



## **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 5<sup>th</sup> December 2019** **at 7.30 pm in Felbridge Village Hall**

Present:

Cllr Georgina Chapman (Chairman)  
Cllr. Joan Harwood  
Cllr. Ian McBryde (Vice-Chairman)  
District Councillor Ken Harwood  
Mrs. Patricia Slatter (in attendance)

Cllr. Jeremy Clarke  
Cllr. Bridget Huntington

1. **APOLOGIES FOR ABSENCE**

Received from County Councillor Lesley Steeds and Councillor Jo King

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

No additions to those already registered.

3. **APPROVE MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council Meeting held on Thursday 7<sup>th</sup> November 2019 were approved and signed.

4. **VILLAGE MAINTENANCE**

(i) **Grass Cutting:** Now complete for 2019.

(ii) **Flower Seeding on Verges:** Councillors would like to progress seeding part of the grass verge near to Ward Farm, ensuring that sight lines are maintained. A small notice to be placed at the site.

**Action:** Clerk to progress

(iii) **Off Road Footpaths:** **Action:** Clerk to progress clearance of footpaths with contractor in February.

## 5. FINANCE

### (i) Receipts and Payments for November 2019

Date	To / From	Description	Amount	Current Account	Deposit Account
31 Oct		Brought Forward		£25346.70	£25028.25
		<b>Receipts</b>			
15 Nov	HMRC	VAT Refund April-October 2019	£940.29	+£940.29	
		<b>Payments</b>			
4 Nov	Contractor	Footpath Clearing/Gate Installation	£588.00	-£588.00	
11 Nov	NEST DD	Pension Contribution	£185.96	-£185.96	
12 Nov	Clerk	Payroll October	£936.40	- £936.40	
12 Nov	Clerk	Office Expenses October	£19.30	-£19.30	
14 Nov	SLCC	Clerk VAT Training	£84.00	- £84.00	
15 Nov	HMRC	Tax/NI October	£338.71	-£338.71	
15 Nov	Contractor	Grass Cutting	£468.00	-£468.00	
18 Nov	Hire-A-Loo	Temporary Toilet Hire Oct/Nov	£144.00	-£144.00	
26 Nov	Cleaner	Bus Shelter Glass Cleaning	40.00	-£40.00	
		Sub-Total	£2804.37	-£2804.37	
		<b>Transfers</b>	Nil		
30 Nov		Carried Forward		£23482.62	£25,028.25
		Less Unbanked Transactions		-£100	
		Bank Balances including unbanked transactions		£23382.62	£25,028.25
30 Nov	Available Funds - Current a/c plus Deposit a/c excluding unbanked transactions ( <b>includes c/f CIL revenue of £22669.03</b> )			£48510.87	
30 Nov	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground £15k, skateboard ramp £2k, grass cutting £1k)			-£26000.00	
30 Nov	General Reserve (Available Funds minus Allocated Reserves)			£22510.87	
The balances for both the current and deposit accounts were verified against the latest online bank statements and signed by the Chairman as accurate.					

(ii) **VAT Refund:** It was noted that the VAT refund for the period April-October 2019 has been received.

## 6. COUNCILLORS' REPORTS/UPDATES

- (i) **Furnace Wood Sight Lines:** Although sight lines for pedestrians should be 120m, at the crossing point for the bus stop on the Copthorne Road sight lines are just 20m. **Action:** Clerk to follow up with Highways Officer
- (ii) **TDC Planning Consultation:** Cllr. Clarke has advised the Planning Department at Tandridge District Council that developers have not yet submitted a planning application for the access road to link a development currently under construction with the access point on the Crawley Down Road. **Action:** Clerk to monitor
- (iii) **TDC Meeting on Traffic in Felbridge:** Councillors Chapman and Clarke attended a meeting at Tandridge District Council to regarding traffic problems at the Star Junction. Options for modifications to the A22/A264 junction were discussed and it was agreed that that Felbridge Parish Council would be updated once a decision had been made between TDC and the neighbouring authority.

## 7. SURREY HIGHWAYS:

**Recent Reports:** Loose drain cover with pothole along one side at Star Junction; Chevron sign lying in ditch near to The Coach House/Stone Cottage on the A22.

**Rowplatt Lane – Unsuitable for HGV Signs:** Surrey Highways have now provided drawings which were approved by Felbridge Parish Council. Awaiting costing confirmation. **Action:** Clerk to monitor.

**Surrey Highways Traffic Measurement:** Councillor Jeremy Clarke had a constructive meeting with the Surrey Highways Modelling Team on 19<sup>th</sup> November. The team confirmed that they did not validate LinSig junction models against queue length studies as they believed that the model was ‘close enough’ without validation. They agreed that the queue data for the Felbridge junction demonstrated that the LinSig model was considerably under-predicting the current junction saturation and are now aware that JCT (the creators of the LinSig model) are recommending a different approach to the modelling of junctions that are nearing saturation to improve the model accuracy. They have agreed to investigate improving their process to identify issues such as queues extending beyond the limit of visibility or inappropriate selection of the ‘peak hour’. They do not believe that creating two right turns southbound onto the A22 will increase the A264 vehicle capacity despite this being the proposed solution, but their role is only to carry out the modelling, not to comment upon proposals or be part of the decision making process.

## 8. **PLANNING**

### (i) **Applications in Felbridge**

**TA/2016/2099** Snow Hill Plant and Garden Centre, Snow Hill Lane, RH10 3EY

Details pursuant to the discharge of Condition 8 (Access Scheme)

**Resolved:** No Action

**TA/2019/1674/TPO** 4 Hamptons Mews, Felbridge, RH19 2ET.

Reduce Oak tree height and canopy.

**Resolved:** Felbridge Parish Council support the opinion of the Tree Officer

**TA/2019/2001** Stub Pond Fisheries, Stubpond Lane, Newchapel RH7 6HU

Storage of plant and building materials, including the processing of concrete to create a crushed concrete aggregate building product (Application for a Certificate of Lawful Development for an Existing Development)

**Resolved:** There is no evidence to counter the claims made in this application. Felbridge Parish Council are dissatisfied that Tandridge District Council have failed to monitor noise from this site.

**TA/2019/2048** 7 Wembury Park, Newchapel RH7 6HH

Proposed first floor extension and internal alterations

**Resolved:** No Action

**TA/2019/2030** Long Ridge, Herons Close, Copthorne RH10 3HF

Removal of condition No. 4 (Enlargement permissions) of earlier planning application for permission to enlarge the dwelling (Demolition of existing dilapidated dwelling and replace with erection of new 5 bedroomed detached dwelling with patio and enlarged driveway)

**Resolved:** Felbridge Parish Council disagree with the application statement. The condition is there to prevent further incursion into the Green Belt. Removing permanent development rights is the only way to stop further spread.

**TA/2019/1989/TPO** Birchwood, Heather Way, Felbridge RH19 2RF

Oak: Trim 4m from the side/bottom branches and trim 3m elsewhere

**Resolved:** Felbridge Parish Council are concerned that no tree surgeon has confirmed that this is the minimum work needed and would prefer to have the opinion of a professional.

**TA/2019/1939** Heathways, 17 Wembury Park, Newchapel RH7 6HH

Erection of single storey rear extension including demolition of existing conservatory

**Resolved:** No Action

**TA/2019/1971** 146 Copthorne Road, Felbridge, RH19 2PD

Partial demolition, roof extensions and modifications to the existing dwelling and garage at 146, Copthorne Road and the demolition of the existing separate annexe building in the side garden and construction of a new identical detached dwelling at 146A, Copthorne Road

**Resolved:** Felbridge Parish Council supports this application for smaller dwellings within the built-up area of the village.

(ii) **Applications Received by Neighbouring Authorities**

None which directly affect Felbridge

(iii) **Appeals**: None in this period.

## 9. CONSULTATIONS

### (i) **Mid Sussex District Council Site Allocations (DPD) Consultation.**

Felbridge Parish Council have objected to both SA19 and SA20 which border Felbridge. SA19 would be accessed from the Crawley Down Road. Both responses in full will be available on the Latest News page of the Felbridge Parish Council website. on [www.felbridge-pc.org.uk](http://www.felbridge-pc.org.uk)

(ii) **Construction Management Plans for New Developments:** Despite initially agreeing to work with Felbridge Parish Council on these plans, Tandridge District Council have now stopped engaging. A recent attempt by developers at 11A Crawley Down Road to start works before the Construction Management Plan had been agreed was stopped due to action by Felbridge Parish Council with the support of Mid Sussex District Council. **Action:** Clerk to write to the Acting Chief Executive at Tandridge District Council to raise this issue and formally request that the Planning Department at TDC discharge their legal requirement to negotiate these plans.

(iii) **Request to Support the Local Electricity Bill. Resolved:** It was decided that this proposal did not apply to Felbridge.

## 10. **CLERK'S REPORT**

### **Parking at Felbridge School:**

Councillors discussed a report prepared by the Clerk regarding parking issues at Felbridge School. This included concerns about drivers parking on double yellow lines; on white zig-zag lines; at the bus stop on the Crawley Down Road and in the layby on the Copthorne Road preventing buses from stopping. It was noted that Felbridge School regularly ask drivers not to park illegally or in a dangerous or inconsiderate manner. It was noted that the relocation of Stay & Play from the Village Hall to the school will have contributed to the numbers of drivers dropping off at the school. Councillors made the following suggestions:

- a) Drivers could use the Football Club car park as a drop off/pick up area allowing them to park close to the school gates without causing congestion.
- b) Stay & Play could request that their drivers use the Village Hall car park which was the case when the playgroup was based in the Village Hall.

It was noted that although Enforcement Officers rarely visit the village due to there being very little parking restrictions, Officers or PCSOs could visit at any time and drivers parking illegally outside the school could be fined. **Action:** Clerk to write to the Chair of Governors to pass on Councillors' suggestions.

(i) **Copthorne Road Crossing:** A resident of Lyndhurst Farm Close has contacted the Clerk to ask for information on how to request a pedestrian crossing. **Action:** Clerk to submit a request to Surrey Highways to see what options are available and report back to councillors and the resident.

(ii) **Village Hall Car Park Flooding:** TDC responded quickly to a request to clear the ditches outside the Village Hall to allow rain water to soak away and then again to clear a further blockage in the ditch below the entrance road which was causing flood water to build up in the first ditch. Maintenance of the car park and drainage works is the responsibility of the Village Hall Committee.

(iii) **Framed Memorial Photograph for Felbridge Guides:** **Action:** Clerk to ask photographer for a copy of the formal photograph and have it framed.

(iv) **Remembrance Wreath: Resolved:** Felbridge Parish Council will present a wreath at the 2020 memorial service at St. John's Church.

(v) **Correspondence:** Residents raised concerns regarding parking on double yellow lines; an abandoned car at the Rowplatt Lane/Copthorne Road junction; planned roadworks on the Crawley Down Road; Rowplatt Lane parking; emergency gas works at Imberhorne Lane.

District Councillor Ken Harwood joined the meeting.

**11. DISTRICT COUNCILLOR UPDATE**

Cllr. Ken Harwood reported that he had received correspondence from a high number of residents who were very relieved that an agreement had been reached to allow Felbridge residents to continue to use the nearest Amenity Tip at Imberhorne Lane. Other residents had passed on their thanks through him to Felbridge Parish Council for replacing the damaged gate near Birch Grove and having the overgrown vegetation cut back.

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

The next Parish Council meeting will take place on Thursday 6<sup>th</sup> February at 7.30pm in the Committee Room. Planning Meetings are scheduled to take place on 19<sup>th</sup> December; 9<sup>th</sup> January and 23<sup>rd</sup> January.

The meeting closed at approximately 2150.

Patricia Slatter  
Clerk to Felbridge Parish Council

