated external works

**Resolved:** No Action

#### 2024/1335 Yerba Buena, Herons Close, Copthorne, RH10 3HF

Demolition of existing garages and construction of a new double garage to rear of building

**Resolved:** No Action

#### 2025/64/TPO Birch Grove, Felbridge

Removal of Beech and planting of a replacement which is fungus resistant to protect tree cover

**Resolved:** No Action

#### 2024/1381 Walled Garden, Land East of Woodcock Hill, Felbridge RH19 2RD

Greenhouse replacement and alteration

**Resolved:** No Action

#### 2024/1333 Purbeck, Mill Lane, Felbridge, East Grinstead, Surrey, RH19 2PE

Demolition of existing dwelling. Erection of replacement house, garden room and swimming pool.

**Resolved:** No Action

### (ii) Adjoining Planning which may affect Felbridge

Nothing which directly affects Felbridge

### (iii) MSDC Development on Felbridge Border

The Welbeck application for 550 dwellings and a care village with up to 150 dwellings will be considered by the Mid Sussex District Council Planning Meeting on 13<sup>th</sup> February. The application is recommended for approval. FPC Planning Chairman, Jeremy Clarke, is registered to speak against the application.

(iv) **S106 Developer Funding from Barratt Application:** Clerk has asked the MSDC Community Facilities Officer to confirm the allocated funding breakdown once available. It was noted that MSDC Cllr. Ian Gibson was also liaising regarding ensuring that the developer paid all funds.

(v) **Planning Responses:** **Resolved:** It was agreed that authority would be delegated to the Clerk, as Proper Officer of the Council, to respond to planning applications which cannot be decided at a meeting due to time constraints or councillor availability, following consultation with at least three councillors.

## 12. CONSULTATION: Surrey Rights of Way. Councillors have submitted individual responses.

## 13. CLERK'S REPORT

**Overgrown Hedges on Copthorne Road:** Highways had closed previous reports after an officer visited to advise householders to cut their hedges. Highways will now take enforcement action for the hedge now completely blocking the footpath. **Action:** Clerk to monitor

**Gullege Bridleway** – MSDC Cllr.Ian Gibson advises that £140K has been allocated from the Barratt development for major repairs to the Gullege Bridleway (40aEG) and to footpath 40bEG. The first 50% of the payments will be due once the first property is occupied.

**TDC Parish Assembly:** A meeting has been scheduled for 1<sup>st</sup> April. The Clerk and Chairman have been invited to attend.

**TDC Emergency Plans:** TDC are now asking that parish councils prepare these Emergency Plans. **Action:** Clerk to liaise with other parishes and local groups.

**Felbridge & Sunnyside Cricket Club: Resolved:** Councillors agreed to write a letter of support for the Club's application for funding to provide improved facilities to include a new hall for use by local groups and residents. **Action:** Clerk to progress

**Annual Village Meeting:** Scheduled for Thursday 10<sup>th</sup> April at 6.00pm in the Main Hall at Felbridge Village Hall. **Action:** Clerk to issue invitation to local not-for-profit groups and organisations.

**General Correspondence:** Clerk has responded to queries regarding Mill Lane sewer collapse; delay in skateboard repairs; parking on Rowplatt Lane; Trees on Mill Lane and Village Hall bookings.

#### **14. BUSINESS FOR NEXT MEETING**

CIL Expenditure 2025/26

#### **15. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS**

The next full Parish Council meeting will take place on Thursday 6<sup>th</sup> March. A planning meeting is scheduled for 20<sup>th</sup> February

The meeting closed at approximately 2120.

Patricia Slatter  
Clerk to Felbridge Parish Council  
[www.felbridge-pc.org.uk](http://www.felbridge-pc.org.uk)