

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 April 2018 at 7.30pm in Felbridge Village Hall.

Present:

Mr. Jeremy Clarke (Chairman)

Mrs. Joan Harwood

Mr. Ian McBryde

Mr. Ken Harwood, District Councillor (attended part of meeting)

Mr. Alan Woodroffe (in attendance)

Mrs. Patricia Slatter (in attendance)

Mrs. Linda Hainge

Mr. Brian Apps

Ms. Georgina Chapman

1. **APOLOGIES FOR ABSENCE** were received from Bridget Huntington and County Councillor Lesley Steeds

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

There were no additions to those already disclosed.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on Thursday 1st March 2018 were approved and signed.

4. **ONGOING ITEMS**

(i) **Community Consultation:**

Transport/Environment and Green Issues: –

(ii) Welcome to Felbridge White Gates: The gates have now been installed and Georgina Chapman was thanked for her help in managing the project. Georgina Chapman has offered to look at the option of providing planters or planting bulbs next to each of the gates. **Action:** Georgina Chapman to report back

(iii) Gullege Bridleway: Nothing new to report.

(ii) **Leisure and Health Actions:-**

(i) Temporary Toilet: It was agreed to provide a temporary toilet as before in the grounds of the Village Hall from Friday 4th May to Monday 29th October. **Action:** Clerk to organise

(iii) **Hub Project:**

(i) **Future of Hub Project:** Surrey County Council are to take back responsibility for grass cutting in Tandridge with TDC making a contribution to ensure that the full level of cuts is provided. For 2019/20, TDC plan to take over this responsibility and will be asking Parish Councils to contribute to the cost of a full schedule of cuts. Felbridge Parish Council have already agreed to contribute £1000 to deliver a better grass cutting service for the village. **Action:** Clerk to monitor

- (ii) **Interim Grass Cutting:** The Hub team are working to arrange for a full urban and rural cut and weed killing to take place within the next weeks paid for from the existing Hub budget. **Action:** Clerk to monitor

5. **FINANCE**

RECEIPTS AND PAYMENTS March 2018						
<u>RECEIPTS FROM</u>						
DATE	DETAILS				TOTAL £	
16.03.18	Grant towards scanner				62.60	
22.03.18	Annual VAT refund				1900.91	
TOTAL					1963.51	
<u>PAYMENTS TO</u>						
DATE	DETAILS				CHQ	TOTAL £
01.03.18	P Slatter	Clerk's Salary & Allowance March			119	524.32
"	HMRC	Clerk's Tax March			120	131.08
"	P Slatter	Clerk's Expenses February			121	59.99
"	Brian Wright	Bus shelter cleaning March			122	38.00
"	SLCC	Annual Membership renewal			123	115.00
"	Ian Mc Bryde	Councillor Expenses			124	37.90
"	Brian Apps	RFO Expenses			125	11.53
15.03.18	St Catherines Hospice	Donation			126	500.00
TOTAL						1417.82
SUMMARY 31.3.18						
	Lloyds Bank - Current Account					6322.84
	Lloyds Bank - Business Reserve					20011.34
	Less outstanding cheques					
	TOTAL BALANCES					26334.18
	Less reserves for traffic calming, new bus shelter & playground resurface					-15000.00
	AVAILABLE FUNDS					11334.18

- (ii) **Section 137 Payments:** A donation request was received from Safe Drive Stay Alive which provides safety demonstrations and training for teenagers in association with secondary schools. The training is provided by members of the emergency services. **Agreed:** It was agreed to make a contribution of £100 towards the costs of this scheme. **Action:** Clerk to draw cheque.

6. **COUNCILLORS' FEEDBACK**

- (i) **Bollards Outside Village Hall:** All the bollards have now been replaced.
- (ii) **Gate by Birch Grove:** Awaiting three quotes. **Action:** Jeremy Clarke to report back.
- (iii) **Requests for Funding from Future Cross Border Developments:** Clerk is working with other Parish Clerks to formulate a process whereby Parish Councils directly affected by developments on their border can claim funding from the bordering authority/developer. **Action:** Clerk to progress and update when appropriate.
- (iv) **New Data Protection Regulations:** The Clerk is working towards a deadline of early June to ensure that FPC are compliant with the new regulations including appointing a Data Protection Officer. **Action:** Clerk to progress.

- (v) **Water Fountain for Felbridge:** Felbridge Village Hall committee have agreed for a water fountain to be located in the Hall grounds in a location to be agreed. **Action:** Clerk to organise site meeting.
- (vi) **Traffic Calming Gates Insurance:** Clerk has asked for the new street furniture to be added to the existing FPC insurance policy. **Action:** Clerk to report back.
- (vii) **Damaged Drain by Star Pub:** Clerk has reported the damaged drain to Surrey Highways.

7. **CIL REVENUE AND EXPENDITURE:**

- (i) **Village Maintenance:** Contractor has cleared footpaths on Copthorne and Crawley Down Roads. The response from residents has been positive. Road signs have also been cleaned.
- (ii) **A22 Footpaths:** Still awaiting costing from SCC for clearing the footpaths on the A22 which the County Councillor has agreed to help fund. **Action:** Clerk to ask contractor who cleared the other footpaths in the village to provide a quote based on Ian McBryde and Bridget Huntingdon's survey.
- (iii) **Suggested Improvements - Footpath:** Linda Hainge suggested that an all-weather path with lighting be created from the Copthorne Road through the woods to the rear of the Village Hall. Estimated cost for the powered post from Skanska is £4-£5K.
- (iv) **Suggested Improvements – Playground:** Bridget Huntington has circulated options for new playground equipment and has identified a range for swings and swing boats including an accessible swing. **Agreed:** Since other options may be available to cover these costs no action will be taken in the immediate future. **Action:** Clerk to monitor.
- (v) **4a Rowplatt Lane:** Initial CIL payment has been received on this development.
- (vi) **Village Show, 7th July:** Georgina Chapman confirmed the date for the Village Show of 7th July. It would be actively promoted when the events licence was received from TDC. **Action:** Georgina Chapman to report back.
- (vii) **New Trees on Crawley Down Road:** Linda Hainge reported that new trees had been planted.
- (viii) **Daffodils:** Joan Harwood recorded that the daffodils in the village were particularly good this year.
- (ix) **Hill Farm Place Planning Application Approved:** Jeremy Clarke reported that this application for 200 homes near the end of Imberhorne Lane in East Grinstead had been improved. It was anticipated that it would have a considerable impact on traffic at the Star Junction.

8. **SURREY HIGHWAYS:**

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke is awaiting a date for his requested meeting with MP Sam Gymiah.
- (ii) **Vehicle Activated Sign on Copthorne Road:** Broken sign scheduled for repair when SCC budgets are released. **Action:** Clerk to monitor.
- (iii) **Mill Lane Resurfacing Works:** Contractor to repair/resurface in Spring/Summer. **Action:** Joan Harwood and Lesley Steeds to monitor.
- (iv) **Developer/Contractor Vehicle Parking on Crawley Down Road** Surrey Highways are consulting with residents living near the junction of the A264 and Crawley Down Road regarding installing double yellow lines to avoid obstruction caused by vehicles parking too close to the junction. **Action:** Clerk to monitor.
- (v) **Potholes:** A large pothole on the Copthorne Road outside Doves Barn had damaged three vehicles. The police were in attendance. Surrey Highways have made an urgent temporary repair.

- (vi) **Crawley Down Road Developments** – Response from Surrey Highways: While the response accepted many of the issues raised by FPC relating to additional vehicle movements created by additional developments in the area, it had not addressed all concerns. **Action:** Ian McBryde and Jeremy Clarke to draft a further response for consideration.

9. **PLANNING**

(i) **Applications Considered**

The following applications were considered at the Planning Meeting held on Thursday 15th March attended by Linda Hainge, Joan Harwood, Bridget Huntington, Georgina Chapman, Brian Apps and Jeremy Clarke.

TA/2018/286 The Star Inn, London Road, Felbridge, RH19 2QR Display of external signs
Resolved: No action

Application considered at the Parish Council Meeting

TA/2018/292 Unit 37, Hobbs Industrial Estate Advertising consent
Resolved: No action

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

None which border Felbridge.

Ken Harwood joined the meeting.

10. **CLERK'S REPORT**

(i) **Correspondence:** Received from residents regarding bonfires, speeding, and damaged grass verge outside school caused by contractors

(ii) **Advertising:** Shanly Homes had illegally placed an advertising banner outside their recent development on Copthorne Road. The banner along with their house sales advertising boards were removed following a request from the Clerk.

(iii) **Estate Agent Boards:** Three different estate agents had placed boards on the verges near to Furnace Wood and on Crawley Down Road. All have now been removed.

(iv) **Village Hall Car Park Flooding:** TDC contractor scheduled to visit site on 5th April to conduct a survey and identify works required to repair fault. **Action:** Clerk to monitor.

(v) **Removal of Phone Box on Copthorne Road:** Clerk contacted BT to ask for the now redundant and vandalised phone box to be removed. BT confirm it is on their schedule but are unable to provide a date.

(vi) **Replacement Trees for Village Green:** One tree had been damaged and another ruined. SCC have been asked to provide replacement trees.

11. **RESPONSIBLE FINANCIAL OFFICER RESIGNATION:** Councillor Brian Apps confirmed his resignation both as councillor and Responsible Financial Officer after 15 years' service. He joined the Parish Council after being asked by Linda Hainge to help with accounting. In 2002/3 there were 1545 people on the electoral roll in Felbridge and that has now increased to 1764. He leaves the council in a healthy financial situation with funds earmarked for replacing equipment and improvements as well as a reserve. His resignation would take effect from 30th April and the new RFO would be appointed at the May meeting. Brian would work with the new RFO to deliver the end of year financial reports. He passed on his thanks to all. The Chairman thanked Brian Apps for his service and support over the past fifteen years and wished him well for the future.

12. **CONSULTATIONS**

(i) **Tandridge District Council Local Plan - Garden Village Consultation:** Nothing further to report.

13. **BUSINESS FOR NEXT MEETING**

Appointment of new Responsible Financial Officer

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

The next Parish Council Meeting and Annual Meeting will be held on Thursday 3rd May at 7.00pm.
A Planning Meeting is scheduled for Thursday 19th April at 7.00pm

The meeting closed at approximately 9.05pm.

Patricia Slatter
Clerk to Felbridge Parish Council

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

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