

# **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 2nd February 2017 at 7.30pm in the Village Hall.**

### Present:

Mr. Jeremy Clarke (Chairman)  
Ms. Georgina Chapman  
Mr. Brian Apps  
Mrs. Patricia Slatter (in attendance)

Mrs. Bridget Huntington  
Mrs. Joan Harwood  
Mr. Ian McBryde  
Mr. Ken Harwood (District Councillor)  
(attended part of meeting)

1. **APOLOGIES FOR ABSENCE** were received from Mrs. Linda Hainge and County Councillor Michael Sydney.
2. **DISCLOSURE OF PECUNIARY AND OTHER INTERESTS**  
Councillor Jeremy Clarke declared a pecuniary interest in the discussion on updating the CCTV system in the Village Hall since he is associated with one of the three companies who had quoted. In accordance with the Council's Code of Conduct, he left the meeting whilst this matter was being discussed and voted upon.
3. **APPROVE MINUTES OF PREVIOUS MEETINGS**  
The Minutes of the Parish Council Meeting held on Thursday 1<sup>st</sup> December 2016 were approved and signed.
4. **ONGOING ITEMS**
  - (i) **Community Consultation:**  
**Transport/Environment and Green Issues:**
    - a. **Welcome to Felbridge White Gates:** In order to secure the best price for equipment and installation, FPC are now working direct with suppliers. **Action:** Clerk to send information to Georgina Chapman who will investigate the options and report back.
    - b. **Gullege Bridleway:** Clerk has now downloaded the application form from GACT. The deadline for applications is mid-March. **Action:** Clerk to send GACT funding application forms to Linda Hainge and Ros White to progress the application. **Action:** Bridget Huntingdon to look out old paperwork relating to funding applications for playground.
  - (ii) **Leisure and Health Actions:-**
    - a. **Fencing between Village Hall Grounds and Copthorne Road:** Nick Dance to meet Clerk on 9<sup>th</sup> February for site visit before work on new fencing and hedges begins in mid-February. Joan Harwood agreed to attend. **Action:** Clerk to monitor.
  - (iii) **Hub Project:** Dates for Urban Cuts have now been agreed and Rural Cuts are to be confirmed. **Action:** Clerk to check that the works are undertaken as scheduled.

## 5. FINANCE

### (i) Current Account

<u>RECEIPTS FROM</u>			TOTAL £
DATE			
December	Nil		0.00
January	Lloyds Bank ex-gratia payment		75.00
			<u>75.00</u>
<u>PAYMENTS TO</u>		CHQ.	TOTAL £
DATE			
01.12.16	P Slatter	019	297.60
"	H M Revenue & Customs	020	74.40
"	P Slatter	021	53.84
"	B Wright	022	37.00
"	Hire A Loo	023	130.39
01.01.17	P Slatter	024	297.60
"	H M Revenue & Customs	025	74.40
"	P Slatter	026	50.00
"	B Wright	027	37.00
	<b>TOTAL</b>		<b><u>1052.23</u></b>

### SUMMARY 31.01.17

Lloyds Bank Balances	32135.47
Less outstanding cheques	0.00
<b>TOTAL BALANCES</b>	<u>32135.47</u>
Less reserves for new Village Gates, A264 fencing, traffic calming, new bus shelter & playground re-surface	-14500.00
<b>AVAILABLE FUNDS</b>	<u>17635.47</u>

Ken Harwood joined the meeting.

## 6. COUNCILLORS' FEEDBACK

- (i) **Post Outside Village Hall:** Howard Searle recommends that the existing wooden bollards are replaced by composite bollards which last longer, require less maintenance and therefore provide better value. **Resolved:** It was proposed by Brian Apps and seconded by Bridget Huntington that 10 new bollards are ordered each year on a rolling replacement programme until all wooden bollards have been replaced. **Action:** Clerk to circulate colour options and follow up with Howard Searle.
- (ii) **Trees:** The 'runners' on the chestnut trees have now been cut back and the trees surveyed. The Tree Officer will confirm if any trees require further action. **Action:** Clerk to monitor. Jeremy Clarke left the meeting
- (iii) **CCTV in Village Hall Grounds:** Three quotes were received for the upgrade to the Village Hall CCTV based on the same specification of works. The Clerk removed company names from the quotes before circulating the options to councillors. **Resolved:** It was proposed by Ian McBryde and seconded by Brian Apps that the contract be awarded to JC Technical who provided the lowest quote for the specified work. **Action:** Clerk progress the order. Jeremy Clarke re-joined the meeting
- (iv) **Damaged Footpath Sign:** The damaged sign directing walkers along footpath 257B has been reported to the Rights of Way Team. **Action:** Clerk to monitor.
- (v) **Parking at Junction of Rowplatt Lane and Crawley Down Road:** There has been some improvement. **Action:** Councillors to continue to monitor.
- (vi) **Road Sign Cleaning:** Georgina Chapman has cleaned the 'Felbridge' signs.
- (vii) **Road Sign on ground at A264:** Jeremy Clarke reported that the road sign warning of the junction between the A264 and Furnace Wood was lying on its side in the verge. He reported that Surrey Highways had an obligation to survey road signs each month but that this wasn't happening. **Action:** Jeremy Clarke to follow up.

- (viii) **Surrey County Council Budget:** Having been asked to confirm how much funding is currently provided by SCC to the Hub Project for grass cutting in Felbridge, Michael Sydney has responded that it isn't possible to extract this information from the overall spend.
- (ix) **Surrey Highways Road Programme 2018:** Michael Sydney reported in November that Surrey Highways intended resurfacing Mill Lane in the 2018 programme. Joan Harwood responded that this was unnecessary. Councillors suggested that resources would be better used on repairs to the A264/A22 junction. **Action:** Clerk to follow up with Michael Sydney.
- (x) **Gatwick Noise Management Board:** Ian McBryde attended this meeting on behalf of FPC on 31<sup>st</sup> January and provided an update to councillors.
- (xi) **A22 Ray Lane Lights:** Georgina Chapman reported that the traffic lights at the junction of the A22 and Ray Lane were out of phase which could prove dangerous. While outside the Felbridge boundary, she would report this to Surrey Highways.
- (xii) **Draft Minutes:** Georgina Chapman suggested that Minutes which are posted on the website after each meeting should be watermarked as Draft until agreed at the next meeting.
- (xiii) **Parish Council Leaflet:** Bridget Huntingdon suggested updating the Parish Council leaflet which explains the role of the Parish Council. It was suggested that an e-leaflet could be distributed through Councillor Harwood's communication hub. **Action:** Bridget Huntington and Clerk to progress.
- (xiv) **Defibrillator Training:** Joan Harwood asked if training on the defibrillator could be followed up. **Action:** Joan Harwood to ascertain numbers through the Village Hall Committee and users. **Action:** Clerk to ask Sam Corbin for suitable dates.
- (xv) **Hedgecourt Boardwalks:** Brian Apps reported that work was progressing on the boardwalks although funding remained a problem. It was suggested that a representative be invited to attend the FPC Annual Meeting and give a short presentation on the work being done. **Action:** Brian Apps to issue a request.
- (xvi) **Non-Attendance of County Councillor:** Jeremy Clarke noted that the County Councillor had not attended a meeting since November and that there remained a considerable number of outstanding issues which required action at County level. **Action:** Clerk to write to David Hodge, Leader of Surrey County Council to ask for the outstanding issues to be addressed.
- (xvii) **Gibbshaven Farm Appeal:** Jeremy Clarke reported that the appeal against the refusal of planning approval for the proposed Gibbshaven development had been turned down by the inspector. A major issue was the cumulative impact on transport.
- (xviii) **Burglary on Cophorne Road:** Ken Harwood reported that there had been a burglary in a house on the Cophorne Road.
- (xix) **Police Proceeds from Crime Funding:** Ken Harwood has followed up Ian McBryde's suggestion that funding might be available for the CCTV upgrade from a Police fund. **Action:** Ken Harwood to share paperwork.
- (xx) **Poaching:** Ken Harwood reported that more wild animal body parts had been found in the Stud Pond Lane/Bakers Wood area and it was thought that poachers were responsible.

## 7. **OUTSTANDING SURREY HIGHWAY REPAIRS AND ISSUES**

- (i) **A264/A22 Junction at Star Inn:** Councillor Sydney reported that there was no progress on funding for improvement works to this junction. **Action:** Michael Sydney to report back.
- (ii) **Meeting with SCC to look at Felbridge Issues:** FPC are awaiting a response to their request for two representatives to meet a representative from Highways to look at ongoing issues. **Action:** Michael Sydney to report back.
- (iii) **Road Sign Cleaning:** Michael Sydney acknowledged the statutory requirement to clean signs but funds were not available. **Action:** Michael Sydney to review and report back.
- (iv) **Footpath Between Doves Barn and Furnace Wood:** Overhanging vegetation has been cut back and works at ground level are to follow. **Action:** Clerk to monitor.

- (v) **A264 Resurfacing:** WSCC have resurfaced an area of SCC land near to the Crawley Down Garage. The finish was poor and uneven. **Action:** Michael Sydney to follow up.
- (vi) **Star Crossroads** Jeremy Clarke reported that a potential developer was advised by SCC that there was no capacity issues with the Star Crossroads. Michael Sydney agreed that this was not true. **Action:** Michael Sydney to investigate and report back.
- (vii) **Footpath on A22:** Ian McBryde reported that this footpath remains overgrown and impassable in places. It has been reported to Surrey Highways. **Action:** Clerk to monitor.

## 8. **RECENT SURREY HIGHWAYS ISSUES**

- (i) **Road Surface Repairs Woodcock Hill:** Ken Harwood reported that the new surface on this repaired section of road was breaking up just days after being laid. **Action:** Clerk to report to Surrey Highways.
- (ii) **Pothole at Junction of Copthorne and Crawley Down Roads:** Reported by Clerk on 24<sup>th</sup> January.
- (iii) **Bollards in Central Reservation on A22 Opposite Church:** Ian McBryde reported damage **Action:** Clerk to report.

## 9. **PLANNING APPLICATIONS.**

Applications considered at the Planning meeting on 15<sup>th</sup> December attended by Jeremy Clarke, Bridget Huntingdon, Linda Hainge, Joan Harwood, Georgina Chapman, Brian Apps and Ian McBryde

### **TA/2016/2171 25 Rowplatt Lane**

Resolved: No Action

### **TA/2016/2133 Long Acres Caravan and Camping Park**

Resolved: No Action

### **TA/2016/2099 Haskins Garden Centre**

Resolved: Felbridge Parish Council recognise the negative impact upon the green belt associated with the extension of the developed area into the currently residential land to the east. However we believe that the increased employment opportunities and the enhanced community asset that the redevelopment of the Garden Centre provides outweigh the negative impacts and should therefore be approved. We would request that a planning condition is applied to ensure that the overflow car park remains as an open Grasscrete area and that it can only be used in conjunction with the Garden Centre. Linda Hainge and Joan Harwood raised concerns regarding vehicles turning right on exit from the Garden Centre

Applications considered at the Planning Meeting held on 5<sup>th</sup> January attended by Jeremy Clarke, Bridget Huntingdon, Linda Hainge, Joan Harwood, Brian Apps and Ian McBryde.

### **TA/2016/2372: Lake House, Copthorne Road, Felbridge**

Resolved: No Action

### **TA/2016/2221: Alderhurst, Herons Lea**

Resolved: No Action

### **TA/2016/2174: Clannaborough, Domewood**

Resolved: No Action

Applications considered at the Planning Meeting held on 19<sup>th</sup> January

### **TA/2016/2228: 4A, Rowplatt Lane, Felbridge, RH19 2PA**

Resolved: No Action

### **TA/2017/33: 106, Copthorne Road, Felbridge, RH19 2NU**

Resolved: No Action

### **TA/2017/19: 36, Crawley Down Road, Felbridge, RH19 2PS**

Resolved: FPC consider there is insufficient evidence to comment upon this application as the proposed site of 'the annexe' is apparently being advertised for sale as a separate plot and this application is specifically for ancillary use to the main dwelling that it would be detached from. There is no supporting information in the way of a design and access statement to justify the need for this additional dwelling within the green belt that washes over Felbridge.

**TA/2016/2319:** 17 Copthorne Road, Felbridge, RH19 2NR

Resolved: FPC very strongly object to this retrospective application for works that have already started outside of the granted consent. Surrey County Council recently advised that a location a short distance along Copthorne Road is not-sustainable [ref TA2016/1262], we would ask the Officer to obtain a view from SCC with respect to sustainability for this site. FPC confirm that there are a significant lack of school places and TDC has already been informed that all doctors surgeries in the surrounding area and East Grinstead have ceased taking any new patients. The cumulative traffic impact of development in the area has exacerbated the already severe congestion at the A22/A264 junction immediately east of this site. Traffic is queuing back past the proposed entrance for significant periods of the day, which will make exiting the site to turn east very difficult. There are no current plans for improvements at this junction with the Coast to Capital scheme having been abandoned. The only other scheme was proposed by Atkins but its main improvement was to introduce a pedestrian crossing phase and did not improve traffic capacity. Surrey Highways have not secured funding for any major works that would be completed within a period of several years and as such mitigation of this junction will not be completed before the additional impact from this development is realised. Mid Sussex District Council have already approved a site for 500 houses exiting onto Copthorne Road a few miles to the west, the transport study for that site shows significant car based journeys to the east that are yet to be added to this already severe junction. In the very recent appeal decision for Gibbshaven Farm [APP/D3830/W/16/3156544] the inspector determined the cumulative impact of that development (of up to 30 houses a short distance to the west of this site), along with the already committed development upon the already severe junction was grounds for dismissing the appeal. This recent ruling would equally apply to this site. We also wish to raise to the Officers attention that the Applicants original safety study for the proposed junction design stated that it was only suitable as an access for up to 26 dwellings, and that any additional dwellings would require a traffic island in the A264. Therefore if this application is considered for approval, we wish to have that restrictive planning condition placed upon the site.

Ken Harwood left the meeting

**Planning Applications**

**TA/2017/21** Yerba Buena, Herons Close, RH10 3HF

Resolved: No Action

Ken Harwood re-joined the meeting.

**10. CONSULTATIONS:****(i) Surrey County Council : Referendum on 15% Increase in Council Tax**

SCC have announced their intention to hold a referendum alongside the council elections in May to ascertain whether residents would support a 15% increase in council tax in order to provide additional funding for Adult Services.

**11. CLERK'S REPORT**

- (i) **Gate by Birch Grove:** Crawley College Carpentry Department have agreed to undertake repairs to the gate. The works will be done by students under the supervision of lecturers. They will remove the gate and take it to their workshop. The cost of materials will be paid for by the Parish Council. **Action:** Clerk to liaise with Crawley College.
- (ii) **Tree Planting:** Two replacement trees along with a new tree donated by a resident will be planted in a location to be agreed. **Action:** Clerk to monitor
- (iii) **Fencing/Gate for Felbridge Primary School:** A new gate has now been installed. **Resolved:** It was proposed by Jeremy Clarke and seconded by Brian Apps at the Planning Meeting on 5<sup>th</sup> January that Felbridge Parish Council would contribute £500 towards these costs. **Action:** Clerk to arrange payment. **Action:** Clerk to remind school office that parents must not park in the layby on the A264 when picking up their children from school or after school activities.

(iv) **Dog Bin, Bridle Path, Kennels Cottages**

Tandridge District Council have agreed to position a new Dog Bin near the stile at the bridle path running from the A22 behind Wards Farm with the parish council covering the estimated cost of £179 plus VAT. The Clerk has placed an order. **Action:** Clerk to monitor.

(v) **Developer/Contractor Vehicle Parking on Crawley Down Road**

Residents and parents dropping off at the school have complained that contractor vehicles are parking on the Crawley Down Road near to the school making it difficult for drivers to use that stretch of road. Providing vehicles do not park within 10m of the junction they are legally parked and no action can be taken. **Action:** Clerk to write to developers to remind them of the parking restrictions. **Action:** Clerk and councillors to monitor.

(vi) **Paperless Planning:** From April TDC will no longer provide paper copies of planning applications free of charge. Prices for A1 and A2 print copies are to be confirmed. The Clerk will print supporting A4 paperwork. Improvements are still required to the TDC Planning website to improve definition. **Action:** Clerk to monitor.

(vii) **Street Lighting Switch Off:** Surrey County Council have decided to switch off selected street lights between the hours of midnight and 0500 to cut costs. In Felbridge the affected roads are: Crawley Down Road, Lakeview Road, McIver Close, Mill Lane, Rowplatt Lane, Tangle Oak, The Glebe, Warren Close and Wheeler Way

(viii) **Clerk Training Course:** The Clerk will attend a training course on 28<sup>th</sup> February covering Minutes, Record Keeping and Code of Conduct.

11. **ANY OTHER BUSINESS**(i) **Noticeboards**

Brian Apps had secured three quotes for replacement noticeboards. It was proposed by Brian Apps and seconded by Jeremy Clarke that FPC order one double oak framed noticeboard for The Limes; one single noticeboard for Furnace Wood and one single for Judges Corner.

**Action:** Brian Apps to place order.

12. **BUSINESS FOR NEXT MEETING**

There was no additional business for the next meeting.

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

The next Parish Council Meeting will be held on Thursday 2<sup>nd</sup> March at 7.30pm, in the Committee Room. A Planning Meeting is scheduled for Thursday 16<sup>th</sup> February at 7.00pm.

The meeting closed at approximately 10.08pm

Patricia Slatter  
Clerk to Felbridge Parish Council  
9<sup>th</sup> February 2017

Copies to:- Parish Councillors, District Councillor, County Councillor, Felbridge School, Surrey Police