

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 5th February 2015 at 7.30pm in the Village Hall, and of the Planning Meetings held on 18th December 2014 and 15th January 2015

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

1. **APOLOGIES FOR ABSENCE** – were received from Mr Ian McBryde, Mrs Joan Harwood and Mr Michael Sydney (County Councillor).

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

Councillor David Archer declared a Disclosable Pecuniary Interest in Planning Application TA/2015/86, the nature of the interest being that he knows the owners of this property. In accordance with the Council's Code of Conduct, he left the meeting on 5th February 2015 whilst this matter was being discussed and voted upon. There were no further additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 4th December 2014 and the Planning Meeting held on 20th November 2014 were approved and signed.

The Chairman welcomed Marnie Cotterill, Social Care Development Coordinator (SCDC), Tandridge Locality Team, who spoke about the Social Care Team and her role. The SCDC role, which is new for Surrey, is to find out what services are already available within the District which could help the 1,600 residents cared for by the team. A pilot scheme has started in 2015 with Wellbeing Advisors located at doctors surgeries in Oxted and Smallfield. Marnie agreed to investigate funding available for personal alarms.

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

- (i) **Skateboard Ramp:** The new skateboard is being constructed for installation during February 2015. TDC have agreed to use their tractor and fork lift during installation to avoid damage to the grassed areas.
- (ii) **Verge outside Wards Farm:** The pavement has been cleared by the community gang. The verge bordering Wards Farm will be added to the 2015 rural cut schedule.
- (iii) **FSRA Carpark:** Clerk sent an email to Chris Voller to confirm that the carpark is included in the FSRA lease and the gate should be left open between dawn and dusk.
- (iv) **Request for grant from Victim Support:** The Volunteer Fundraiser has been unable to supply any evidence of help given to Felbridge residents and has therefore withdrawn their request.

- (v) **MSDC Planning Policy Update – District Plan 2014-2031: Consultation Draft:** The Chairman responded on behalf of FPC with comments concerning DP9 Protection and Enhancement of the Countryside, DP10 Preventing Coalescence, DP18 Transport and Sustainability Appraisal.
- (vi) **Letter from Surrey Police and Crime Commissioner:** An increase of 1.99% in the Surrey Police Council Tax Precept has been agreed.
- (vii) **Rodent Problem at Village Hall:** The problem is under control.
- (viii) **Drainage Ditch in front of Village Hall:** Linda agreed to monitor the state of the ditch.
- (ix) **Chevrons on roundabout at Mormon Temple:** Clerk sent email to Michael Sydney on 29.12.14 to suggest that the chevrons should be lowered to aid visibility.
- (x) **Parish Council Elections in May:** Jeremy agreed to add local information to poster supplied by SALC.
- (xi) **Surrey Local Transport Review:** SCC received 6,350 responses to this consultation questionnaire, one of the biggest responses ever received by SCC to a consultation.

5. **ONGOING ITEMS**

- (i) **Community Consultation:**
Transport/Environment and Green Issues: –
Actions completed:-
 - a. **Gullege Bridleway** – Grants are available from the Gatwick Airport Community Trust. Volunteers are needed to apply for grants. **Resolved:** Bridget and Jeremy agreed to draft a notice asking for volunteers to join the action group. David agreed to contact Sue Phillipson re cutting channels in the mud band to try to improve drainage.**Leisure and Health Actions:-**
 - a. **Footpaths** – The owner of Garthfield Barn has improved footpath 263 alongside his property and made it safer for walkers.
 - b. **Outdoor Gym** – 7 pieces of gym equipment were installed in the village hall grounds in December 2014 and funded by Surrey’s Adult Social Care Budget – Personalisation, Prevention and Partnership (PPP) Grant.
 - c. **Seats in Village Hall Grounds** – to be added to March agenda.
- (ii) **Hub Project:** Jeannie Crosby, Burstow PC Clerk, has had meetings with both the rural and urban contractors and has issued a schedule for 2015 urban cuts (copy in circulation bag). The verge bordering Wards Farm will be added to the 2015 rural cut schedule.

6. **FINANCE**

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

| | | | |
|-----|--------------------------|---------------------------------|---------|
| 117 | B. Wright | Bus shelter cleaning for Feb 15 | £36.00 |
| 118 | R. White | Clerk’s salary for Feb 15 | £253.58 |
| 119 | HM Revenue & Customs | Income Tax for Feb 15 | £63.20 |
| 120 | R White | Office Allowance for Feb 15 | |
| | | + Petty Cash Dec/Jan | £78.41 |
| 121 | Information Commissioner | Data Protection Renewal | £35.00 |
- (ii) **Section 137 Payments:**
Surrey Wildlife Trust: FPC have received a letter requesting a donation towards their Treasure Chest Appeal. Every £1 donated will unlock an extra £9 from Surrey businesses. FPC agreed to a donation of £50 if SWT can confirm

that Hedgecourt Lake is one of the sites that would benefit. **Resolved:** Clerk to write to SWT.

Surrey Playing Fields: FPC agreed to renew their affiliation for 2014/15 at a cost of £50.

- (iii) **Budget for 2014/15:** The money budgeted for gym equipment is now available for other projects which were identified in the Community Consultation Survey, such as an externally maintained toilet facility, cleaning of the all weather surface at the playground. To be added to March agenda.
- (iv) **Expenses:** Councillors were reminded to submit any expenses claims to the Clerk by end February, for cheques to be signed at the March meeting.
- (v) **New Pension Arrangements for Clerks:-** If the Clerk wishes to join a pension scheme, FPC would be required to make an initial contribution of 1%.

7. **COUNCILLORS' FEEDBACK**

- (i) **Post alongside Verge in Crawley Down Road:** A post near the village hall entrance is broken. **Resolved:** Clerk to arrange for a replacement post.
- (ii) **Damaged Verge:** The verge outside No 34 Crawley Down Road has been badly damaged during the building of the new property. **Resolved:** Clerk to write to the owners to ask them to reinstate the verge and drive.
- (iii) **Fly Tipping:** Two serious incidents of fly tipping in Stub Pond Lane have been investigated and removed by TDC.

8. **SURREY HIGHWAY REPAIRS:**

- (i) **Surrey Highways Strategy for Tandridge:** FPC have reviewed this plan and responded to SCC. 8 projects in Felbridge have been identified with 'short' timeframes (i.e. starting before March 2016), with funding indicated as Local Committee contribution/CIL. FPC do not believe that this level of infrastructure work could be achieved within the stated timeframe and therefore believe that this plan is undeliverable.
- (ii) **A264 Copthorne Road:** Two new potholes near to Furnace Wood were reported to SCC on 30.12.14, ref MG00712135. These were badly repaired on 2.1.15. Photos emailed to SCC on 6.1.15. Email received from SCC on 13.1.14 to say potholes would be reinvestigated.
- (iii) **Pavement in Crawley Down Road:** Flooding along pavement between Warren Close and Village Hall entrance reported to SCC on 8.1.15 (ref MG00713855) and 19.1.15 (ref MG00716389). Emailed received 13.2.15 from SCC to say work completed. Situation to be monitored.
- (iv) **Pavement outside St John's Ambulance Station:** Both areas had been repaired when checked on 23.12.14
- (v) **Mormon Temple Roundabout:** Email sent to Michael Sydney on 30.12.14 re lowering the height of the chevrons on this roundabout.
- (vi) **A22 London Road:** Pothole outside Hydropool showroom had been repaired when checked on 6.1.15
- (vii) **Pavement outside Lyric Cottage in Rowplatt Lane:** Reported to SCC on 23.12.14, ref MG00711427. Repaired when checked on 6.1.15.
- (viii) **Pavements alongside A22:** All had been cleared when checked on 6.1.15.
- (ix) **Copthorne Road:** Large amount of debris on westbound verge between Furnace Wood and county boundary. "Right turn ahead" sign lying on verge opposite bus lay-by. **Resolved:** Clerk to report to SCC.
- (x) **Puffin Crossing on Copthorne Road:** Green light on westbound carriage not working. **Resolved:** Clerk to report to SCC.

- (xi) **Pavement alongside Copthorne Road:** The pavements between Housmann Close and the Puffin Crossing need clearing of mud and dead leaves. **Resolved:** Clerk to ask if the Community Gang can clear these pavements.
 - (xii) **Hedges alongside Copthorne Road:** Some of the hedges are beginning to cause an obstruction to pedestrians. **Resolved:** Clerk to send letters to residents to ask them to cut back their hedges. Ken agreed to circulate a reminder via the hub email.
 - (xiii) **Verges alongside Crawley Down Road:** The verges are becoming damaged alongside entrances to some houses and opposite the football ground. FPC agreed to monitor the situation over the next 3 months.
- Ken Harwood left the meeting.

9. **PLANNING APPLICATIONS**

Planning Meeting held on 18th December attended by Brian Apps, David Archer, Linda Hainge, Joan Harwood, Bridget Huntington, Ian McBryde and Jeremy Clarke.

Applications Acknowledged 1st – 5th December 2014

TA/2014/1623: Woodpeckers, Herons Lea, Copthorne. Demolition of dwelling. Erection of dwelling, double garage and swimming pool. **Resolved:** FPC objects to this application in the Green Belt as it represents a massive increase in built volume compared to the existing bungalow. This also represents the loss of a small dwelling.

Noted: TA/2014/1794: Land to the South of Crawley Down Road, Felbridge – submission of amended site plans. Noted by FPC.

Applications Acknowledged 8th – 12th December 2014

TA/2014/1899: Clannaborough, Domewood, Copthorne. Erection of first floor extension over existing porch. **Resolved:** No Action.

TA/2014/1975: Foxlands Farm, West Park Road, Newchapel. Demolition of existing buildings. Erection of dwelling. (Outline Application all matters reserved). **Resolved:** FPC strongly object to this application for a new dwelling in the Green Belt. There is no overwhelming justification for this additional dwelling.

Planning Meeting held on 15th January 2015 attended by Brian Apps, David Archer, Joan Harwood, Bridget Huntington, Ian McBryde and Jeremy Clarke. Clerk in attendance.

Applications Acknowledged 8th – 12th December 2014

TA/2014/1961: Faringay, West Park Road, Copthorne. Erection of two storey side extension and infill to porch. **Resolved:** No Action

Applications Acknowledged 15th – 19th December 2014

None in Felbridge

Applications Acknowledged 22nd December 2014 – 2nd January 2015

TA/2014/1984: Lake View Cottage, Eastbourne Road, Newchapel. Erection of single storey extension to east elevation, dormer window to rear roof slope to provide additional habitable accommodation with Juliette balconies and front porch. (Certificate of Lawfulness for a Proposed Use or Development). **Resolved:** No Action.

TA/2014/2043: Woodside Cottage, West Park Road, Copthorne. Erection of single storey rear and side extensions with part flat part pitched roofs. (Certificate of Lawfulness for a Proposed Use or Development). **Resolved:** FPC are concerned about the proximity (less than one metre) to the northern boundary of the proposed extension.

Applications Acknowledged 5th – 9th January 2015

TA/2014/2038: Forge Farm Nurseries, West Park Road, Newchapel. Variation of condition 4 of permission App/M3645/A/09/2108985 dated 21 December 2009 to allow the temporary use of the land as a private gypsy caravan site to become a permanent site and for the removal of condition 1 to allow un-named persons to live at the site.

Resolved: FPC believe that the decision about the change from temporary to permanent

should be made by TDC. FPC do not consider that any overwhelming reason has been given in the application for the removal of the condition that this site is used only by one family.

TA/2014/2063: Green Meadows Farm, Mill Lane, Felbridge. Stationing of a mobile home to provide ancillary residential use. (Certificate of Lawfulness for a Proposed Use or Development). **Resolved:** FPC agree in principle but ask that TDC agree with the applicant a condition that the mobile home is removed when it is no longer required by the relative.

Parish Council Meeting held on 5th February 2015

Applications Acknowledged 12th – 16th January 2015

TA/2015/47: Wembury Park, access road adjoining A22, Newchapel. Erection of entrance gates, 2 brick piers with attached lighting, metal side railings to either side with pedestrian gate incorporated in left side railing. **Resolved:** No Action.

Applications Acknowledged 19th – 23rd January 2015

TA/2015/75: Churchill House, West Park Road, Newchapel. Variation of condition 2 of planning application GO/27210/C dated 26 August 1968 to remove the agricultural occupancy condition. **Resolved:** FPC are concerned about the loss of a small agricultural dwelling in Green Belt when there may be a housing need for such dwellings.

TA/2015/62: Blackberry House, Herons Close, Copthorne. Erection of single storey extension to front, rear and side elevations. Erection of raised roof to provide first floor habitable accommodation. **Resolved:** FPC are concerned about a building addition which is so far in excess of 25% of the size of the existing building. FPC would also ask TDC to ensure that the first floor western windows do not cause a negative impact on the neighbouring property.

David Archer left the meeting

Applications Acknowledged 26th – 30th January 2015

TA/2015/86: Glentool, 23 Rowplatt Lane, Felbridge. Erection of two storey side extension and single storey rear extension. **Resolved:** No Action

David Archer and Ken Harwood rejoined the meeting.

10. CLERK'S REPORT

- (i) **Gatwick Airport Consultation:** The Chairman responded to the Airports Commission Consultation on behalf of FPC including the following comments. FPC voted unanimously to object to the proposals to build a second runway at Gatwick Airport on the following grounds:- higher degree of noise disturbance over Felbridge, more vehicle movements putting strain on local roads, extra housing putting pressure on the Green Belt and strain on other infrastructure, detrimental effect on the local area and Felbridge, in particular.
- (ii) **Jubb Consulting Survey and Review of Traffic Conditions:** Jubb transport consultants arranged a briefing on 13th February at Chequer Mead to talk through their survey. Jeremy and Ken to attend.
- (iii) **CIL Governance Sessions:** These have been arranged by TDC on 25th and 26th February. FPC councillors will attend.
- (iv) **Section 137 Value for 2015/16:** This is being raised by 2.26% to £7.36 per elector.
- (v) **Councillor Training:** FPC agreed they would continue to arrange training when necessary and did not wish to amend the Standing Orders.
- (vi) **Gatwick Airport:** A letter has been received from the Head of Community Engagement suggesting a meeting with residents to discuss local issues. **Resolved:** Clerk to contact other Lingfield Division Clerks to suggest a joint meeting, which Ken Harwood would coordinate.

- (vii) **Released Potential CIC:** This social enterprise has recently been established to deliver commercial projects in prison for ex-offenders, including engineering, woodwork, printing. **Resolved:** FPC will consider this service in future.
- (viii) **TVSC Network Lunch:** The next lunch will be held on 12th February, with speakers from YMCA East Surrey and Surrey Clubs for Young People.
- (ix) **South East Coast Ambulance Service:** A letter of thanks has been received for FPC's donation.
- (x) **Precept:** The taxbase for Felbridge has been agreed at 1137.0 which means the Band D figure will be £13.54.

11. **BUSINESS FOR NEXT MEETING**

Extra Seating in Village Hall Grounds and toilet facilities
Playground All Weather Surface

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

The next Parish Council Meeting will be held on Thursday 5th March 2015 at 7.30pm. A Planning Meeting will be held on 19th February 2015.

The meeting closed at approximately 9.50pm.

RW

17th February 2015

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