

# **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 Thursday 7th July 2016 at 7.30pm in the Village Hall.**

**Present:**

Mr. Jeremy Clarke (Chairman)	Mr. Brian Apps
Mrs. Bridget Huntington	Mrs. Linda Hainge
Ms. Georgina Chapman	Mrs. Patricia Slatter (in attendance)

1. **APOLOGIES FOR ABSENCE** were received from Mr. Ian McBryde, Mrs. Joan Harwood, District Councillor Ken Harwood and County Councillor Michael Sydney

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

Councillor Linda Hainge declared a Disclosable Pecuniary Interest in Planning Application TA/2016/1005. The nature of the interest is that she is a neighbour of 48 Rowplatt Lane. In accordance with the Council's Code of Conduct she left the meeting while this matter was being discussed and voted upon.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

The Minutes of the Parish Council Meeting held on Thursday 2<sup>nd</sup> June 2016 were approved and signed.

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

- (i) **Damaged Verge/Footpath, Crawley Down Road:** Surrey County Council and Tandridge District Council continue to dispute responsibility for the footpath along Crawley Down Road. Steve Hyder from TDC made a site visit and said that his maintenance team would dig a channel to allow standing water outside no. 34 to drain into the nearby ditch. This work is done on the understanding that TDC still consider the footpath to be the responsibility of SCC. **Action:** Clerk to monitor.

5. **ONGOING ITEMS**

(i) **Community Consultation:**

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

Actions completed:-

- a. **Welcome to Felbridge White Gates:** Jeremy Clarke has produced detailed drawings of gates for Copthorne Road which would not affect sightlines from neighbouring properties. The other two locations at Crawley Down Road and Woodcock Hill had already been agreed. **Action:** Clerk to send drawings to SCC and ask for the project to progress. Michael Sydney has reserved £1.5K from his local fund towards the overall cost. SCC to confirm final costings when available.
- b. **Gullege Bridleway** – The Clerk wrote to East Grinstead Town Council asking them to consider funding for the works needed to clear the Gullege Bridleway to allow better access to the Worth Way. EGTC responded that as they didn't own the land they couldn't do so. Sue Philipson, Access Ranger for WSCC who own the land has written to the Clerk offering her support for the works and offering help and advice. No funds are available from WSCC.

Clerk has now written to MSDC to request that CIL (Community Infrastructure Levy) payments generated from new developments in the Felbridge area are used to pay for these works. The CIL payments for recent developments on the Felbridge border had all been paid to MSDC since the land on which there were built was in Sussex. **Action:** Clerk to monitor and report back.

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

- a. **Fencing between Village Hall Grounds and Copthorne Road**– TDC have provided a quote for planting hawthorn and blackthorn hedging along this stretch of road. **Action:** Clerk to ask for a revised quote to include a chain link fence which would act as a barrier and protect the hedging while it grew to the required height.
- b. **Temporary Toilet Facilities in Village Hall Grounds**: The toilet has proved very popular with people using the Village Hall grounds.

- (iii) **Hub Project**: Following the poor quality of the works undertaken so far in 2016 and issues with late funding from SCC, letters have been sent to all six parish councils asking for comments on the future of the project. **Resolved:** FPC are grateful to the Clerk to Burstow Parish Council for all her hard work on the project so far. Of the options put forward, FPC would prefer to see the project handed back to SCC providing that neither funding nor the level of contracted works is reduced and that SCC use their standard contract which will include penalty clauses for work not carried out to the agreed standard. As an alternative, FPC suggest that TDC might be in a position to take on the project. **Action:** Clerk to respond to Hub Project.

6. **FINANCE**

(i)

**CURRENT ACCOUNT**

DATE	<u>RECEIPTS FROM</u>			TOTAL £
Jun-16				Nil
DATE	<u>PAYMENTS TO</u>			TOTAL £
02.06.16	H M Revenue & Customs	Clerk's tax - June	CHQ. 219	73.66
"	B Wright	Bus Shelter Cleaning - June	220	37.00
"	P Slatter	Clerk's Sal - June	221	294.62
"	P Slatter	Office All'ce & Expenses May	222	78.14
				483.42

**BUSINESS RESERVE ACCOUNT**

DATE	<u>RECEIPTS FROM</u>			TOTAL £
Jun-16	Interest			1.80

**SUMMARY 30.06.16**

Current Account Bank Balance	9064.21
Less outstanding cheques	0.00
Cashbook Balance	9064.21
Business Reserve Account Balance	21235.87
<b>TOTAL BALANCES</b>	30300.08
Less reserves for new Village Gates, A264 fencing, traffic calming & new bus shelter,	-8500.00
<b>AVAILABLE FUNDS</b>	21800.08

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**(ii) Section 137 Payments**

No requests for payments were received for this period.

**(iii) Review of Banking Facilities:** The new bank account paperwork from Lloyds has now been completed. Brian Apps will ensure sufficient funds are left in the NatWest account to cover outstanding payments and will transfer funds to the new account.

**7. COUNCILLORS' FEEDBACK**

- (i) **Ebor Lodge:** Bridget Huntington asked that the residents at Ebor Lodge were made aware of the issues with the Hub Project and reassured that the verge they had reinstated would be cut properly when possible. **Action:** Clerk to write to Ebor Lodge residents.
- (ii) **Limes Pond:** Tandridge District Council have added the works to clear the pond and the surrounding area to their autumn schedule. **Action:** Clerk to monitor.
- (iii) **Overhanging Vegetation on Woodcock Hill:** Bridget Huntington and Ian McBryde conducted a survey of the footpaths along Woodcock Hill on 1<sup>st</sup> July. A number of properties had taken action and cut back vegetation and encroachment on ground level. They ask that the Community Gang attend to the remaining areas, most of which are SCC land. **Action:** Clerk to ask for Community Gang to undertake works.
- (iv) **Post Outside Village Hall:** Two damaged posts have now been repaired but others now need to be replaced. **Action:** Clerk to follow up with Howard Searle.
- (v) **Advertising Board Oakview/The Laurels:** Quantum Homes have failed to respond to emails and a letter from the Clerk, It was proposed by Bridget Huntington and seconded by Jeremy Clarke that a final letter giving Quantum Homes 28 days to remove the sign was sent and that should they fail to act on this letter FPC would hand the matter over to the enforcement team at TDC. **Action:** Clerk to write final letter to agent giving 28 days for the board to be removed before formal action.
- (vi) **Trees:** TDC Tree Officer Steve Hearn had visited the area and confirms that replacement trees will be planted near to Warren Close and on the Village Green to replace the two which have died. A survey will be undertaken on the tree outside the Village Hall. The 'runners' on the Chestnuts will be cut back in the autumn. The branches of the trees overhanging the covered seating the footpath through the Village Hall grounds will also be cut back. **Action:** Clerk to monitor.
- (vii) **Hedge by Toad's Croak House:** Clerk has written to householders to ask that their overgrown hedges are cut back. **Action:** Councillors and Clerk to monitor.

- (viii) **Coffee Shop at Brand Cycles on Crawley Down Road:** Linda Hainge reported that Brand Cycles have started serving coffee and cakes from their shop on the Crawley Down Road facing the Village Hall. FPC support this new business venture and note that the provision of a café in the immediate area was included in the Community Consultation survey. **Action:** Clerk to visit and ask for information to be added to the FPC website.
- (ix) **Footpaths:** Brian Apps raised the ongoing issues with completely overgrown footpaths to either side of the entrance to Furnace Wood which made both impassable. He had been asked by two residents - one a mobility scooter user - who were no longer able to use these footpaths. Both footpaths were reported to Surrey Highways a year ago and SCC had responded that neither were considered a priority. **Action:** Clerk to contact local disability action group to seek their support.
- (x) **Hedgecourt Nature Reserve:** Brian Apps reported that works on the boardwalk construction to which FPC made a donation have now started. The Clerk added that councillors will be invited to inspect the works on completion.

8. **SURREY HIGHWAY REPAIRS:**

- (i) **A264/A22 Junction at Star Inn:** Councillor Sydney reported that works to major junctions such as the A264/A22 Star Junction were managed by a separate Highways team based in Guildford rather than the usual Highways team who managed other roads and footpaths in the area. Meeting between Michael Sydney and Councillor Heidi Brunson from EGTC is still to be arranged. **Action:** Michael Sydney to report back.
- (ii) **Meeting with SCC to look at Felbridge Issues:** Jeremy Clarke said that two representatives from FPC would still like to meet with a representative from Highways to look at ongoing issues. **Action:** Michael Sydney to report back.
- (iii) **Road Sign Cleaning:** Jeremy Clarke asked Michael Sydney when Felbridge residents could expect local road signs to be cleaned. Michael Sydney stated that the Highways Operations Team no longer existed and that due to lack of funding only damaged signs received attention. Michael Sydney acknowledged the statutory requirement to clean signs and will follow up. **Action:** Michael Sydney to report back.
- (iv) **Footpath Between Doves Barn and Furnace Wood:** Following Michael Sydney's intervention confirmation was received on 17<sup>th</sup> December that this work had been allocated to the Community Gang. No date could be provided. Brian Apps asked Michael Sydney to chase. **Action:** Michael Sydney agreed to follow up.
- (v) **A264 Resurfacing:** Jeremy Clarke reported that WSCC had resurfaced an area of SCC land near to the Crawley Down Garage. The finish was poor and uneven. **Action:** Michael Sydney to follow up.

**Outstanding Surrey Highways Repairs** (listed above)

There was a discussion regarding the lack of progress on the above outstanding Surrey Highways issues. Some issues dated back more than a year. Since Councillor Sydney hadn't be able to attend this last meeting before the summer break and the next full Parish Council meeting didn't take place until September, it was proposed by Jeremy Clarke and seconded by Brian Apps that a letter is sent to Councillor Sydney and copied to the Leader of Surrey County Council asking that these issues are addressed as a matter of urgency. **Resolved:** Formal letter to be sent to Councillor Sydney and copied to the Leader of SCC. **Action:** Clerk to write to Councillor Sydney.

(vi) **Funding for Footpath Repairs:**

At the Parish Council meeting on 2<sup>nd</sup> June, Councillor Sydney reported that a budget of £5m over three years had been allocated for footpath repairs in Surrey. Councillors identified four footpaths which have become almost impassable and which require urgent attention: Clerk sent the list to Michael Sydney on 3<sup>rd</sup> June.

- a) Crawley Down Road between Rowplatt Lane and the Village Hall (Playgroup/Playground) and Felbridge Primary School  
This footpath is uneven, floods regularly, retains standing water and in parts is overgrown. It is a main walkway for children using the school, playground, playgroup, and for users of the Village Hall, Tennis Club, Football Club and Village Shop.
  - b) Copthorne Road from Mill Lane to the Star Crossroads  
Sections of this footpath have become overgrown with vegetation and other sections are uneven following previous works. Main walkway to the Village Shop, Primary School, local shops and bus stops.
  - c) Copthorne Road from the County boundary (near Furnace Wood) to Doves Barn. This has been on the Outstanding Highways Reports since August 2015. The footpath has become totally impassable in parts with vegetation covering the footpath. Residents using mobility scooters are using the busy A264 (50mph) since they can't use the footpath.
  - d) Woodcock Hill from the garage to Stones Cottages. Sections of this footpath have been overgrown with vegetation causing a slip or trip hazard. The footpath is already narrow in parts and runs alongside the busy A22. Clerk wrote to Councillor Sydney on 3<sup>rd</sup> June to ask for the above footpaths to be considered for funding at the earliest opportunity.
- (vii) **Damaged Road Sign**: Georgina Chapman reported a damaged road sign near to the entrance to Furnace Wood. Clerk has reported this and added it to the Surrey Highways List.
  - (viii) **Pelican Crossing by Village School**: Clerk has reported to Surrey Highways that there is a considerable delay before the lights change to allow pedestrians to cross. Surrey Highways have responded that an engineer will investigate.

## 9. **PLANNING APPLICATIONS.**

Jeremy Clarke updated councillors on the situation regarding 17 Copthorne Road. Planned temporary traffic lights to allow realignment works to the A264 had not been put in position since the necessary paperwork was not in place. There was an ongoing appeal regarding the development agreed by MSDC on land to the rear of this property and Surrey Highways and TDC were taking legal advice.

Linda Hainge left the meeting.

TA/2016/1005 48 Rowplatt Lane, Felbridge, RH19 2NY. Erection of first floor side extension and front porch.

**Resolved:** No Action

Linda Hainge re-joined the meeting.

TA/2016/889 Yew Tree Farm, Copthorne Road, Felbridge, RH19 2QQ. Demolition of kennels buildings and open runs. Erection of building for land management and domestic use.

**Resolved:** No Action

TA/2016/973 Long Acres Caravan & Camping Park, Newchapel Road, RH7 6LE. Demolition of the existing dwelling. Erection of a dwelling, associated parking and landscaping.

**Resolved:** No Action

TA/2016/1022 Oaklands, Effingham Road, Copthorne, RH10 3HY. Erection of first floor extension to rear elevation.

**Resolved:** No Action

TA/2016/1027 Wychwood, Mill Lane, Felbridge, RH19 2PF. Erection of detached garage.

**Resolved:** No Action

## **CLERK'S REPORT**

- (i) **Transparency Fund for Smaller Councils:** Clerk has applied for this additional funding and a payment in excess of £300 was expected. **Action:** Clerk to monitor and update.
- (ii) **Evelyn Chestnuts:** Peter Wickenden had contacted the Clerk to advise that the 'runners' at the base of the chestnut trees had not been cut back. TDC have confirmed that this work will be done in the autumn.
- (iii) **Quarterly Parish Meeting:** Ian McBryde and the Clerk attended the quarterly parish meeting and were able to share information with other councils who wanted to provide a defibrillator in their parishes.
- (iv) **APH Transport for Felbridge Residents:** Airport Parking and Hotels based to the rear of Crawley Down Garage offer low cost coach transport for residents from their base to Gatwick and return. They would like to promote this service and will update their information and systems and FPC will add full details to the FPC website when available. **Action:** Clerk to liaise with APH.

### 10. **ANY OTHER BUSINESS**

**Country Show:** The Clerk reported that Ken Harwood has collected a range of brochures and leaflets from TDC for distribution at the Show on the FPC stand.

### 11. **DATES OF NEXT PARISH COUNCIL AND PLANNING MEETINGS**

The next Parish Council Meeting will be held on Thursday 1<sup>st</sup> September 2016 at 7.30pm, in the Committee Room. Planning Meetings are scheduled for Thursday 21<sup>st</sup> July, Thursday 4<sup>th</sup> August and Thursday 18<sup>th</sup> August at 7.00pm.

The meeting closed at approximately 10.15pm

Patricia Slatter  
Clerk to Felbridge Parish Council  
3<sup>rd</sup> June 2016

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