



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 3rd November 2022 **at 7.30 pm in Felbridge Village Hall**

Present:

Cllr. Bridget Huntington (Chairman)
Cllr. Jeremy Clarke (Planning Chairman)
Cllr. Lesley Steeds (County Councillor)
Cllr. Judy Moore (District Councillor)
Mrs. Patricia Slatter (in attendance)

Cllr. Jo King
Cllr. Joan Harwood

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. Horwood, Cllr. Chapman and Cllr. McBryde

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

None to add to those previously disclosed.

3. **APPROVE MINUTES OF PREVIOUS MEETING**

Minutes of the Parish Council Meeting held on Thursday 6th October were approved and signed.

4. **CHAIRMAN'S REPORT**

King Charles' Coronation

The date for King Charles' coronation has been confirmed for Saturday 6th May.

Felbridge Parish Council 70th Anniversary

Felbridge Parish Council was formed on 1st April 1953 so 2023 will be the 70th Anniversary. The Chairman suggested that this significant anniversary should be marked in some way. **Action:** Clerk to check availability of dates in April 2023 for Felbridge Village Hall. The usual Annual Parish Meeting could potentially be extended to offer an opportunity for local groups to share information and opportunities with residents. **Action:** Clerk to follow up.

Coffee Van Facility

Councillors confirmed their ongoing support for this facility, which has proved so popular with residents and their disappointment that the service will be interrupted. The Felbridge Village Hall Committee have objected to the facility operating in the car park. Alternative locations in the immediate area are being investigated by TDC. **Resolved:** There is no opposition to the small directional board being placed alongside the footpath on Crawley Down Road providing this is only in place during operating hours and while under licence from TDC.

5. FINANCE

(i) Receipts and Payments for October 2022

Date	To / From	Description	Amount	Current Account	Deposit Account
30 Sept		Brought Forward		£19589.37	£25045.21
		Receipts		0.00	£3.17
		Payments			
5 Oct	Wright	Bus Shelter Cleaning	£45.00	-45.00	
5 Oct	Hire-a-Loo	Temporary Toilet Hire	£132.80	-132.80	
5 Oct	HMRC	Tax & NI	£270.80	-270.80	
5 Oct	Nick Dance	Grass Verge Cutting	£528.00	-528.00	
5 Oct	Nick Dance	Table Tennis Base Ext	£780.00	-780.00	
5 Oct	PKF Littlejohn	External Audit Fee	£240.00	-240.00	
6 Oct	Clerk	Payroll	£912.04	-912.04	
11 Oct	NEST	Pension Contribution	£172.51	-172.51	
		Sub-Total	£3081.15	-£3081.15	
		Transfers	Nil		
		Carried Forward		£16508.22	
		Bank Balances		£16508.22	£25048.38
31 Oct	Available Funds - Current a/c plus Deposit a/c			£41556.60	
31 Oct	Allocated Reserves - traffic calming £2K, bus shelter £6K, playground £15K, skateboard ramp £2k) includes restricted use CIL revenue			-£25000.00	
31 Oct	General Reserve (Available Funds minus Allocated Reserves)			£16556.60	
Current and Deposit Account statements were circulated to councillors on 1 st November 2022, along with the above record of receipts and payments, for transparency and confirmation of accuracy					

(ii) **Second Quarter Finance Review**

The financial records for April-September 2022 had been circulated and were noted. Expenditure was broadly in line with forecast.

(iii) **Budget 2023-2024**

Councillors considered the budget figures presented by the Clerk/RFO for the financial year 2023-24. **Resolved:** An annual budget of £27K was approved for the financial year 2023-2024.

(iv) **Precept Level 2023-24**

Despite year on year cost increases, the precept level has not increased since 2020-21. Councillors had taken the decision to freeze the precept during this period and make up the cost difference from general reserves. Rather than carry forward an increasing budget deficit, a decision was taken that the precept level should reflect the budgeted expenditure for the coming financial year. This would mean an average increase per property in Felbridge of around £3 per year. **Resolved:** An annual precept level of £27K was approved for the financial year 2023-24. **Action:** Clerk to inform TDC

(v) **Appointment of Internal Auditor for 2023-2024**

The Clerk/RFO recommended retaining Peter Frost as Internal Auditor for the financial year 2022-23. This would be the third year that he would work with the existing RFO. PKF Littlejohn have been appointed by central government as External Auditor for smaller parishes for a further five year period. **Resolved:** Peter Frost to be appointed as Internal Auditor for the financial year 2022-23

6. VILLAGE MAINTENANCE

(i) **Grass Cutting:** A sixth cut will be scheduled. **Action:** Clerk to arrange.

(ii) **Defibrillator:** The equipment is subject to a manufacturer recall since it requires a software update. It will be marked as unavailable during this period. **Action:** Clerk to arrange.

(iii) **Copthorne Road Bus Shelter:** Replacement acrylic panel has been ordered

7. COUNTY COUNCILLOR REPORT

Cllr. Steeds reported that increasing costs make it likely that Surrey County Council would be seeking a precept increase of 5%. She continues to liaise with Surrey Highways regarding the Star and Imberhorne Lane Junctions particularly in relation to planned development in the area.

8. DISTRICT COUNCILLOR REPORT

Cllr. Moore reported that Hedgecourt Scouts had been given inaccurate information by an ex-TDC Planning Officer which suggested that an application to build an extension to the Village Hall might be acceptable. It was noted that the land around Felbridge Village Hall is a King George's Field and is protected by the Fields in Trust charity. A regular booking meant that the Scouts were unable to use the hall often enough to meet demand. Other options were being sought.

9. COUNCILLORS' REPORTS/UPDATES

VAS on A22: Cllr. King reported that the Vehicle Activated Sign on Woodcock Hill is working again.

Imberhorne Lane Proposed Development: It was noted that while letters inviting residents to attend a presentation on this proposal had been sent to some Felbridge residents, this did not cover all addresses. Cllr. King considered that all addresses should have been included. **Action:** Clerk to ask that letters are sent to addresses not included in the original distribution.

Overgrown Hedge on Rowplatt Lane: Cllr. Huntington has reported to Surrey Highways.

10. SURREY HIGHWAYS/RIGHTS OF WAY/TDC :

Surrey Highways

Roadworks on Crawley Down Road: The road closure by SGN to bring gas to the 11a Crawley Down Road has had a major impact on traffic and led to problems for Rowplatt Lane residents.

Limes Pond Clearance

TDC have arranged for the Limes Pond to be cleared.

Cllrs. Steeds and Moore left the meeting.

11. PLANNING

(i) Applications in Felbridge

Applications considered at the Planning Meeting on 20th October attended by Cllr. Clarke, Cllr. Huntington, Cllr. McBryde, Cllr. King and Cllr. Harwood:

2022/1108 Edenbrook, Wire Mill Lane, Lingfield, RH7 6HU

Erection of garage and storage building

Resolved: Felbridge Parish Council are unable to determine their comments on this application as we consider the application to be incomplete in that 1) The planning history does not extend to cover the full recent history of this site including a refused CLUED in 2020 for a retrospective building including a gym and pool house; 2) The photographs show a considerable sized ancillary building (the pool house), but this is not included in the site block plans; 3) The location plan shows the former house that has been demolished and therefore is misleading. We therefore feel that it is currently impossible for us to determine the potential impact of the garage and store in relation to it being a dominant feature or its potential detractor from the rural character or appearance of the locality as required by DP14. We would be happy to consider the application again with a suitable amended design and access statement and accompanying plans.

Applications considered at the Parish Council Meeting

2022/1031 Land East of Woodcock Hill, Felbridge, RH19 2RD

Erection of replacement fencing

Resolved: Felbridge Parish Council object to this application as it appears to be the same as 2021/772 which was refused by the officer. It is also noted that the images of fly tipping show these were in front of the fence line.

2022/972 The Granary, Rowplatt Lane, Felbridge RH19 2PA

Erection of side and rear extension to dwelling with detached garden shed in back garden

Resolved: Councillors were unable to submit a comment on this application since the documents were not available on the TDC Portal in time for enough councillors to be able to view them in advance of the meeting. It will therefore need to be carried forward to the next meeting on 17th November

(ii) Applications Received by Neighbouring Authorities

EG Town Council – none which directly affect Felbridge

Worth Parish Council – none which directly affect Felbridge

(iii) TDC Planning Portal Issues

Councillors noted that there continued to be issues with accessing the TDC Planning Portal and in viewing and downloading documents. While District Cllr. Moore had offered to provide paper documents to Parish Councillors, this would not help residents who found themselves unable to view documents on applications which directly affect them. **Resolved:** Cllr. Moore was asked to raise this issue with the TDC Planning Department on behalf of the residents she represents. **Resolved:** Councillors are concerned that ongoing accessibility issues could mean that TDC Planning are failing to fulfil their obligations under the Town and Country Planning Act and want the Clerk to write to the TDC Legal Department to confirm these concerns. **Action:** Clerk to write to TDC Legal.

(iv) MSDC Development on Felbridge Border - Land west of Imberhorne Lane:

A public exhibition of the proposals will be taking place on 18, 20 & 21 November at East Court Mansion, East Grinstead. The proposals will also be available to view on www.landwestofimberhornelane.co.uk from 1pm on Friday 18 November. Comments can be made through the website until Monday 5th December.

12. CLERK'S REPORT

Meeting Dates for 2022-23: Dates have been confirmed and a list will be circulated to councillors.

Correspondence: Issues covered include development, planning and traffic.

Roadworks

SGN: Clerk shared information found online regarding the SGN roadworks with the local schools and on social media to raise awareness. Contact now made at SGN for future communication.

UK Power Networks: Further roadworks are now scheduled for 21st-30th November again for the 11a Crawley Down Road development.

Tandridge Boundary Commission: Clerk will be attending a briefing on 13th December

13. DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS

The next full Parish Council meeting will take place on Thursday 1st December. A Planning Meeting is scheduled for 17th November.

The meeting closed at approximately 2025.

Patricia Slatter

Clerk to Felbridge Parish Council

