

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 4th September 2014 at 7.30pm in the Village Hall, and of the Planning Meetings held on 17th July, 7th and 21st August 2014

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

1. **APOLOGIES FOR ABSENCE** –None

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

Councillor David Archer declared a Disclosable Pecuniary Interest in Planning Application TA/2014/961, the nature of the interest being that he knows the owners of this property. In accordance with the Council's Code of Conduct, he left the planning meeting on 17th July 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 3rd July 2014 and the Planning Meeting held on 19th June 2014 were approved and signed.

David Archer announced that he and his wife are planning to move from Felbridge in Spring/Summer 2015, and he will therefore be resigning from the Parish Council. The Chairman thanked David for all the work he has done for the Parish Council and the local community. As there will be an election in May 2015, the Chairman suggested that councillors should encourage residents to put their names forward as potential new councillors.

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

- (i) **Access Road onto Crawley Down Road:** The planning application has not yet been discussed by the TDC Planning Committee. A letter has been received from the Infrastructure First Group, a group of Felbridge residents, asking for financial help towards the cost of instructing a QC to review this application on their behalf. It was agreed that FPC could not make a decision at this meeting. This request will be added to the agenda for the meeting on 2nd October. In the meantime the Chairman agreed to seek advice from Surrey ALC.
- (ii) **Wall outside Felbridge Court:** Colin Pearse, SCC, has confirmed that SCC own the footings and built the wall but the residents are responsible for its maintenance and therefore for making an insurance claim.
- (iii) **Skateboard Ramp:** The new skateboard was ordered on 10.06.14 and a cheque for the deposit of £4,017.60 sent to 9c Solutions on 20.06.14. Installation should take place in November 2014.

- (iv) **Dog Waste Bin:** An extra dog waste bin, at a cost of £179 plus VAT, was erected in August by TDC adjacent to the pavement along Crawley Down Road opposite the pedestrian entrance to the village hall grounds.
- (v) **Village Fair on 19th July:** This was a very successful event. Poppies in Commemoration of World War I were sold by FPC with all proceeds going to The Royal British Legion. 10 poppies have been installed by TDC on the village green. Poppies are available to purchase from the TDC Council Offices in Oxted, the Community Centre in Lingfield and the village shop in Dormansland. There will be an Arts, Crafts & Food Market on 25th October 2014 in the village hall. The Country Show will take place on 18th July in 2015.
- (vi) **Replacement of Grit Bin on Woodcock Hill:** FPC have ordered a 200 litre dumpy bin in green for £130, plus £20 to install and £80 to fill from Clutterbucks. This will be installed once SCC have removed the old bin.
- (vii) **School Hedge:** The hedge was cut alongside Copthorne Road in July and the debris cleared away by the school caretaker.
- (viii) **Dog Mess:** Ken Harwood circulated an email to his hub group in July and the East Grinstead Courier published an article.
- (ix) **Luncheon Club:** The Chairman sent a letter of thanks to each of the volunteers. The next lunch will be on 18th September.
- (x) **Electric Gate:** The SCC Countryside Access Officer has looked at the electric gate which has been erected across the drive at The Homestead. She did not think it caused an instruction as there is room for users of the footpath to walk round the side of the actual gate posts.
- (xi) **FPC Information on the website:** Updates have been sent to the website team.

5. **ONGOING ITEMS**

- (i) **Community Consultation:**
Transport/Environment and Green Issues: –
Actions completed:-
 - a. **Metrobus** – Metrobus leaflets giving details of buses passing through Felbridge were available at the village fair and have been delivered to homes in the centre of the village. The new bus stops along Copthorne Road were installed in early July. Ian McBryde agreed to investigate details of the new Southdown bus route (485) along the A22. **Resolved:** Clerk to contact Police to ask them to monitor parking in the bus lay-by in Copthorne Road, particularly during school times.
 - b. **Welcome to Felbridge gates** – Michael Sydney will discuss with Philippa Gates at SCC and arrange a site meeting.
 - c. **Gullege Bridleway** – David Archer has contacted the volunteers and will remind Sue Phillipson, WSCC, about an alternative quote for the removal of the surplus soil. David to obtain estimates for resurfacing the track up to the bridge. One volunteer has researched a list of companies who could be approached for a grant.**Leisure and Health Actions:-**
 - a. **Outdoor gym** – Bridget is in contact with TDC regarding suitable gym equipment in the village hall grounds. Estimate for 6 pieces of equipment would be approx £1,000. If the new outdoor gym at Queens Park, Caterham, is well used, TDC will receive extra funding and would probably contribute 50% towards Felbridge equipment.
 - b. **Footpaths** – Sarah Jenman, SCC Countryside Access Officer met with Ken and Joan on 22nd July to discuss work required along footpaths 283, 365 and 367 and gave them details of the 2014 schedule of footpath clearance. The SCC Countryside Access Team Manager has suggested local rights of way

training for Parish Councillors and volunteers during October. Ian McBryde agreed to write to Michael Sydney re rights of way clearance.

- c. Fence in woods r/o village hall – Surrey Highways have ordered a safety barrier to be erected alongside Copthorne Road to be paid by the County Councillor's Community Pride Fund.

Community Cafe:- The owner of the village shop is still considering opening a cafe.

- (ii) **Hub Project:** An urban cut was completed on 29th August and the 2nd rural cut was completed satisfactorily.

6. FINANCE

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

087	Destroyed		
088	Tandridge District Council	Tarmac works by skateboard	£940.00
089	EMS	A4 Car Parking signs	£48.00
090	BDO LLP	Annual Audit Fee	£120.00
091	B. Wright	Bus shelter cleaning for Sept 14	£35.00
092	R. White	Clerk's salary for Sept 14	£232.61
093	HM Revenue & Customs	Income Tax for Sept 14	£58.00
094	R White	Office Allowance for Sept 14 + Petty Cash July/Aug 14	£134.46
095	Surrey Crimestoppers	Donation	£50.00
096	The PCC of Felbridge Parish	Donation for new tarmac entrance	£500.00
097	Tandridge District Council	Dog Waste bin - Crawley Down Rd	£179.00

- (ii) **Approval and Acceptance of the Annual Return** – The Annual Return for the year to 31st March 2014 has been returned by the auditors without comment. This was approved and accepted by the Council.

- (iii) **Section 137 Payments:**

St John's Church: The grass verge in The Glebe has been replaced with tarmac using funds initially provided by St John's PCC. They are now actively pursuing further support from other charitable sources. FPC confirmed their agreement to a donation of £500.

Kent Surrey Sussex Air Ambulance: A letter has been received asking for a grant towards their life-saving work. **Resolved:** A donation of £250 was agreed.

7. MEMORIAL BENCH ON VILLAGE GREEN

Joan Harwood will contact Albert Smith's daughter who would like to pay for a bench on the village green in his memory.

8. STANDING ORDERS

FPC agreed to the amendment to Item 3k on Page 6. A revised copy was circulated to all councillors.

9. COUNCILLORS' FEEDBACK

- (i) **Chestnut Day:** This will take place on Sunday, 14th September in the village hall to celebrate 300 years of the Evelyn chestnut trees in Felbridge.
- (ii) **War Memorial:** FPC have been asked to consider a permanent memorial in the village. The WWI board within the church is considered the official war memorial for Felbridge but has some names missing. There is no permanent WWII board. **Resolved:** FPC to investigate costs of a memorial stone.

- (iii) **County Councillors Fund:** Michael Sydney suggested that the Luncheon Club should request a grant of £500 and the Village Hall Committee should apply for a grant towards the cost of a new patio.
- (iv) **Pavement at junction of Rowplatt Lane/Copthorne Road:** Michael Sydney confirmed that an order has been raised to resurface the pavement approx 300 metres in Rowplatt Lane and 10 metres in Copthorne Road.

10. **SURREY HIGHWAY REPAIRS:**

- (i) **Pavement alongside Snowhill Lane:** This is badly overgrown. **Resolved:** Clerk to report to Steve Cunnah.
 - (ii) **Post alongside A22:** The post containing a 50mph repeater sign and 2 brown signs for the Wiremill and the nursery is badly leaning. **Resolved:** Clerk to report to SCC.
 - (iii) **A22 outside Hydropool:** The road surface badly needs repairing. **Resolved:** Clerk to report to SCC.
 - (iv) **Gully Grating in Rowplatt Lane:** This has collapsed. **Resolved:** Clerk to report to SCC.
 - (v) **The Star Inn Junction:** Michael Sydney is proposing a working group, with both Surrey and Mid Sussex MPs, to discuss this junction.
 - (vi) **Pavement in Crawley Down Road:** The dips in the pavement outside St John's Ambulance Station were re-reported to SCC on 2.9.14 – ref MG00673307.
 - (vii) **Potholes in Copthorne Road:** Michael Sydney to arrange a meeting with Colin Pearse, SCC, and Brian Apps/Jeremy Clarke to discuss the potholes between the eastern entrance to Furnace Wood and Doves Barn, resurfacing the A264 at the county boundary and the crossing zones at Furnace Wood
 - (viii) **Mormon Temple Roundabout:** The damaged signs will be replaced as part of the work to change the signage to direct Gatwick traffic down West Park Road.
 - (ix) **Hedge between Mill Lane and Hedgecourt Place:** This has been cleared.
- Mr Michael Sydney left the meeting.

11. **PLANNING APPLICATIONS**

Planning Meeting held on 17th July attended by Brian Apps, David Archer, Joan Harwood, Linda Hainge and Jeremy Clarke.

Applications Acknowledged 23rd – 27th June 2014

Mr David Archer left the meeting.

TA/2014/961: 23 Rowplatt Lane, Felbridge. Demolition of existing conservatory. Erection of first floor side extension over existing drive with three supporting piers and single storey rear extension. **Resolved:** FPC have no issue with the ground floor works and would support that. However the 1st floor is too close to the boundary.

Mr David Archer returned to the meeting.

Applications Acknowledged 30th June – 4th July 2014

TA/2014/1003: Plots 1 and 2, Land at Former Perry Wood Scout Camp, West Park Road, Newchapel. Variation of condition 2 and 15 of planning application TA/2012/1523 dated 31 January 2013 to allow revised fenestration of ground floor windows, addition of pitched roofs to dormers on right and left flank, and removal of covered balcony to the house and removal of personal door, addition of pitched roof to dormer window and access door to replace timber slated vent, and removal of Juliet balcony and glazed gable to garage. Alterations to the provision of renewable energy using hot water solar panels and roof light windows. **Resolved:** No Action

TA/2014/1059: 22 Birch Grove, Felbridge. Erection of single storey rear extension. (Certificate of Lawfulness for a Proposed Development) **Resolved:** No Action.

Applications Acknowledged 7th – 11th July 2014

TA/2014/960: Garthfield Barn, Eastbourne Road, Felbridge. Variation of condition 2 and 4 of permission TA/2014/415 to allow for a pitched roof above central glazed area to south elevation and the replacement of solar panels with an ASHP heating system.

Resolved: No Action.

TA/2014/614: Chester Lodge, Woodcock Hill, Felbridge. Erection of storage unit.

Resolved: FPC have no objection to the size or purpose of the shed. They strongly object to the appearance and would prefer it to have a rural character to suit its surroundings, preferably timber clad.

Planning Meeting held on 7th August attended by Ian McBryde, Brian Apps, David Archer, Linda Hainge and Bridget Huntington. A resident of McIver Close also attended the meeting.

Applications Acknowledged 14th – 18th July 2014

TA/2014/550: 11 Crawley Down Road, Felbridge. Erection of single storey extension to east elevation. Erection conservatory to south elevation and erection of detached storage shed to west elevation. Use of loft space for habitable purposes. (Certificate of Lawfulness for an Existing Development). **Resolved:** No Action.

TA/2014/1142: Felbridge Waste Water Treatment Works, Eastbourne Road, Felbridge. The construction of a MCC kiosk in order to house electrical equipment (in association with proposed upgrades to existing waste water treatment works, which are to be constructed under permitted development rights). **Resolved:** No Action.

Applications Acknowledged 21st – 25th July 2014

TA/2014/1164: Ennerdale, Mill Lane, Felbridge. Erection of single storey extension to northwest elevation of existing detached garage and raising of roof eaves and ridge height. **Resolved:** No Action.

TA/2014/1125: Churchill House, West Park Road, Newchapel. Demolition of detached garage. Erection of single storey extensions to north, south, east, west elevations and erection of detached outbuilding to rear of property. (Certificate of lawfulness for a proposed development) **Resolved:** FPC is concerned at the apparent size of the extension to the property which is generally out of keeping with its location within the Green Belt. TDC are requested to ensure that the proposals fall within the scope of Lawful Permitted Development.

TA/2014/1072: Churchill Farm, West Park Road, Newchapel. The use of the land for commercial moto-cross events on more than 14 days per annum together with car parking ancillary to the said motor-cross events along with associated works and the provision of a landscaped noise attenuation earth barrier. **Resolved:** FPC considered a previous application for the construction of a bund and raised no objection. FPC welcome the application for permission to construct a higher bund with associated landscaping. However, FPC are aware of objections raised by some local residents as a result of the level of noise from the moto-cross track which currently has no noise attenuation. FPC request that TDC ensure that the design of the bund is sufficient to reduce the noise from the track to a satisfactory level, taking into account the background noise that already emanates from aircraft, West Park Road and other activities in the area.

Applications Acknowledged 28th July – 1st August 2014

TA/2014/1231: 2 The Firs, 38 Crawley Down Road, Felbridge. Demolition of existing garage. Erection of single storey extensions to front and rear elevations. **Resolved:** No Action.

Planning Meeting held on 21st August attended by Brian Apps, Ian McBryde, Linda Hainge, Joan Harwood, David Archer and Jeremy Clarke.

Applications Acknowledged 4th – 8th August 2014

TA/2014/1262 – Felbridge Showground, 72A Copthorne Road, Felbridge. Demolition of existing buildings. Erection of stables, tack room and feed room and formation of sand school. **Resolved:** No Action.

TA/2014/1169 – Unit 37, Hobbs Industrial Estate, Newchapel. Erection of ancillary temporary buildings for use as a workshop, training room and offices, open storage area and car parking together with associated infrastructure. **Resolved:** No Action.

Applications Acknowledged 11th – 15th August 2014

TA/2014/1205 – Orchard Cottage, 101 Copthorne Road, Felbridge. Demolition of existing carport and part demolition of existing detached double garage with erection of pitched roof and two rooflights to north east elevation. **Resolved:** No Action.

TA/2014/1218 – Stonewall, London Road, Felbridge. Open existing chimney and install fireplace. (Listed Building Consent) **Resolved:** No Action.

Parish Council Meeting held on 4th September 2014

Applications Acknowledged 18th – 22nd August 2014

None in Felbridge

Applications Acknowledged 26th – 29th August 2014

TA/2014/1332: 80 Copthorne Road, Felbridge. Variation of condition 1 of planning permission TA/2013/275 to allow for the addition of dormer windows and alterations to the layout. **Resolved:** No Action.

TA/2014/1342: Faringay, West Park Road, Copthorne. Erection of part single, part two storey side extension and infill to porch. **Resolved:** No Action.

Mr Ken Harwood joined the meeting

12. **CLERK'S REPORT**

- (i) **Parish Assembly:** TDC are proposing to hold this annual event on Thursday, 27th November at 6pm. **Resolved:** Clerk to confirm that the Clerk and a councillor will attend.
- (ii) **Parking in Rowplatt Lane:** Surrey Police have investigated complaints about vehicles parking opposite the junction of Twitten Lane. Drivers are reminded that it is an offence to park within 10 metres of a junction.
- (iii) **Surrey ALC AGM & Conference:** This will take place on 16th October in Guildford.

13. **BUSINESS FOR NEXT MEETING**

Memorial Bench

Request for Funding from Infrastructure First Group.

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

The next Parish Council Meeting will be held on Thursday 2nd October 2014 at 7.30pm.
A Planning Meeting will be held on 18th September 2014.

The meeting closed at approximately 9.50pm.

RW

16th September 2014

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