

# **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 5<sup>th</sup> June 2014 at 7.30pm in the Village Hall, and of the Planning Meeting held on 15<sup>th</sup> May 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 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** –.None

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

There were no additions to those previously registered.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Annual Meeting and Parish Council Meeting held on 1<sup>st</sup> May 2014 and the Planning Meeting held on 17<sup>th</sup> April 2014 were approved and signed.

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

- (i) **Access Road onto Crawley Down Road:** Surrey Highways' decision regarding the proposed Charles Church development was sent to TDC on 7.5.14. The Chairman responded on behalf of FPC pointing out that SCC seemed to have taken no account of the issues raised by FPC and Felbridge residents. The planning application will be discussed at the TDC Planning Meeting on 19<sup>th</sup> June. FPC will be represented at this meeting. Michael Sydney agreed to discuss SCC's response with Nicola Downes, SCC. Joan Harwood and Bridget Huntington will attend a meeting with MP Sam Gyimah and Felbridge residents on 6.6.14.
- (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) **Felbridge Housing Needs Survey:** Ian McBryde is in contact with WS Planning and Architecture to obtain a copy of the results.
- (iv) **Building Site in Crawley Down Road:** Hilary Orr, TDC Planning, has replied to Ian McBryde's letter suggesting that a condition be placed on future planning applications that grass verges are reinstated on public land. Conditions may only relate to land outside a site provided it is "under the control" of applicants. Normally this relates to land within the applicants' ownership. The Highways Authority are able to require re-instatement and repair of highway verges in the event of any significant damage.
- (v) **Estate Agents Boards on A264:** Letters have been emailed to all estate agents with illegal boards at the entrances to Furnace Wood, asking them to remove the boards within one week of the date of the letter.

- (vi) **Parking in Crawley Down Road:** An email has been circulated to the email hub group and Felbridge school about cars parked very close to the village hall entrance. Jeremy Clarke has obtained prices for 2 A4 signs at a cost of £40 plus VAT. **Resolved:** It was agreed that Jeremy Clarke should order these signs which will be screwed to posts on both sides of the village hall entrance.

## 5. **ONGOING ITEMS**

### (i) **Community Consultation:**

**Transport/Environment and Green Issues:** –

Actions completed:-

- a. **Metrobus** – Clerk sent email to Metrobus asking if their Marketing Department could produce a leaflet in conjunction with FPC giving details of buses passing through Felbridge, for distribution to Felbridge residents and at the village fair. **Resolved:** Clerk to ask Surrey Highways when new bus stops will be installed along Copthorne Road.
- b. **Welcome to Felbridge gates** – Michael Sydney has discussed these gates with Philippa Gates at SCC, and needs to know the exact locations proposed by FPC. **Resolved:** Jeremy to circulate suggested locations for agreement by FPC.
- c. **Gullege Bridleway** – Sue Phillipson, WSCC, has received a quotation from her contractor for £1,000 to remove the surplus soil. She would contribute £500 if the volunteers could raise £500. **Resolved:** David to obtain estimates for resurfacing the track up to the bridge, before approaching organisations for grants.

**Leisure and Health Actions:-**

- a. **Goal posts in village hall grounds** – Steve Hyder, TDC, agreed on 12.5.14 to re-install loose goal posts and repair damaged areas of grass.
- b. **Outdoor gym** – Bridget has visited Forest Row and has meeting with TDC on 11<sup>th</sup> June to discuss suitable gym equipment in village hall grounds.
- c. **Footpaths** – Michael Sydney suggested FPC invite Sarah Jenman, SCC Countryside Access Officer to meet with Ken and Joan to discuss work required along footpaths 283, 365 and 367.
- d. **Whist/bridge groups** – Linda has found insufficient interest in Felbridge.
- e. **Fence in woods r/o village hall** – TDC have no funds available to replace the fence along Copthorne Road and suggested a barrier on the pavement at the end of the footpath alongside the school fence. Clerk contacted Surrey Highways. **Resolved:** Jeremy to obtain quotes for a 5ft fence with a gate. Clerk to follow up with Surrey Highways. If no action from Surrey Highways by end August, FPC will progress with suggestion of replacing the fence.

- (ii) **Hub Project:** Clerk had meeting with TDC contractor on 3<sup>rd</sup> June – all verges along Crawley Down Road now cut. Clerk spoke to Fay on 3<sup>rd</sup> June who confirmed that the 3<sup>rd</sup> urban cut started on 20<sup>th</sup> May. Clerk reported that the verges along Copthorne Road had been cut but not Rowplatt Lane or outside the church along the A22. Fay reported that the 1<sup>st</sup> rural cut had been started but it was chaotic. Clerk asked for the grass at Furnace Wood to be cut and the verge behind the bank of earth near the Mormon Temple roundabout. **Resolved:** Councillors to report to Clerk when these areas had been cut. Clerk to speak to Fay about increasing the number of members in the Hub Management Group.

## 6. FINANCE

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

069	Felbridge Luncheon Club	Grant towards set-up costs	£500.00
070	B. Wright	Bus shelter cleaning for June 14	£35.00
071	R. White	Clerk's salary for June 14	£232.61
072	HM Revenue & Customs	Income Tax for June 14	£58.00
073	R White	Office Allowance for June 14 + Petty Cash May 14	£80.76
074	Broker Network Ltd	FPC Insurance Premium wef 1.6.14	£490.36
075	Felbridge Village Hall	Hall and cupboard fees April 14 – March 2015	£203.50

- (ii) **Financial Regulations** – Revised Financial Regulations had been circulated by the RFO. The final version will be prepared for agreement at the July meeting.
- (iii) **Annual Return** – This has been sent to the External Auditor.
- (iv) **Came & Co – Renewal of Insurance** – FPC agreed to accept the quotation from Hiscox with a new LTA until 1<sup>st</sup> June 2017 at a cost of £490.36 per annum. The insurance declaration was also agreed with all councillors.
- (v) **Section 137 Payments:**  
**Surrey Wildlife Trust:** FPC agreed to renew their membership wef 1<sup>st</sup> May 14 at a cost of £40.  
**Anchor Trust:** FPC agreed a donation of £250 towards the replacement minibus at Orchard Court in Lingfield. This care home receives Felbridge residents.  
**GACC:** FPC agreed to renew their membership wef 1<sup>st</sup> May 14 as they wish to continue to receive information from GACC. Clerk to confirm to GACC that FPC do not wish their name to be used on any of their literature due to the fact that FPC, as a parish council, must be seen to be acting without bias.

## 7. SKATEBOARD RAMP

FPC agreed the revised quote from TDC's current contractor, 9c Solutions, for a wider ramp at a cost of £16,740, with £4,500 contribution from TDC. FPC also agreed the payment terms of 20% at point of order, 60% prior to manufacturing and 20% on completion. Work to be carried out during August. Steve Hyder, TDC, has agreed the revised location and he will instruct his contractors to move the litter bin and carry out the tarmac extension, at a cost of £940 plus VAT, to be paid by FPC. **Resolved:** Clerk to instruct 9c Solutions to go ahead.

## 8. DOG WASTE BIN

FPC agreed the quotation from TDC for an extra dog waste bin, at a cost of £179 plus VAT. This bin should be erected on Crawley Down Road, outside the village hall grounds, against the hedge and adjacent to the pedestrian gate.

9. **REPLACEMENT OF GRIT BIN ON WOODCOCK HILL:** SCC will remove the current grit bin due to damage beyond repair. FPC agreed to retain a grit bin in this location. **Resolved:** Clerk to obtain a quotation from Clutterbucks for a replacement bin to be installed and filled, plus the annual charge for refilling.

## 10. COUNCILLORS' FEEDBACK

- (i) **School Transport:** Councillor Sydney asked if any secondary school children in Felbridge have been forced to attend East Grinstead schools due to SCC's changed policy on paying for school transport to Surrey schools. He will contact Felbridge School.
- (ii) **Village Fair on 19<sup>th</sup> July:** FPC confirmed that they would like a pitch Linda, David, Ken, Joan and Clerk available to man the stand.

## 11. SURREY HIGHWAY REPAIRS:

- (i) **Resurfacing of Cophthorne Road:** Road between Furnace Wood and county boundary was resurfaced in March. The section between Furnace Wood and Doves Barn and the section between the county boundaries still needs resurfacing. Michael Sydney agreed to pursue this with SCC. The white lines and cats eyes on the resurfaced section were replaced in May. Jeremy sent an email to Michael Sydney on 2<sup>nd</sup> June about the crossing zones which have not been replaced. Michael confirmed that this was in hand.
- (ii) **Pothole on westbound carriageway outside entrance to Mulberry Gate:** Reported to SCC on 23.5.14, ref MG00634703.
- (iii) **Footpath along Crawley Down Road:** Roots are damaging the tarmac between McIvor Close and the school. **Resolved:** Clerk to ask Michael Sydney to discuss reskimming the footpath with the SCC Local Committee.
- (iv) **Hedge between Mill Lane and Hedgecourt Place:** This is beginning to obstruct the footpath. **Resolved:** Clerk to report to Steve Cunnah for the Community Gang.
- (v) **Pavement between Furnace Wood and the County boundary:** The hedge is overhanging the pavement and a fallen tree is hanging down. **Resolved:** Clerk to report to Steve Cunnah for the Community Gang.
- (vi) **Pavement alongside the A22:** The pavements outside Stone House, from the bottom of Woodcock Hill alongside the lake and the service station, and from Peacock Lodge to the Mormon Temple all need clearing, as families walk children to school and children stand at the bus stops. **Resolved:** Clerk to report to Steve Cunnah for the Community Gang.
- (vii) **Potholes along A264:** Large potholes have re-appeared between the Eastern entrance to Furnace Wood and Doves Barn. **Resolved:** Clerk to report to SCC. Councillors Sydney and Harwood left the meeting.

## 12. PLANNING APPLICATIONS

**Planning Meeting held on 15<sup>th</sup> May 2014** attended by Brian Apps, Joan Harwood, Linda Hainge, Bridget Huntington and Jeremy Clarke.

### **Applications Acknowledged 28<sup>th</sup> April – 2<sup>nd</sup> May 2014**

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

**Resolved:** FPC have no objection to the provision of storage and the size in this proposal. However, FPC strongly object to the proposed materials which are out of keeping with the rural area.

### **Applications Acknowledged 5<sup>th</sup> – 9<sup>th</sup> May 2014**

**TA/2014/700:** Birchwood, Heather Way, Felbridge. Demolition of existing dwelling. Erection of dwelling. **Resolved:** No Action.

**TA/2014/694:** 101 Cophthorne Road, Felbridge. Demolition of existing detached garage. Erection of attached double garage to southeast elevation with gable ended roof to provide loft storage space incorporating two roof lights to south elevation. (Amended description). **Resolved:** No Action.

**TA/2014/217:** The Boathouse, Twitten Lane, Felbridge. Erection of porch to north elevation. **Resolved:** FPC wish to record their full support for this application.

**Parish Council Meeting held on 5<sup>th</sup> June 2014**

**Applications Acknowledged 12<sup>th</sup> – 16<sup>th</sup> May 2014**

**TA/2014/735:** Lynwood, The Limes, Felbridge. Erection of single storey rear extension. **Resolved:** No Action

**Applications Acknowledged 19<sup>th</sup> – 23<sup>rd</sup> May 2014**

**TA/2014/577:** Bakers Wood, West Park Road, Lingfield. Erection of 412 houses on 103 acres of land in respect of previous planning applications. (Certificate of Lawfulness for a Proposed Development). **Resolved:** FPC are very concerned about this application. It is in the Green Belt and would completely destroy an ancient woodland. The application is confusing, the maps are misleading, there are repeated references to the hut, the documents provided contain a large number of inconsistencies. FPC strongly request that TDC thoroughly investigate all of the inconsistencies in this application to ensure that the evidence is a full and true account of the records that it references.

Mr Harwood returned to the meeting

13. **CLERK'S REPORT**

- (i) **GACC:** A letter has been received from GACC suggesting that FPC might like to hold a public meeting to discuss the revision of the flight paths and the new runway. **Resolved:** It was agreed that FPC would not organise a meeting.
- (ii) **School Fair:** FPC agreed that the School could place a banner advertising their fair on 8<sup>th</sup> June on the village green for up to 3 weeks prior to the event.
- (iii) **St Catherine's Hospice:** A letter has been received thanking FPC for their donation of £250 to support the services provided by the hospice to local residents.
- (iv) **Surrey Poppies on the Street Campaign:** Members of the public could buy a large poppy to be placed on a tree or lamppost from 1<sup>st</sup> August to 15<sup>th</sup> November 2014, at a cost of a minimum of £2.50 a poppy. **Resolved:** Clerk to discuss with TDC the availability of the poppies for the village fair.

14. **BUSINESS FOR NEXT MEETNG** None

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

The next Parish Council Meeting will be held on Thursday 3<sup>rd</sup> July 2014 at 7.30pm. A Planning Meeting will be held on 19<sup>th</sup> June 2014.

The meeting closed at approximately 10.35pm.

RW

24<sup>th</sup> June 2014

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