

# **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 1<sup>st</sup> May 2014 at 7.40pm in the Village Hall, and of the Planning Meeting held on 17<sup>th</sup> April 2014**

Present: Mr Ian McBryde (Chairman)  
Mr Brian Apps  
Mr David Archer  
Mr Jeremy Clarke  
Mrs Linda Hainge  
Mrs Joan Harwood  
Mrs Bridget Huntington  
Mr Ken Harwood (District Councillor) (attended part of meeting)  
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – Mr Michael Sydney (County Councillor)

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

There were no additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Annual Parish Meeting and Parish Council Meeting held on 3<sup>rd</sup> April 2014 and the Planning Meeting held on 20<sup>th</sup> March 2014 were approved and signed.

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

- (i) **Access Road onto Crawley Down Road:** No decision regarding the proposed Charles Church development will be made by SCC without Councillor Michael Sydney's involvement. **Resolved:** Clerk to ask Michael Sydney for an update.
- (ii) **Wall outside Felbridge Court:** Colin Pearse, SCC, has confirmed that SCC own the footings and built the wall but the residents are responsible for its maintenance and therefore for making an insurance claim.
- (iii) **Pavement along Rowplatt Lane:** Colin Pearse, SCC, inspected the pavement on 25.4.14 and confirmed that SCC have no issues with its width as the pavement is at least 1100mm wide, which meets the criteria for an existing pavement. **Resolved:** Clerk to give this information to EG Access Group.
- (iv) **Felbridge Housing Needs Survey:** Ian McBryde is in contact with WS Planning and Architecture to obtain a copy of the results.
- (v) **Building Site in Crawley Down Road:** Ian McBryde has written to TDC Planning to suggest that a condition be placed on future planning applications that grass verges are reinstated on public land. **Resolved:** Clerk to contact Hilary Orr, TDC Enforcement for a reply.

5. **ONGOING ITEMS**

- (i) **Community Consultation:**  
Transport/Environment and Green Issues: –  
Actions completed:-
  - a. Metrobus – Ian has been in contact with Metrobus regarding publicising the current bus service. Metrobus have suggested a leaflet in conjunction with

FPC giving details of buses passing through Felbridge. **Resolved:** Ian to contact Metrobus to ask them to draft a leaflet.

- b. Welcome to Felbridge gates – Michael Sydney will discuss with Philippa Gates at SCC, FPC's suggestion for a welcome to Felbridge sign and gates along Crawley Down Road..
- c. Gullege Bridleway – David is awaiting a reply from Sue Phillipson, WSCC, regarding a rough estimate of costs for improving the surface.

**Leisure and Health Actions:-**

- a. Outdoor gym – Bridget is obtaining costs and visiting other councils to ascertain usage.
- b. Seats and shelters – Bridget to research.
- c. Doctors/dentist survey in Felbridge – Surrey and Sussex NHS Primary Care Team have confirmed that there are no current plans to open a new GP/dental surgery in Felbridge but they are reviewing primary care services, including GP surgery capacity, in EG and Crawley
- d. Footpaths – A list of work required on Footpaths 283, 365 and 367 has been emailed to SCC, who have prioritised the work mainly as priority 4. Rights of Way Training has been arranged by SCC for 24<sup>th</sup> June at Wotton.
- e. Felbridge Luncheon Club – The first lunch held on 17<sup>th</sup> April at the village hall was a great success. The next lunch will be on Thursday, 15<sup>th</sup> May.
- f. Weight Watchers – Sessions are held in the Haven Centre, Crawley Down, and in East Grinstead.

- (ii) **Hub Project:** The verge behind the bank of earth near the Mormon Temple roundabout needs cutting. FPC would like dates for urban and rural cuts.

**Resolved:** Clerk to contact Hub Group.

## 6. **FINANCE**

- (i) **Cheques:** Issue of the following cheques was approved by the council under Standing Orders and the cheques were signed:

061	B. Wright	Bus shelter cleaning for May 14	£35.00
062	R. White	Clerk's salary for May 14	£232.61
063	HM Revenue & Customs	Income Tax for May 14	£58.00
064	R White	Office Allowance for May 14 + Petty Cash April 14	£59.06
065	Peter Frost	Internal Audit	£88.84
066	St Catherine's Hospice	Grant for nursing home-based care	£250.00
067	East Grinstead CVS	Membership fee Apr 14 – Mar 15	£12.50
068	TVSC	Membership fee Apr 14 – Mar 15	£10.00

- (ii) **Approval of Annual Return and Accounts** - The internal audit has been completed – there were no comments. The Annual Accounts were approved by the Council and signed. The accounting statements for 2013/14 were approved by the Council and recorded as minute reference 6(ii). The annual governance statement was approved by the Council and recorded as minute reference 6(ii). The Internal Auditor agreed with FPC's decision to continue with the existing arrangement whereby all payments are made by cheque with two signatures.

- (iii) **Section 137 Payments:**

Felbridge Luncheon Club: A grant of £500 was agreed towards the set-up costs.  
St John's Church Footpath Improvements: SCC have confirmed that they have no objection to the tarmac resurfacing of the verge in The Glebe but they have no funds for this work. The estimated cost is £4,500 plus VAT. FPC agreed a grant of £500, on the condition that the remainder of the money is raised by St John's by the end of the current financial year, ie 31<sup>st</sup> March 2015.

Grant towards GACC runway campaign: FPC agreed not to donate towards this campaign.

7. **SKATEBOARD RAMP**

A revised quote from TDC's current contractor, 9c Solutions, for a wider ramp was discussed. The cost will be £16,740, with £4,500 contribution from TDC. FPC agreed with this quotation and the payment terms of 20% at point of order, 60% prior to manufacturing and 20% on completion, subject to Steve Hyder's agreement. Work to be carried out during August. **Resolved:** Clerk to arrange site meeting with Steve Hyder to discuss a wider ramp, new position, new strip of tarmac alongside proposed new ramp and resiting of litter bin.

8. **HEDGES ALONG COPTHORNE ROAD**

An accident occurred on 23.04.14 on the pavement involving a resident on a mobility scooter and a car exiting a drive along Copthorne Road. This was discussed and FPC agreed no further action.

9. **ESTATE AGENTS BOARDS ON THE A264**

There are several Estate Agents boards at the entrances to Furnace Wood which are illegal as they are not sited on the relevant property. **Resolved:** Clerk to contact relevant Estate Agents asking them to remove the boards within one week of the date of the letter.

10. **COUNCILLORS' FEEDBACK**

- (i) **Builders Trailer parked in Crawley Down Road:** This is causing congestion. **Resolved:** Clerk to contact TDC Planning to ask them to look at the conditions placed on the Birch Grove development.
- (ii) **Parking in Crawley Down Road:** Cars are parked very close to the village hall entrance which is dangerous. **Resolved:** Jeremy Clarke agreed to obtain prices for signs to be placed along Crawley Down Road. Ken Harwood to send a note to the hub group and to the school for their newsletter.
- (iii) **Circulation Bag:** This needs to be passed round more quickly.
- (iv) **Dog Bin:** An extra bin is needed in the south west corner of the village hall grounds against the hedge bordering Crawley Down Road. **Resolved:** Clerk to contact TDC.
- (v) **Blue fences along A22:** The fences were used by Skanska when replacing the street lights. **Resolved:** Clerk to contact Skanska.

11. **SURREY HIGHWAY REPAIRS:**

- (i) **Resurfacing of Copthorne Road:** Road between Furnace Wood and county boundary was resurfaced in March. The section between Furnace Wood and Doves Barn and the section between the county boundaries still needs resurfacing. **Resolved:** Michael Sydney agreed to pursue this with SCC. Clerk to contact SCC re white lines on resurfaced section.
- (ii) **Pothole on westbound carriageway outside entrance to Mulberry Gate:** Clerk to report to SCC.  
Mr Harwood left the meeting.

## 12. PLANNING APPLICATIONS

**Planning Meeting held on 17<sup>th</sup> April 2014** attended by Ian McBryde, Bridget Huntington, David Archer, Linda Hainge and Joan Harwood.

### **Applications Acknowledged 31<sup>st</sup> March – 4<sup>th</sup> April 2014**

**TA/2014/412/TPO:** Hestia, Herons Lea, Copthorne. TPO 3, 1999 (T) - Reduce crowns of 5 Oak trees by 'drop crotch' method to leave height of 13m & overall spread of 6m.

**Resolved:** FPC will support the opinion of the Tree Officer.

### **Applications Acknowledged 7<sup>th</sup> – 11<sup>th</sup> April 2014**

**TA/2014/543:** 80 and land to rear of 76, 78 & 82 Copthorne Road, Felbridge.

Demolition of existing dwelling. Erection of 5 detached houses with associated access and parking. Details relating to appearance, landscaping and scale. (Reserved Matters).

**Resolved:** FPC are concerned that the houses on Plots 3, 4 and 5 are overcrowded and too close to each other. We reiterate our recommendation that one of these properties is reduced in size to allow more space between the three dwellings. This would also provide a better mix of dwellings as the proposal does not provide any 2 and 3 bedroom houses. The findings of the Felbridge Community Survey carried out last year support the need for smaller dwellings.

**TA/2014/574/TPO:** Rushmore, Domewood, Copthorne. TPO 195 (T) - T1 Oak - Reduce crown by 2m overall to leave height of 19m & radial branch length of 5m. T2 Willow - reduce crown by 2.5m to leave height of 10m & radial branch length of 3m. T3 & T4 Poplar - fell. T5 Conifer - fell. T6 Oak - fell. T7 Oak - reduce Oak to leave stump. **Resolved:** FPC note that there does not appear to be any reference to professional advice with regard to the works to be carried out. FPC will support the opinion of the tree officer in respect of the crown and lateral reductions. In respect of the trees to be felled, FPC ask that the tree officer examines whether the impact of these trees on the nearby buildings has changed considerably since the TPO was made, and whether the T7 oak requires to be felled or simply the crown reduced.

### **Parish Council Meeting held on 1<sup>st</sup> May 2014**

#### **Applications Acknowledged 14<sup>th</sup> – 17<sup>th</sup> April 2014**

**TA/2014/200:** 23 Birch Grove, Felbridge. Erection of single storey extension to rear elevation. (Certificate of Lawfulness for a proposed development). **Resolved:** No Action

**TA/2014/592:** Land at The Limes, The Limes, Felbridge. Variation of condition 2 of planning permission TA/2013/999 dated 6 September 2013 to allow for a side access door to the garage and for a lantern roof to replace approved glazed pitched roof.

**Resolved:** No Action

#### **Applications Acknowledged 21<sup>st</sup> – 25<sup>th</sup> April 2014**

**TA/2014/571/TPO:** Heathersett, Domewood, Copthorne. TPO 195 (T) - 1. Crown reduce 5 Oaks & 3 Beech to residual height of approx. 12m & diametral spread of approx. 6m. 2. Reduce 1 Pine to a residual height of approx. 12m & crown thin by approx. 15%. **Resolved:** FPC will support the opinion of the TDC tree officer.

Mr Harwood returned to the meeting

## 13. CLERK'S REPORT

- (i) **Felbridge Bowling Club:** The Bowling Club's application to the QEII Fields in Trust Surrey Legacy Fund was successful. They received a grant of £3,036 for repaving in front of the pavilion.
- (ii) **Precept:** The half yearly Precept of £7,700 has been credited to FPC's bank account.

## 14. BUSINESS FOR NEXT MEETNG - Revised Financial Regulations.

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

The next Parish Council Meeting will be held on Thursday 5<sup>th</sup> June 2014 at 7.30pm. A Planning Meeting will be held on 15<sup>th</sup> May 2014.

The meeting closed at approximately 10.10pm.

RW

13<sup>th</sup> May 2014

Copies sent to:- all Parish Councillors, District Councillor, County Councillor, EG Courier and Observer, Felbridge School, Surrey Police, Felbridge School Governors.