

# **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 Thursday 7<sup>th</sup> May 2015 at 7.30pm in the Village Hall**

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)  
Mrs. Patricia Slatter (in attendance)

1. **APOLOGIES FOR ABSENCE** – were received from Councillor Michael Sydney

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

There were no further additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Annual Parish Meeting and Parish Council Meeting held on Thursday 9<sup>th</sup> April 2015 were approved and signed.

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

- (i) **Skateboard Ramp:** 9C Solutions have confirmed that parts are now in stock and work will be completed by mid-May
- (ii) **MSDC Planning Policy Update – District Plan 2014-2031: Consultation Draft:** FPC will respond when the Consultation process opens.
- (iii) **Drainage Ditch in front of Village Hall:** Has still not been cleared. Steve Hyder to send the TDC maintenance contractor to remove leaves from this ditch.  
**Resolved:** Clerk to check if this has been done.
- (iv) **Post alongside Verge in Crawley Down Road:** The broken post near the Village Hall has now been replaced.
- (v) **Damaged Verge:** The verge outside No 34 Crawley Down Road has been badly damaged during the building of the new property. Steve Hyder, TDC, has re-visited the property and put a note through the door asking the owners to reinstate the verge and drive. Steve Hyder will follow up.

## 5. ONGOING ITEMS

### (i) Community Consultation:

#### Transport/Environment and Green Issues: –

Actions completed:-

- a. Welcome to Felbridge White Gates: Jeremy Clarke and Clerk to meet Philippa Gates on 13<sup>th</sup> May to discuss location of gates.
- b. Gullege Bridleway – Notices asking for volunteers to join the action group have been produced and will be erected at both ends of the Gullege Bridleway.

#### Leisure and Health Actions:-

- a. Seats – Jeremy Clarke circulated details of oak and pine construction shelters and will carry out further research.
- b. Toilet Facility in Village Hall Grounds – Ian McBryde has suggested investigating electronic opening devices as an alternative to having to physically unlock and lock a facility each day.

(ii) Hub Project: The next urban cut will take place w/c 11<sup>th</sup> May.

## 6. FINANCE

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

137	P. Slatter	Clerk's salary for May 15	£221.00
138	HMRC	Income Tax for May 15	£ 55.20
139	P. Slatter	Office Allowance and Petty Cash for April and May 15	£139.80
140	B. Wright	Bus Shelter Cleaning	£ 36.00
141	L. Hainge	Refreshments for Annual Parish Meeting	£ 13.50
142	SLCC	Annual Membership	£ 96.00
143	Felbridge Village Hall	Donation	£500.00
144	P. Frost	Audit	£113.34
145	Broker Network Ltd.	Parish Council Insurance	£505.07

(ii) Section 137 Payments:

St John Ambulance: In response to a letter from the Clerk to clarify the position, St. John's Ambulance acknowledge that they were unaware of the planned changes to the Crawley Down Road site when their request for funding was made.

Surrey Wildlife Trust: Clerk wrote to ask for more information on the location of the works and asked for more detailed costings to be received by the end of April. No more information has been received.

1<sup>st</sup> Hedgecourt Scouts: Request for a grant towards buying eight new tents and a camping stove costing £600. **Resolved:** £300 donation agreed

(iii) Precept: The first instalment of the precept of £7700 has been received

(iv) Annual Return: Ian McBryde signed page 2 of the Annual Return. Ian McBryde and Patricia Slatter signed page 3 of the Annual Return.

- (v) **The Local Audit and Accountability Act 2014** should have been approved by Parliament on 1<sup>st</sup> April but in view of the election this may have been delayed. Basically the Act means that councils with a turnover of less than £25000 will after 2017 no longer need an External as well as an Internal Audit. Brian Apps is attending a SSALC Workshop on 19<sup>th</sup> May to get a full briefing and will report back in detail to the June meeting.
7. **ALL WEATHER PLAYGROUND SURFACE:** TDC's playground maintenance contractor – Nick Dance – has swept the all-weather flooring to remove moss and debris and will weed killer the edges under the fencing and hedge.
8. **COUNCILLORS' FEEDBACK**
- (i) **Vehicle Activated Sign on Woodcock Hill:** Bridget Huntington reported that the sign was being obscured by hedging. **Resolved:** Clerk to report to SCC and write to resident.
- (ii) **Accidents on A264 Furnace Wood:** Jeremy Clarke reported that two accidents had taken place within 24 hours. The roof of one vehicle had to be removed to rescue the driver. It was noted that the right turn road markings at the entrance into Furnace Wood had been removed. **Resolved:** Clerk to write to Councillor Sydney to raise concerns.
- (iii) **Footpath 286:** Bridget Huntington reported that footpath 286 which runs from behind Whittington College to Felbridge Showground was overgrown. **Resolved:** Clerk to report to SCC.
9. **SURREY HIGHWAY REPAIRS:**
- (i) **A264/A22 Junction at Star Inn:** Councillor Michael Sydney reported that he was hoping to organise a meeting with the Surrey and Mid Sussex MPs, FPC, Surrey and West Sussex Highways, within the next few weeks, to discuss this junction. He will contact the Clerk when he has a date.
- (ii) **Mill Lane:** Large pothole just before Hedgecourt Lake, near public footpath on left, reported to SCC 16.2.15, ref MG00723611. Re-reported by Joan Harwood on 1.4.15.
- (iii) **New Pavement alongside Crawley Down Road:** The street light that was removed by WSCC has now been reinstated.
- (iv) **West Park Road:** The pothole 200 yards before Snowhill Garden Centre on the westbound carriageway has been reported to SCC.
- (v) **Crawley Down Road:** The sunken drain/pothole near No 11a, opposite the school, on the westbound carriageway has been reported to SCC.

Ken Harwood left the meeting.

10. **PLANNING APPLICATIONS**  
**Planning Meeting held on 23<sup>rd</sup> April 2015** attended by David Archer, Joan Harwood and Jeremy Clarke.  
**Applications Acknowledged 7<sup>th</sup> – 10<sup>th</sup> April 2015**  
 None in Felbridge  
**Applications Acknowledged 13<sup>th</sup> – 17<sup>th</sup> April 2015**
- (i) **TA/2015/686:** Land North of 2 Purley Cottages, West Park Road, Copthorne. Stationing of a residential mobile home. (Certificate of Lawfulness for an Existing Use). **Resolved:** No Action.

- (ii) **TA/2015/663/TPO:** Windrush, Herons Close, Copthorne. TPO 4, 2007 (T) - Reduce crowns of 15 x Birch trees to leave residual height of 7.6m & reducing lateral branches in proportion. **Resolved:** FPC will support the tree officer's opinion, but wish to point out that there is no supporting evidence statement for the condition of the trees as the reason for requesting the work.  
**Parish Council Meeting held on 7<sup>th</sup> May 2015**  
**Applications Acknowledged 20<sup>th</sup> -24<sup>th</sup> April 2015**
- (iii) **TA/2015/754:** Churchill House, West Park Road, Newchapel. Erection of detached outbuilding with integral garage to south of existing dwelling. (Certificate of Lawfulness for a Proposed Use or Development). **Resolved:**  
**Applications Acknowledged 27<sup>th</sup> April – 1<sup>st</sup> May 2015**
- (iv) **TA/2015/784:** 82 Copthorne Road, Felbridge. Erection of part single/part two storey side and rear extension. **Resolved:** Will be reviewed at the next Planning Meeting.

11. **CLERK'S REPORT**

- (i) **Tandridge District Housing and Economic Land Availability Assessment:**  
Clerk has written to TDC with the one suggested site to be included, which is the Kwikfit/Hydropool/Sussex Beds Site.
- (ii) **Old Maps:** The two sets of plans for Felbridge dated c1869 have now been passed to the Felbridge History Society.
- (iii) **Dog Waste Bin in Copthorne Road:** Bin has been ordered to be located next to footpath 367.

12. **BUSINESS FOR NEXT MEETING**

Local Audit and Accounts Act 2014  
Defibrillator in Felbridge  
New Transparency Code  
Internal Control Procedures

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

The next Parish Council Meeting will be held on Thursday 4<sup>th</sup> June 2015 at 7.30pm, in the Committee Room. A Planning Meeting and the Annual Meeting will be held on 21<sup>st</sup> May 2015.

The meeting closed at approximately 8.55pm.

Patricia Slatter  
Parish Clerk  
21<sup>st</sup> May 2015

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