

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 1st December 2016 at 7.30pm in the Village Hall.

Present:

Mr. Jeremy Clarke (Chairman)
Mrs. Linda Hainge
Mr. Ken Harwood (District Councillor)
Mrs. Patricia Slatter (in attendance)

Mrs. Bridget Huntington
Mrs. Joan Harwood
Mr. Brian Apps
Mr. Ian McBryde

1. **APOLOGIES FOR ABSENCE** were received from Ms. Georgina Chapman and County Councillor Michael Sydney.
2. **DISCLOSURE OF PECUNIARY AND OTHER INTERESTS**
Councillor Jeremy Clarke declared a pecuniary interest in Planning Application TA/2016/44, Gibbshaven Farm, Furnace Farm Road, West Sussex as he owns or has a vested family interest in land adjacent to Gibbshaven Farm. In accordance with the Council's Code of Conduct, he left the meeting whilst this matter was being discussed and voted upon.
3. **APPROVE MINUTES OF PREVIOUS MEETINGS**
The Minutes of the Parish Council Meeting held on Thursday 3rd November 2016 were approved and signed.
4. **CHAIRMAN/CLERK'S REPORT**
 - (i) **Damaged Verge/Footpath, Crawley Down Road:** Tandridge District Council have undertaken works to the footpath next to 34 Crawley Down Road so that standing water will now be diverted into the ditch. **Action:** Clerk to thank Steve Hyder at TDC for arranging this work despite their ongoing dispute with SCC over ownership of the land.
5. **ONGOING ITEMS**
 - (i) **Community Consultation:**
Transport/Environment and Green Issues: –
 - a. Welcome to Felbridge White Gates: Despite FPC opting for a lower specification wood substitute construction for the gates, SCC's contractor has come back with a revised quote which is higher than the original costing. **Resolved:** It was agreed that the increased cost for the gates was unacceptable and alternatives need to be found. **Action:** Clerk to cost the gates directly with the supplier. **Action;** Ken Harwood to write to David Hodge.
 - b. Gullege Bridleway – Clerk to prepare application for funding from the Gatwick Area Conservation Trust once applications open in January 2017. **Action:** Clerk to monitor.
 - (ii) **Leisure and Health Actions:-**
 - a. Fencing between Village Hall Grounds and Copthorne Road– Clerk met with Nick Dance to survey the area. Three options were submitted. Option 1 was to erect a 15m fence to fill the existing gap. Option 2 was to extend this to approximately 20m to replace the most damaged sections of fence and option 3 was to erect a new fence running the full 50m and removing damaged fencing.

Resolved: FPC agreed to proceed with option 3 replacing the full length of fencing between the boundary of the school and the gate with Hawthorne hedging to fill in gaps. The total cost for the 50m section will be £1860 plus VAT which is included in this year's budget. **Action:** Clerk to place order.

b. **Temporary Toilet Facilities in Village Hall Grounds:** The temporary toilet has been removed for the winter and will be rebooked in May 2017.

(iii) **Hub Project:** Surrey County Council have still not confirmed the position on funding for grass cutting for the next financial year. Other Parish Councils within the local area are also unhappy with the service provided by the existing contractor and agree that the existing service is unacceptable. **Action:** Clerk to contact Michael Sydney and request an update.

6. **FINANCE**

(i) Current Account

<u>RECEIPTS FROM</u>			TOTAL £
DATE			
October	Nil		0.00
			<u>0.00</u>
<u>PAYMENTS TO</u>			TOTAL £
DATE		CHQ.	
06.10.16	P Slatter	007	297.60
"	H M Revenue & Customs	008	74.40
"	P Slatter	009	107.68
"	B Wright	010	37.00
"	Hire A Loo	011	106.39
"	Gatwick Area Conservation Campaign – Subscription	012	10.00
			<u>633.07</u>
Lloyds Bank Balance			35049.03
Less outstanding cheques			<u>-558.67</u>
TOTAL BALANCES			34490.36
Less reserves for new Village Gates, A264 fencing, traffic calming, new bus shelter & playground re-surface			<u>14500.00</u>
AVAILABLE FUNDS			<u>19990.36</u>

BANK: -	KIV -	£
Lloyds C/A	Traffic Calming Reserve	2000
	Village Gates Reserve	3000
	A264 Fencing Reserve	2500
	Replacement bus shelter	2000
TOTAL	Playground Resurface Reserve	<u>5000</u>
		14500
	Available funds	<u>19990</u>
		<u>34490</u>

(ii) Section 137 Payments

A request for payment was received from East Surrey Museum. Resolved: It was proposed by Jeremy Clarke and seconded by Bridget Huntingdon that Felbridge Parish Council make an annual donation of £50 to East Surrey Museum. **Action:** Clerk to respond.

7. COUNCILLORS' FEEDBACK

- (i) **Post Outside Village Hall:** Clerk has asked Howard Searle to check all the posts and report back with advice on any action required. **Action:** Clerk to follow up with Howard Searle.
- (ii) **Trees:** TDC Tree Officer Steve Hearn had visited the area and confirms that replacement trees will be planted near to Warren Close and on the Village Green to replace the two which have died in the New Year. A survey will be undertaken on the tree outside the Village Hall. The 'runners' on the Chestnuts will be cut back at the same time. **Action:** Clerk to monitor.
- (iii) **Notice on Village Hall Sign for Defibrillator:** The sign and now been delivered. **Action:** Jeremy Clarke to position at Village Hall gates.
- (iv) **CCTV in Village Hall Grounds:** Two quotes have now been received for upgrading the existing CCTV system. A third quote is to follow. The Clerk will then create a document for each of the three options so councillors can decide on which option to select. **Action:** Clerk to chase up third quote and prepare documents for discussion.
- (v) **Damaged Footpath Sign:** The damaged sign directing walkers along footpath 257B has been reported to the Rights of Way Team. **Action:** Clerk to monitor.
- (vi) **Signs Outside Peacock Lodge:** Linda Hainge reported that there seemed to be an increase in the number of advertising signs outside the Peacock Lodge. **Action:** Councillors to monitor.
- (vii) **Parking at Junction of Rowplatt Lane and Crawley Down Road:** Linda Hainge reported that there had been some improvement with fewer vehicles parking too close to the junction. Ken Harwood reported that he had raised the issue with the police during a recent meeting. **Action:** Councillors to monitor.
- (viii) **Road Sign Cleaning:** Georgina Chapman has been cleaning some signs in the village and will report back to the next meeting.
- (ix) **Limes Pond Fence:** Steve Hyder from TDC confirmed that he had ordered materials to repair the damaged fence. He did not have the budget to replace the full fence. **Action:** Councillors to monitor and report back.
- (x) **Road Sign on ground at A264:** Jeremy Clarke reported that the road sign warning of the junction between the A264 and Furnace Wood was lying on its side in the verge. He reported that Surrey Highways had an obligation to survey road signs each month but that this wasn't happening. **Action:** Jeremy Clarke to investigate and report back.
- (xi) **Surrey County Council Budget:** Michael Sydney reported at the November meeting that SCC were struggling with a lack of funding and and further cuts were expected. He believed Parish Councils would be asked to take responsibility for a number of areas which were currently under County control. **Action:** Michael Sydney to ask how much funding is currently provided by SCC to the Hub Project in Felbridge and report back.
- (xii) **Surrey Highways Road Programme 2018:** Michael Sydney reported that Surrey Highways had identified Mill Lane in Felbridge as a road to be resurfaced in the 2018 programme. Joan Harwood responded that this road had been repaired. Councillors suggested that the available resources would be better used to repair the carriageway at the A264/A22 junction which had been on the Highways repairs list for some time. Jeremy Clarke suggested that the control signals at this junction could be considered for replacement in the 2018 programme. **Action:** Michael Sydney to report back.

8. SURREY HIGHWAY REPAIRS:

- (i) **A264/A22 Junction at Star Inn:** Councillor Sydney reported that there was no progress on funding for improvement works to this junction. He had pushed for a bid to Capitol to Coast incorporating the A22 and A264, and the expectation was that it would have been submitted as part of a bid to Government however it not approved by the LEP board, and therefore not submitted to Government. **Action:** Michael Sydney to report back.

- (ii) **Meeting with SCC to look at Felbridge Issues:** Jeremy Clarke said that two representatives from FPC would still like to meet with a representative from Highways to look at ongoing issues. **Action:** Michael Sydney to report back.
- (iii) **Road Sign Cleaning:** Jeremy Clarke asked Michael Sydney when Felbridge residents could expect local road signs to be cleaned. The Clerk has sent a list of the worst affected signs. Michael Sydney acknowledged the statutory requirement to clean signs but said that following cuts in funding from central government, SCC could not fund cleaning road signs. **Action:** Michael Sydney to review and report back.
- (iv) **Footpath Between Doves Barn and Furnace Wood:** Following Michael Sydney's intervention the Community Gang visited Felbridge on 23rd September and cut back the overhanging vegetation from this footpath. Unfortunately no work was done at ground level and sections of the footpath remain completely overgrown and impassable. This work remains as outstanding on the Surrey Highways list. SCC Highways advise that they are unsure if the works will be carried out this year due to the level of resource available. **Action:** Clerk to monitor.
- (v) **A264 Resurfacing:** Jeremy Clarke reported that WSCC had resurfaced an area of SCC land near to the Crawley Down Garage. The finish was poor and uneven. **Action:** Michael Sydney to follow up.
- (vi) **Star Crossroads** Jeremy Clarke reported that a potential developer was advised by SCC that there was no capacity issues with the Star Crossroads. Michael Sydney agreed that this was not true. **Action:** Michael Sydney to raise this and question why a developer would have been given such inaccurate information.
- (vii) **Drains in Rowplatt Lane:** The two blocked drains which had been reported to Surrey Highways have been hand cleared. Linda Hainge reported that other drains in the road also needed attention. The next scheduled drain clearance was in February. Steve Cunnah at Surrey Highways said he would be bring this forward if equipment became available.
- (viii) **Bus Shelter on A22 by KwikFit:** Bridget Huntingdon reported that this bus shelter was broken and damaged. **Action:** Clerk to investigate who has responsibility for the shelter and ask for it to be repaired or removed.
- (ix) **Footpath on A22:** Ian McBryde reported that this footpath is still very badly overgrown and becoming impassable in places. As it is used by school children walking to local bus stops he feels strongly that this should be prioritised. **Action:** Clerk to follow up with Surrey Highways.
- (x) **Police Proceeds from Crime Funding:** Ian McBryde reported that funding was available from the Police to help make communities safer from crime. He suggested that FPC could apply for funding to cover the cost of the planned upgrade on CCTV for the Village Hall and grounds. **Action:** Ken Harwood to investigate.
- (xi) **17 Copthorne Road and 11a Crawley Down Road Appeals:** Ken Harwood wished to record the huge amount of work which FPC had put into preparing the responses to both these recent appeals and in particular passed on his thanks to Jeremy Clarke for all his hard work. Full details are on the parish council website www.felbridge-pc.org.uk
- (xii) **Crawley Borough Council:** Ken Harwood reported that he had established contacts with Crawley Borough Council and would be working with them on cross boundary projects and issues.
- (xiii) **Bakers Wood Poaching:** Ken Harwood reported that wild animal body parts had been found in an area near Bakers Wood and it was thought that poachers were responsible.

9. PLANNING APPLICATIONS.

- (i) **Paperless Planning:** TDC Planning have confirmed that the introduction of paperless planning has been delayed until April 2017 and prices have been provided for printing larger plans for more complicated applications after this time. **Resolved:** It was proposed by Jeremy Clarke and seconded by Brian Apps that from April the Clerk would print any A4 pages ahead of Parish Council meetings with larger copies being ordered from TDC. **Action:** Clerk to keep a record of additional time required to prepare documents.
- (ii) **Planning Applications:** Planning applications discussed at the Planning meeting on 17th November attended by Jeremy Clarke, Linda Hainge and Joan Harwood.

TA/2016/2014 Fairways, Mill Lane, Felbridge, RH19 2PF

Resolved: No Action

TA/2016/2013, 31 Rowplatt Lane, Felbridge, RH19 2PA

Resolved: Felbridge Parish Council support this application which is a significant improvement to the street scene.

Ken Harwood left the meeting.

Planning applications discussed at the Parish Council Meeting on 1st December.

TA/2016/2025/TPO

Whittington College, London Road, Felbridge RH19 2QU

Resolved: Felbridge Parish Council will support the Tree Officer's opinion.

TA/2016/2064

Poppy Place, Domewood, Copthorne RH10 3HD

Resolved: No Action

TA/2016/1971

Five Gables, Domewood, Copthorne RH10 3HD

Resolved: Felbridge Parish Council strongly object to this application. It represents over-development of the plot out of character with the neighbouring properties. It represents inappropriate development of the Green Belt as it is not ancillary to the existing dwelling (unlike the permitted swimming pool).

Jeremy Clarke left the meeting.

Planning Appeals

Gibbshaven Farm

Councillors discussed the appeal against refusal of planning permission submitted for the proposed development of Gibbshaven Farm which borders Felbridge and agreed the following response.

FPC note that the applicant of the proposed Gibbshaven Farm development has appealed the MSDC refusal to grant Outline planning consent for up to 30 dwellings. FPC strongly objected to the original application and it is agreed that the Clerk will make written representation to the Inspector on behalf of the Council on the following basis;

- That the development of this land is in contradiction to the policies laid out in the NPPF, the Mid Sussex Local Plan, the Crawley Down Neighbourhood Plan, the Tandridge Local Plan and the Felbridge Community Survey.
- That the area is in a strategic gap between the built up areas of Crawley Down and Felbridge
- Priority should be given to reusing previously developed land

- That the proposed development cannot be considered under sustainability grounds in accordance with the NPPF.
- That the development infringes on the openness of the Green Belt surrounding Felbridge.
- That the A22/A264 junction is already well over capacity and that the Crawley Down/Copthorne Road junction is unable to take further capacity due to its configuration.

Jeremy Clarke re-joined the meeting

10. CONSULTATIONS:

- (i) **Proposal to Introduce Allowances for Parish Councillors.** Tandridge District Council circulated a request to Parish Councils to ask whether they considered it appropriate for parish councillors to receive allowances for their time. **Resolved:** It was proposed by Brian Apps and seconded by Ian McBryde that the following response should be made. “Felbridge Parish Council believe that the role of Parish Councillor should remain voluntary.” All councillors were in agreement.

(ii) **Tandridge Local Plan**

Felbridge Parish Council have submitted the following response to the Tandridge Local Plan Sites Consultation.

- FPC received a copy of the conclusions expressed by Paul Brown QC that strongly criticised the approach that TDC had taken regarding Green Belt Assessments, identifying a number of errors that he felt needed to be rectified before the evidence base could form the basis for assessing reasonable alternative development options or the long term planning strategy for the area. However, we have not seen any response from TDC to counter his opinions and are therefore very concerned that the District Plan process is continuing using a flawed Green Belt Assessment process and this consultation regarding Green Belt areas may in itself be flawed as a result.
- This consultation appears to be a fragmentary approach to the District Planning process. The first consultation on the emerging plan was criticised by FPC as it did not adequately link the cause and effect elements of the various options. This consultation regarding potential sites is not in keeping with the District Planning approach of pulling all the information together regarding each option and then consulting upon those options. We feel there is a significant risk that options selected or de-selected at this stage will later be found to have been poorly judged when the transport, environmental and other impacts are presented at the next consultation stage.
- As a result of the point above, we feel there is insufficient information currently provided regarding the larger sites for the Parish Council to respond either in favour or concern regarding these sites. We were told that the District Planning process had to include all potential options, as such is this consultation effectively trying to deselect potential options before sufficient information regarding them is available to be consulted upon?
- As regards the site for 8 houses in the Green Belt - Land East of Eastbourne Road, Felbridge (FEL008), FPC feel that the potential release of this site from the Green Belt is unjustified and unnecessary and this level of housing will be easily constructed within the current built up area boundary of Felbridge Village without the need to utilise green belt land. Infill within the Village boundary in the last 5 years was 29 dwellings, far exceeding the 8 houses allocated for the next 10 years, and as such it is beyond all reasonable doubt that Felbridge Village will accommodate an increase of 6 dwellings within the plan period.
- This is also aligned with the Felbridge Community Survey where residents voted overwhelmingly in favour of infill within the Village Boundary rather than Green Belt development. We also believe that this site is an important open gap between the built up area boundary and the scattered development north along the Eastbourne Road.

- FPC support the continued use of Hobbs Barracks Industrial Estate as a provider of local employment.
- We have not identified any other sites to add to the District Plan Process.

Ken Harwood re-joined the meeting.

11. **CLERK'S REPORT**

- (i) **Gate by Birch Grove:** Contractors have been unable to find anyone able to undertake these repairs. Jeremy Clarke suggested contacting Crawley College since they had previously repaired a section of the gate. **Action:** Clerk to contact the Carpentry Department at Crawley College and report back.
- (ii) **Tree Planting:** Two replacement trees along with a new tree donated by a resident will be planted in a location to be agreed in the New Year. **Action:** Clerk to monitor
- (iii) **Fencing for Felbridge Primary School:** Felbridge Primary School confirm that access through their new proposed gate would be immediately adjacent to their existing rear vehicle access gate. This would only be used by parents collecting from the After School Club at staggered times between 3.45pm and 5.45pm. Parents would park on the entrance way to the rear of the school. There are a maximum of twenty children attending the club each day. **Resolved:** Felbridge Parish Council agree to this proposal on the understanding that parents will not be parking in the layby on the A264. **Action:** Clerk to communicate to Felbridge School and confirm that a donation towards costs will be considered once the costs have been confirmed.
- (iv) **Dog Bin, Bridle Path, Kennels Cottages**
Tandridge District Council have agreed to position a new Dog Bin near the stile at the bridle path running from the A22 behind Wards Farm with the parish council covering the estimated cost of £179 plus VAT. The Clerk has placed an order. **Action:** Clerk to monitor.
- (v) **Developer/Contractor Vehicle Parking on A264 Verge**
A Copthorne Road resident has written to ask that the Parish Council take action to stop developers and contractors vehicles parking along the grass verge outside the Shanly Homes development at Little Eden. Jeremy Clarke confirmed that contractors must park within the confines of the site. **Action:** Clerk to contact developer and advise that vehicles must stop parking on the verge and that the damage caused must be made good.
- (vi) **Police and Crime Commissioner Proposed Increase in Precept**
The Police and Crime Commissioner's office are seeking views from the community on a proposed increase of 1.99% in their annual precept. **Resolved:** Felbridge Parish Council support the proposed 1.99% increase. **Action:** Clerk to respond.
- (vii) **Connells Estate Agent Board on Common Land:** The Clerk emailed Connells Estate Agents on 29th November to confirm that the board they had placed on Council owned land near Furnace Wood was illegally positioned and that it must be removed. Connells responded promptly and removed the board by the end of the day.
- (viii) **East Grinstead Mayor's Ball:** Tickets were now available for the Mayor's Ball which takes place in February 2017.
- (ix) Parish Council Meeting Dates for 2017: Meeting dates were now fixed and the Village Hall booked for all meetings in 2017. **Action:** Clerk to add dates to noticeboards and the website and circulate to councillors.

12. **ANY OTHER BUSINESS**

(i) **Noticeboards**

Following Brian Apps suggestion at the November meeting, councillors discussed a replacement programme for noticeboards in the village. It was agreed that a replacement programme for the noticeboards at Furnace Wood and The Limes should be put in place. It was suggested that the noticeboard near to Haskins could be removed and that the garden centre could be asked to display notices instead. There was also agreement that an additional noticeboard should be placed in Mill Lane. **Action:** Clerk to investigate if there is an historic record of the noticeboard which was in Mill Lane at one time which would remove the need and cost of applying for planning permission. **Action:** Jeremy Clarke to review and measure History Boards.

13. **BUSINESS FOR NEXT MEETING**

There was no additional business for the next meeting.

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

The next Parish Council Meeting will be held on Thursday 2nd February at 7.30pm, in the Committee Room. Planning Meetings are scheduled for Thursday 15th December; Thursday 5th January and Thursday 19th January at 7.00pm.

The meeting closed at approximately 10.15pm

Patricia Slatter
Clerk to Felbridge Parish Council
7th November 2016

Copies to:- Parish Councillors, District Councillor, County Councillor, Felbridge School, Surrey Police