

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 9th April 2015 at 8pm in the Village Hall, following the Annual Parish Meeting, and of the Planning Meeting held on 19th March 2015

Present: Mr Ian McBryde (Chairman)
Mr Brian Apps
Mr David Archer
Mr Jeremy Clarke
Mrs Linda Hainge
Mrs Joan Harwood
Mr Ken Harwood (District Councillor) (attended part of meeting)
Mr Michael Sydney (County Councillor).(attended part of meeting)
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – were received from Mrs Bridget Huntington.

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

Councillors David Archer, Linda Hainge and Joan Harwood declared a Disclosable Pecuniary Interest in Item 6, (ii) – Village Hall Committee – Request for donation towards new patio, the nature of their interest being that they are all members of the Village Hall Committee. In accordance with the Council's Code of Conduct, they left the meeting on 9th April 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 5th March 2015 and the Planning Meeting held on 19th February 2015 were approved and signed.

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

- (i) **Social Care Team:** Marnie Cotterill sent an email about funding available for personal alarms which has been forwarded to Ken Harwood. Funding depends on how the individual is referred.
- (ii) **Skateboard Ramp:** Some vents and screws still need to be fitted. **Resolved:** Clerk to contact 9C Solutions.
- (iii) **MSDC Planning Policy Update – District Plan 2014-2031: Consultation Draft:** If the Draft District Plan is approved for pre-submission public consultation, this will take place in May-June 2015.
- (iv) **Drainage Ditch in front of Village Hall:** Steve Hyder confirmed on 16 March that he would ask his team to remove leaves from this ditch. **Resolved:** Clerk to check if this has been done.
- (v) **Post alongside Verge in Crawley Down Road:** A post near the village hall entrance is broken. Howard Searle has quoted £50 for a replacement post.
- (vi) **Damaged Verge:** The verge outside No 34 Crawley Down Road has been badly damaged during the building of the new property. Steve Hyder, TDC, visited the resident on 16.2.15 to ask the owners to reinstate the verge and drive. Steve will follow up in April 2015.

- (vii) **Gatwick Airport:** A meeting was arranged by the Head of Community Engagement on 18th March to discuss local issues. Ian, Linda and David attended on behalf of FPC.
- (viii) **Street Cleaning in Rowplatt Lane:** TDC cannot commit to times for street cleaning in residential roads. The team has to avoid main roads and rural roads until after the rush hour and has to clean in town centres in the early morning. There are therefore limited times for cleaning in residential roads.
- (ix) **SCC Highways Website:** SCC Systems & Service Improvement Team have responded to the Clerk's email about adding further information to a problem already reported on the website. There is no online facility to do this. Customers have to telephone the Contact Centre on 0300 200 1003 with any follow up information.

5. **ONGOING ITEMS**

- (i) **Community Consultation:**
Transport/Environment and Green Issues: –
Actions completed:-
 - a. Welcome to Felbridge White Gates: Clerk to contact Philippa Gates to ask if she is now able to progress this matter.
 - b. Gullege Bridleway – David and Bridget have compiled a notice asking for volunteers to join the action group. The notices will be erected along the Gullege Bridleway.Leisure and Health Actions:-
 - a. Seats – Jeremy circulated details of shelters and will carry out further research.
 - b. Toilet Facility in Village Hall Grounds – Jeremy has obtained information from Debenham Parish Council on cleaning contracts. The Village Hall Committee is researching grants to upgrade their toilets in Summer 2017.
- (ii) **Hub Project:** The first urban cut was completed in Felbridge by 18th March. The contractor was unable to cut the verge alongside Copthorne Road where the new development is being built due to the damaged verge.

6. **FINANCE**

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

130	B. Wright	Bus shelter cleaning for April 15	£36.00
131	R. White	Clerk's salary for April 15	£237.60
132	P.M. Slatter	Clerk's salary for April 15	£221.01
133	HM Revenue & Customs	Income Tax for April 15	£114.60
134	R White	Office Allowance for April 15	
		+ Petty Cash for March	£101.16
135	St Catherine's Hospice	Donation towards services in Felbridge	£250.00
136	Surrey ALC Ltd	SALC/NALC Subscription 2015-16	£601.68

Linda Hainge, David Archer and Joan Harwood left the meeting.
- (ii) **Section 137 Payments:**
Village Hall Committee: A request as been received for a donation towards the cost of installing a new patio alongside the back of the village hall. The work starts on 27th April for 3 weeks at a cost of approximately £7,500. **Resolved:** A donation of £500 was agreed.
Linda Hainge, David Archer and Joan Harwood returned to the meeting.
Ken Harwood joined the meeting.
St John Ambulance: A request for support towards installing an AED at their premises in Crawley Down Road has been received. **Resolved:** Clerk to reply

saying that FPC are concerned about the long term future of this site and are looking at an alternative location for a defibrillator.

Surrey Wildlife Trust: Staff and volunteers are hoping to repair and extend the boardwalk at Hedgecourt Lane and are looking for funding for materials, which they estimate at a little over £2,000. **Resolved:** Clerk to reply saying that FPC would like to know more about the location of this work and a more detailed costing.

1st Hedgecourt Scouts: A request has been received for a grant towards the cost of replacing old tents and equipment. **Resolved:** Clerk to reply saying that FPC will consider this request when they can give detailed costings.

- (iii) **TVSC:** FPC's subscription for the year 2015-16 is due. **Resolved:** FPC agreed not to renew their subscription as they (and most Felbridge residents) would tend to use East Grinstead CVS.
- (iv) **Dog Waste Bin in Copthorne Road:** TDC would install the bin and empty it. Cost of bin is £179 to FPC. **Resolved:** FPC agreed to order the bin.
- (v) **Annual Review of Risk Management and Internal Audit Effectiveness:** These were agreed by FPC, subject to the following amendments:- TDC have responsibility for the inspection of the skateboard ramp; the changed location of the filing cabinet.

7. **APPOINTMENT OF NEW CLERK:** FPC welcomed Mrs Pat Slatter as the new Clerk wef 1st April 2015. She will be working with the current Clerk until end April.

Resolved: As the current computer and printer are old and of no financial value to FPC, it was agreed that this equipment should be donated to the outgoing Clerk. The purchase of a laminator was agreed at a cost of £22.31. FPC agreed to pay for the New Clerk to become a member of SLCC at a cost of £96.

8. **ALL WEATHER PLAYGROUND SURFACE:** TDC's playground maintenance contractor – Nick Dance – will sweep the all-weather flooring to remove moss and debris and weed killer the edges under the fencing and hedge.

9. **TDC STRATEGIC HOUSING MARKET ASSESSMENT:** An email from TDC was circulated to councillors. All residents can respond using the Stakeholder Survey link: <https://app.keysurvey.co.uk/f/770615/40fe/>. **Resolved:** Ian agreed to respond on FPC's behalf.

10. **COUNCILLORS' FEEDBACK**

- (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) **DCLG – Tandridge Green Belt.** TDC have had a meeting with MPs Brandon Lewis and Sam Gyimah and DCLG Officials to discuss housing needs and Green Belt protection and will be reviewing Green Belt land within Tandridge. Concerns have been raised by Oxted & Limpsfield Residents Group. Michael has drawn this matter to the attention of FPC.
Michael Sydney left the meeting.
- (iii) **Footpath 367:** This footpath leading from Copthorne Road is impassable on the 90° bend. **Resolved:** Clerk to report to SCC.
- (iv) **Planning Meeting:** It was agreed to change the date of the April Planning Meeting to Thursday, 23rd April, instead of 16th April.
- (v) **Bakers Wood Planning Application:** This application has now gone to the High Court. FPC would encourage TDC to defend this.

- (vi) **Star Junction Traffic Lights:** Complaints have been received from residents about the tailback along the A264. FPC believe that this is usually due to the queue into East Grinstead on the A22.

11. **SURREY HIGHWAY REPAIRS:**

- (i) **Puffin Crossing on Copthorne Road:** Green light on westbound carriage not working reported to SCC on 20.2.15. Repaired when checked on 16.3.15.
- (ii) **Rowplatt Lane:** Potholes in road by white lines at junction with Crawley Down Road reported to SCC 2.3.15, ref MG00726713. . Reply received from SCC saying “We have visited the site and on closer inspection the problem does not need immediate work. We will continue to monitor and consider it when planning future works”.
- (iii) **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 on 1.4.15.
- (iv) **New Pavement alongside Crawley Down Road:** Work in now continuing over the border into West Sussex. A resident has complained that a street light that was removed 7 weeks ago by WSCC is now lying in the hedge. **Resolved:** Clerk to report to WSCC.
- (v) **Rerouting of heavy vehicles along West Park Road:** This has been agreed in principle by SCC, who are now looking at the cost of new signage.
- (vi) **West Park Road:** There is a pothole 200 yards before Snowhill Garden Centre on the westbound carriageway. **Resolved:** Clerk to report to SCC.
- (vii) **Crawley Down Road:** There is a pothole near No 11a, opposite the school, on the westbound carriageway. **Resolved:** Clerk to report to SCC.

Ken Harwood left the meeting.

12. **PLANNING APPLICATIONS**

Planning Meeting held on 19th March 2015 attended by Ian McBryde, Brian Apps, David Archer, Jeremy Clarke, Linda Hainge and Joan Harwood.

Applications Acknowledged 2nd – 6th March 2015

None in Felbridge

Applications Acknowledged 9th – 13th March 2015

TA/2015/510: 78 Copthorne Road, Felbridge. Erection of single storey rear extension.

Resolved: No Action.

Parish Council Meeting held on 9th April 2015

Applications Acknowledged 16th – 20th March 2015

TA/2015/589: Blackberry House, Herons Close, Copthorne. Erection of part single/part two storey rear extension, single storey front extension, single storey side extension and first floor extension over existing dwelling. **Resolved:** No Action.

TA/2015/196: Ladyhill, Domewood, Copthorne. Erection of detached dwelling.

Resolved: FPC object to this application. They consider the proposed dwelling to be out of keeping with the local area in terms of openness and over development of the site.

Applications Acknowledged 23rd – 27th March 2015

TA/2015/522: Birchwood, Heather Way, Felbridge. Erection of detached double garage. (Certificate of Lawfulness for a Proposed Use or Development). **Resolved:** No Action

TA/2015/535/TPO: Lovell Oaks, 120 Copthorne Road, Felbridge. TPO 14, 2007 (T) - T4 Oak: Reduce crown to leave residual branch length of 2.5m. T5 Oak: Remove 5 lowest branches overhanging No. 120a garden/patio & thin by 30%. T6 Oak: Remove branch growing over drive of No. 120a. **Resolved:** FPC will support the decision of the tree officer.

TA/2015/604: Nutmeg Cottage, Domewood, Copthorne. Erection of single storey side extension. **Resolved:** No Action.

Applications Acknowledged 30th March – 2nd April March 2015

TA/2015/560: Land between the Laurels & Oakview, London Road, Felbridge.

Erection of 8 flats and 2 dwellings, and formation of new access. (Outline). **Resolved:** FPC strongly object to this proposal for the following reasons:- This location is not sustainable by local public transport. The local road infrastructure is not adequate to cope with current demand, the A264/A22 junction is already beyond capacity and air quality is suffering. FPC's Community Survey in 2013 identified a need for smaller more affordable dwellings but the over-whelming response was that these should not be built within the Green Belt. Previous affordable schemes have struggled to find occupants with a connection to Felbridge. FPC believe that some of the WS-PA surveys were delivered outside of the Civil Parish of Felbridge and therefore consider the survey is critically flawed. The requirement to engage with the local community and Councils has not been undertaken before this application was submitted – at no time have WS-PA engaged with FPC. FPC support the provision of affordable homes in appropriate locations in Felbridge but consider this location is not sustainable and therefore inappropriate development within the Green Belt.

Ken Harwood rejoined the meeting.

13. **CLERK'S REPORT**

- (i) **Village Hall Lost Booking:** An annual booking for a Garden Furniture Sale has been lost as their advertising signs had all been removed.
- (ii) **Estate Agent Board on the village green:** Clerk phoned Mansell McTaggart on 1.4.15 to ask them to remove their board advertising the Mid Sussex Marathon.
- (iii) **Tandridge District Housing and Economic Land Availability Assessment:** FPC discussed this. **Resolved:** Clerk to write to TDC with their one suggested site to be included, which is the Kwikfit/Hydropool/Sussex Beds Site.
- (iv) **Old Maps:** TDC have 2 sets of plans for Felbridge dated c1869. **Resolved:** Clerk to ask for these plans for the Felbridge History Society.
- (v) **SALC Meeting with Surrey Police ACC:** FPC have no issues to raise at this meeting on 1st May.

14. **BUSINESS FOR NEXT MEETING**

Acceptance of Annual Accounts
Annual Return and Governance Statement
Defibrillator in East Grinstead
New Transparency Requirements

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

The next Parish Council Meeting will be held on Thursday 7th May 2015 at 7.30pm, in the Club Room. A Planning Meeting will be held on 23rd April 2015.

The meeting closed at approximately 10.50pm.

RW

14th April 2015

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