

# **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 7<sup>th</sup> April 2011 at 8.00pm in the Village Hall, following the Annual Parish Meeting**

Present: Mr Jeremy Clarke (Chairman)  
Mr Brian Apps  
Mrs Linda Hainge  
Mrs Bridget Huntington  
Mr Michael Sydney (County Councillor) - attended part of meeting.  
Mrs Rosalind White (in attendance)

1. **APOLOGIES FOR ABSENCE** – Apologies for absence were received from Mr Jacob Woodd, Mrs Joan Harwood, Mr Ian McBryde, Mr Ken Harwood (District Councillor),

2. **DECLARATIONS OF INTEREST**

Mrs Linda Hainge declared a personal and prejudicial interest in planning application TA/2011/91, the nature of the interest being that she is a close neighbour to this property. In accordance with the Members' Local Code of Conduct, she was not present at the meeting for the discussion and voting thereon. There were no other additions to those previously registered.

3. **MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on 3<sup>rd</sup> March were approved and signed.

4. **MATTERS ARISING**

- (i) **Path from Puffin Crossing and Village Sign:** At a meeting on 22<sup>nd</sup> May 09, Steve Hyder, TDC, suggested railings alongside the pavement and a path across the green avoiding the trees. An updated quote has been received from Nick Dance for £3,530 to cover an increase in the cost of tarmac of £200. The planning applications for the path across the green and the sign have been granted consent. Work on the path should commence in April. FPC agreed to progress installation of the village sign and Jeremy Clarke agreed to obtain three quotes.
- (ii) **Surrey Council for Voluntary Youth Service:** Marie Silvester, Surrey Youth Development Worker, will attend FPC's meeting on 7<sup>th</sup> July 2011.
- (iii) **Tree Planting:** The trees cost slightly less than quoted - total cost £296.
- (iv) **Verges on A264 Copthorne Road:** Jeremy Clarke is awaiting a reply from John Lawlor, SCC, regarding the lack of grass cutting near to Furnace Wood. Jeremy Clarke to email details to Michael Sydney who will pursue with SCC.
- (v) **Woodcock Hill:** Anita Guy, SCC, has obtained a quote from Westcotec, SCC's VAS supplier, to supply and install one new sign and install the sign already owned by SCC for £2,100 plus VAT. She is awaiting a quote from Skanska for the cost of electrical work. She estimates that the total cost should be in the region of £3,500 - £4,000.
- (vi) **Fence along Woodcock Hill:** SCC are progressing.
- (vii) **Queen Elizabeth II Fields:** Steve Hyder, TDC, visited Felbridge Playing Fields with Terry Housden, Project Officer, The Queen Elizabeth II Fields Challenge, on 31<sup>st</sup> March. Terry Housden has confirmed that the site is eligible for the Challenge. FPC agreed that the site should be named Felbridge Queen Elizabeth II Playing Fields.

- (viii) **Gritting:** FPC wish to retain a grit bin on Woodcock Hill. **Resolved:** Clerk to send email to Michael Sydney to ask if FPC can retain the existing grit bin.
- (ix) **Sycamore Trees:** 3 sycamore trees growing in the hedge between the footpath in Crawley Down Road and Warren Close are getting large. Concern has been expressed about their roots damaging drains. Email received on 17<sup>th</sup> Feb from Steve Hyder saying he is obtaining an estimate for their removal.
- (x) **Footpath alongside Copthorne Road:** Clerk had site meeting with Community Payback Co-ordinator on 10<sup>th</sup> March. SCC seem reluctant to be directly involved. **Resolved:** Clerk to send email to Michael Sydney summarising current situation and asking SCC to carry out risk assessment with the Community Payback Co-ordinator.
- (xi) **Verge in Crawley Down Road:** A path is being formed across the green opposite the track towards the Gullege. **Resolved:** Clerk to ask Nick Dance for a quote to repair and re-seed when he carries out work on path across village green.
- (xii) **Bridleway 257:** Ken Harwood has prepared a report.
- (xiii) **Village Hall Committee Lease:** Ken Harwood, District Councillor, has been asked by TDC to mediate between the Village Hall Committee and TDC, and has prepared a report for the lawyers acting on behalf of the Village Hall Committee.
- (xiv) **Hub Project:** Clerk and Joan Harwood attended a meeting on 22<sup>nd</sup> March, at which methods for mapping the verges were discussed with the current contractor. SCC will fund an employee to help with this task and will investigate whether the GPS system to be used for highways mapping could also be used for mapping the verges. Clerk circulated the Grass Cutting Programme for 2011. It was agreed that all councillors would monitor their local area to make sure the verges are cut as per the schedule.
- (xv) **Annual Parish Meeting:** Clerk to send a letter of thanks to Bert Webber.
- (xvi) **Wifi at Village Hall:** Jeremy Clarke has contacted ten village halls. Most seem to offer Wifi as a free service and pay fees of between £14 and £36 per month. Linda Hainge agreed to discuss with the Village Hall Committee whether they feel this would benefit their hirers.
- (xvii) **Graffiti on skateboard ramp:** Steve Hyder, TDC, has asked his team to paint the sides. The ramp surface has been lightly sanded to remove some of the writing.

## 5. **SURREY HIGHWAY REPAIRS:**

- (i) **83096791 - A22 Woodcock Hill:** The 40mph repeater sign has been replaced. Double white lines are virtually eliminated in places – re-reported on 22.3.11.
- (ii) **28025659 – Wig Wags in Crawley Down Road:** SCC have confirmed that these flashing lights will be rectified before the new academic year in September.
- (iii) **83099978 – Dead Tree by bus stop in Copthorne Road:** Removed March 11.
- (iv) **Potholes in Rowplatt Lane:** at entrance to Tythe Orchard. Reported to SCC on 23.3.11 – 83115930.
- (v) **Approach to Furnace Wood:** Several potholes in access road to Furnace Wood. **Resolved:** Clerk to report to SCC.

## 6. **COUNCILLORS' REPORTS**

- (i) **VAT Refund:** A refund of £1542 has been received.
- (ii) **Annual Account for year ending 31<sup>st</sup> March 2011:** A copy was circulated to all councillors. The Account will be audited on 11<sup>th</sup> April by the Internal Auditor.
- (iii) **Councillor Jacob Woodd:** The Chairman has received a letter of resignation from Jacob Woodd. The Chairman will reply to this letter. **Resolved:** Clerk to advertise a vacancy for a parish councillor.

- (iv) **Annual Meeting:** Clerk to check that this can be held on 5<sup>th</sup> May as there will be no Parish Council election in Felbridge this year.
- (v) **Surrey Highways:** The new highways contract starts on 3<sup>rd</sup> May. In future the contractor will be responsible for ensuring there are no potholes as well as repairing any brought to their attention. Michael Sydney confirmed that all of the £93,000 granted to SCC for the Tandridge area has been spent on road repairs.
- (vi) **Lingfield Library:** This library is a special case as the Trust is responsible for maintenance of the building. It is hoped that the library will continue with some changes.

Michael Sydney left the meeting.

## 7. **PLANNING APPLICATIONS**

**Planning Meeting held on 17<sup>th</sup> March 2010** attended by Jeremy Clarke, Brian Apps and Ian McBryde.

### **Applications Acknowledged 7<sup>th</sup> – 11<sup>th</sup> March 2011**

**TA/2011/232:** Wards Farm Cottage, London Road, Felbridge. Erection of two storey side and rear extension. **Resolved:** No Action.

**TA/2011/261:** Glendale, London Road, Felbridge. Demolition of dwelling. Erection of 5 dwellings (1x3-bed, 3x4-bed and 1x5-bed) with associated garages, access and driveway. **Resolved:** This proposal is detrimental to the rural environment in this location. It is a higher density than the last but one proposal for this site which had its refusal upheld at appeal. The highways exit is poor with a considerable number of significant junctions onto the A road within a short distance. FPC are concerned about the potential for light pollution affecting the residents of The Limes as their road has no street lighting and thus night-time ambient light levels are low. The ecological report recommends a further bat emergence survey is undertaken in summer and FPC believe that this should take place before planning consent is considered to ensure all available ecology information is available when a decision is made. FPC are also concerned that the TPO root protection area is not proposed to be additionally protected during construction. The current surface is loose gravel and construction traffic would represent significantly increased root compression compared to the very infrequent small car traffic that this entrance has seen in recent years. Please can TDC ensure that the root protection zone is fully protected from potential damage during and after construction. FPC do not believe that the minor modifications made between this application and the previous one (TA/2010/1340) have made no material reduction in the impact upon the neighbouring properties.

### **Applications Acknowledged 14<sup>th</sup> – 18<sup>th</sup> March 2011**

**TA/2010/939:** Land rear of Willow Trees Nursery, Newchapel Road, Lingfield. Change of use of land to residential with provision of 3 pitches to be used as private Gypsy caravan site. Formation of hardstanding. Erection of utility/day room building and stable block. **Resolved:** This proposal represents inappropriate development of the open green belt. It is proposing construction within a flood risk area. Whilst emergency plans may exist, this does not deal with the loss of use of the dwellings immediately after a flood and the resultant demand on alternative facilities. The proposal lies immediately on top of the route of the Roman Road and no reference has been made to the archaeological assessment or protection proposed.

**TA/2011/169:** 45 Copthorne Road, Felbridge. Erection of 1.8m high close boarded fence and 2m high gates along highway boundary. (Amended description) **Resolved:** FPC are worried about this proposal being out of character with surrounding properties which have vegetative screening. It is therefore inconsistent with the rural environment. FPC would consider it more appropriate to drop the fence line back into the property and put vegetative screening in front of the fence to provide a rural frontage.

**TA/2011/322:** Birchwood and land to r/o Gentian Cottage, Rowplatt Lane, Felbridge. Demolition of Birchwood and erection of 3x3bed, 1x4bed and 1x5bed dwellings with

associated garaging and vehicular access. **Resolved:** FPC object to this proposal. The proposed hard standing is upon the root protection areas of the ancient Evelyn Chestnuts. Any impact on these historic trees represents unacceptable impact. The height and mass effect of plats 3-5 is out of character with the local area. This proposal increases the use of the 'road', there would then be 13 dwellings (many family sized) using a single track which is extremely narrow. The access road exits onto a busy narrow road with on street parking increasing the risk of accidents. The close spacing of the proposed dwellings is out of character with the local area. The proposed balcony is out of character with the local area.

### **Parish Council Meeting held on 7<sup>th</sup> April 2011**

#### **Applications Acknowledged 21<sup>st</sup> – 25<sup>th</sup> March 2011**

**TA/2011/357:** 10 McIvor Close, Felbridge. Conversion of part of double garage to habitable room. (Certificate of Lawfulness for a Proposed Development). **Resolved:** No Action.

**TA/2011/203:** Treefellows, Domewood, Crawley. Erection of two-storey extension to south elevation. **Resolved:** No Action.

#### **Applications Acknowledged 28<sup>th</sup> March – 1<sup>st</sup> April 2011**

**TA/2011/396:** Ebor Lodge, London Road, Felbridge. Erection of 2.25m high boundary fence and 2.5m gates and posts to front entrance. **Resolved:** FPC are concerned about the height and overall street scene. They suggest the fence is dropped back and the height lowered to 1.8m, and vegetative screening planted in front of the fence. Linda Hainge left the meeting.

**TA/2011/91:** Pixiewood Farm, Rowplatt Lane, Felbridge. Use of two areas of land for the open storage of empty skips (Certificate of lawfulness for an existing use). **Resolved:** Written evidence from a local resident who is in a good position to have seen and heard skip movements as they passed along his bottom boundary, is contradictory to the declarations supporting the application. FPC have also had complaints regarding skip movements only in the recent few years. There is no documentary evidence in the form of rentals or written agreements between Mr Ansley and Mr Cox to provide independent evidence. FPC therefore believe there is insufficient documentary evidence to demonstrate continuous use over the period 2002-2007. Linda Hainge returned to the meeting.

## **8. CLERK'S REPORT AND CORRESPONDENCE**

- (i) **Mill Lane:** Letters have been received from residents concerned about a possible Housing Needs Survey in Felbridge. **Resolved:** Clerk to seek advice from TDC Planning and respond to residents' letters.
- (ii) **Highways:** Michael Sydney has been asked by SCC for a list of the three worst roads in Lingfield division for 2012-13. **Resolved:** Clerk to suggest Rowplatt Lane, which is the worst road in Felbridge and very short.
- (iii) **Extra Funding for Surrey Roads:** SCC are to receive £4.17m from central government to repair damage caused during previous winters.
- (iv) **Footpath Sign on Village Green:** This broken sign has been reported to SCC who will arrange for their contractor to install a new sign when he is next working in the Felbridge area.
- (v) **Mileage Allowance:** W.e.f. 6<sup>th</sup> April 2011 the maximum tax free mileage will be raised to 45p per mile for up to 10,000 miles per year. It was agreed that the Clerk could claim 45p per mile from this date.
- (vi) **SLCC Membership:** The Clerk's annual membership for 2011 is due for renewal at a cost of £82. It was agreed that FPC would pay for this.

- (vii) **SCAPTC Membership Subscription:** The cost of FPC's annual membership of SCAPC/NALC for 2011/12 is £559.22. **Resolved:** Clerk to investigate the benefits of membership and if other local parishes are members.
- (viii) **TVSC:** FPC's annual membership fee is due on 1<sup>st</sup> April. FPC agreed to renew this membership at a cost of £10. The next Network Lunch will be held on 12<sup>th</sup> May in Godstone. One of the speakers will be Laura Thurlow from the Community Foundation for Surrey speaking on 'Update on Grants Programme'.
- (ix) **Surrey Rural Conference:** This will be held on 18<sup>th</sup> May in Cranleigh.
- (x) **Surrey Clubs for Young People:** A letter has been received from the new Chief Executive giving details of their events. Their website is [www.scyp.co.uk](http://www.scyp.co.uk).
- (xi) **Energy Supplies in Rural Communities:** An email has been received about a community project aiming to get best prices for heating oil.
- (xii) **Circulation:** TDC List of Delegated Action taken, 9 Mar; TDC Community Services Committee Agenda, 17 Mar; TDC News Release re 'Your Guide to Tandridge', 7 Mar; TDC News Release re TDC Website, 4 Mar; TDC News Release re Charges for Household Planning Advice, 7 Mar; St Catherine's Hospice News, Spring/Summer 2011; TDC News Release re Parking Services, 10 Mar; Email re new SCC policies – Decluttering Roads and Requests for New Road Signs, 14 Mar; Email re Surrey Information Point, 16 Mar; TDC News Release re Free Bus Passes, 17 Mar; SCC Highways Bulletin 14-27 March; TDC News Release re Tandridge Magazine, 17 Mar; TDC Local Committee Meeting Agenda, 4 Mar; LCR, Spring 11; SCAPTC leaflet; Surrey Matters, Spring 11; SCC Press release re roads, 24 Mar; SLCC AGM minutes, 24 Mar; Email from Ken Harwood re new lighting, 24 Mar; Email from Michael Sydney re Ridge Radio, 28 Mar; Email re SCC's Response to the Electoral Review, 29 Mar; Came & Co Parish Matters, Spring 11; St John's Parish News, Apr 11; TDC List of Delegated Action Taken, 30 Mar 11; Email from Vic Quayle re Local Council Information, 31 Mar; Email re Surrey Transport Plan, 1 Apr; SCAPTC Spring Bulletin; TDC Corporate News, Mar 11; The Voice, Apr 11; Surrey Nature, Spring 11; Natural World, Spring 11; SCA Magazine, Spring 11; Journal of Local Planning – Budget 2011, 5 Apr; Highways Bulletin, 4<sup>th</sup> – 15<sup>th</sup> Apr; TDC News Release re refuse collections over Easter, 5 Apr; Press Release from Census Office, 6 Apr; Email re Invitation to Surrey Healthwatch Event, 7 Apr.

9. **ACCOUNTS AND CHEQUES SIGNED:** Issue of the following cheques was approved by the Parish Council under Standing Orders:

835	B. Wright	Bus shelter cleaning for April	£30.00
836	R. White	Clerk's salary for April	£222.19
837	HM Revenue & Customs	Income Tax for April	£55.40
838	R White	Office Allowance for April and Petty Cash for Mar	£65.00
839	P Thackaberry	Trees on village green	£296.00

10. **ANY OTHER BUSINESS:** None

11. **DATE OF NEXT MEETING:** The next meeting will be held on Thursday 5<sup>th</sup> May 2011 at 7.30pm.

The meeting closed at approximately 10.45pm.

RW

13 April 2011