

# **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 4<sup>th</sup> April 2019** **at 8.00pm in Felbridge Village Hall**

### Present:

Cllr. Jeremy Clarke (Chairman)

Cllr. Joan Harwood

Cllr. Jo King

Cllr. Ken Harwood (District Councillor) attended part of the meeting

Mrs. Patricia Slatter (in attendance)

Cllr. Georgina Chapman

Cllr. Ian McBryde

Cllr. Bridget Huntingdon

1. **APOLOGIES FOR ABSENCE** were received from County Councillor Lesley Steeds.
2. **DISCLOSURE OF PECUNIARY AND OTHER INTERESTS** Nothing to add to those already declared.
3. **APPROVE MINUTES OF PREVIOUS MEETING**  
The Minutes of the Parish Council Meeting held on Thursday 7<sup>th</sup> March 2019 were approved and signed.
4. **ONGOING ITEMS**  
**Community Consultation:**
  - (i) **Leisure and Health Actions:** Nothing new to report
  - (ii) **Transport and Environment Actions:** Nothing new to report
  - (iii) **Grass Cutting:**
    - a) Clerk has provided documents to a local resident who wishes to make a formal complaint to the Ombudsman regarding the management of the grass cutting contract in Felbridge by Surrey Highways. **Action:** Clerk to monitor.
    - b) An Urban Cut took place on 22<sup>nd</sup> March to an acceptable standard. This was last year's final cut.
    - c) Cllr Steeds has been told that SCC have not yet agreed a contract for grass cutting for the current year.  
**Resolved:** Councillors agreed to put some provisional dates in place with TDC's contractor for grass cutting in Felbridge due to concerns over whether the service due to be delivered by SCC will be acceptable. **Action:** Clerk to progress.
5. **CIL REVENUE:**  
**Revenue:** Tandridge District Council have confirmed that the outstanding CIL payment due on application TA/2015/1927, Pixiewood Farm will be enforced. **Action:** Clerk to monitor.

## 6. FINANCE

### (i) Receipts and Payments for March 2019

Date	To / From	Description	Amount	Current Account	Deposit Account
28-Feb		Brought Forward		£8,568.58	£25,022.12
		<b>Receipts</b>			
11-Mar	Bank	Interest	£0.96		£0.96
15-Mar	Bank	Goodwill Payment	£37.00	£37.00	
26-Mar	HMRC	VAT Reclaim 01-Mar-18 - 28-Feb-19	£1,647.30	£1,647.30	
		Sub-Total	£0.96	£1,684.30	£0.96
		<b>Payments</b>			
07-Mar	Cleaner	Bus Shelter Cleaning	£38.00	-£38.00	
07-Mar	Lunch Club	S137 Donation	£47.00	-£47.00	
07-Mar	SLCC	Membership Renewal	£122.00	-£122.00	
07-Mar	Nick Dance	Works to Bench	£420.00	-£420.00	
21-Mar	Parish Clerk	Payroll / Annual Leave Payment	£1,217.89	-£1,217.89	
21-Mar	HMRC	PAYE	£449.21	-£449.21	
21-Mar	St Catherine's	S137 Donation	£500.00	-£500.00	
21-Mar	Chairman	Chairman's Expenses	£59.74	-£59.74	
21-Mar	RFO	Expenses: Mileage - Sep 2018	£7.20	-£7.20	
21-Mar	RFO	Expenses: Mileage - Oct 2018	£8.10	-£8.10	
21-Mar	RFO	Expenses: Printing 2018-2019	£9.76	-£9.76	
		Sub-Total	£2,878.90	-£2,878.90	£0.00
		<b>Transfers</b>			
		<nil>			
31-Mar		Carried Forward		£7,373.98	£25,023.08
		Unbanked Transactions		£500.00	
		Bank Balances pending unbanked transactions		£7,873.98	£25,023.08
31-Mar	Available Funds (Current Account plus Deposit Account)			£32,397.06	
31-Mar	Allocated Reserves (traffic calming £2k, bus shelter £6k, playground resurfacing £15k, skateboard ramp £2k, grass cutting £1k)			-£26,000.00	
31-Mar	General Reserve (Available Funds minus Allocated Reserves)			£6,397.06	
The Bank Balances shown above were verified against the latest online bank statements. The online bank statements were signed by the Chairman as proof of the check and will be retained in the Accounts.					

(ii) **Section 137 Payments:** A request was made by Felbridge Bowls Club for a donation towards the cost of providing a defibrillator to be located within the clubhouse. **Resolved:** Councillors decided to decline this request for two reasons. Firstly, because there is already a defibrillator in the porch of Felbridge Village Hall nearby which is available 24/7 and secondly because the proposed defibrillator would only be available when the clubhouse was open. **Action:** Clerk to respond.

## 7. COUNCILLORS' FEEDBACK

(i) **Gate by Birch Grove:** Quote for installation of the gate which has already been approved is £550. **Resolved:** Expenditure was approved. **Action:** Clerk to arrange for gate to be ordered and for contractors to install and clear the overgrown vegetations around the area.

- (ii) **Great British Spring Clean:** Cllr. Chapman to lead the litter pick which is scheduled for 10.00am on Friday 5<sup>th</sup> April covering Hedgecourt Lake and Mill Lane.
- (iii) **New General Rubbish Bins:** Cllr. King voiced her concerns about the cost of the new bins which are to be provided to all Tandridge residents in April and pointed out that many residents had already bought their own wheelie bins.
- (iv) **Graveyard:** Cllr Chapman commented that one area in the graveyard looked unkempt. Cllr. Clarke advised that although the responsibility of Tandridge District Council, since that area was closed there would be no ongoing maintenance.
- (v) **Hedges on Copthorne Road:** Cllr. Joan Harwood reported that one area of hedge was overgrown. **Action:** Clerk to investigate.

## 8. **SURREY HIGHWAYS:**

- (i) **Highways Meeting with MP Sam Gymiah:** Jeremy Clarke is still awaiting a date for his requested meeting with MP Sam Gymiah.
- (ii) **Crawley Down Road Resurfacing:** Surrey Highways have postponed their commitment to resurface Crawley Down Road until the financial year 2019/20. **Action:** Clerk to monitor.
- (iii) **Double Yellow Lines on Crawley Down Road:** Surrey Highways new contractor has now repainted the lines. The Clerk queried that they had just painted over the original lines which had been breaking up and was advised that this was considered acceptable.

## 9. **PLANNING**

### (i) **Applications in Felbridge**

Applications Considered at the Planning Meeting on 21<sup>st</sup> March 2019 attended by Jeremy Clarke, Joan Harwood, Alan Woodroffe, Jo King, Bridget Chapman and Ian McBryde.

**TA/2019/149 Snow Hill Plant and Garden Centre, RH10 4EY** Erection of irrigation tank storage and enclosure

**Resolved:** No Objection

Applications considered at the Parish Council meeting:

**TA/2019/449/TPO 1A, The Glebe, Felbridge, RH19 2QT** Sycamore (x4) -Crown reduction due to overhanging

**Resolved:** Felbridge Parish Council are concerned that there is no tree surgeon's report supporting the proposed works or evidence that the work is going to be conducted by a suitably trained person. We would support the tree officer's opinion but would request that he carefully consider if the trees are over-hanging and what is the appropriate level of work required to maintain these trees.

**TA/2017/2575 Carousel, Herons Close, Copthorne, RH10 3HF** Demolition of existing property and garage and erection of 1 x detached two storey house.

**Resolved:** No Objection

**TA/2019/419 Mole End, 4 Wire Mill Lane, Newchapel, RH7 6HJ** Erection of single storey extension to rear of existing outbuilding.

**Resolved:** Felbridge Parish Council are concerned at another structure in the Green Belt and that the site plan and proposed plans do not align making it impossible to see where the long shed is located.

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

None which directly impact Felbridge.

### (iii) **Appeals:**

a) **17 Copthorne Road & 15/39 Crawley Down Road.** There has been no response from Surrey Highways to Felbridge Parish Council's request to view ANPR data for five-minute interval average journey times eastbound on the A264 from Snowhill/Domewood entrance to the Felbridge junction for a 28-day period. FPC would like to include this data as part of their response to the Appeal Hearing on both these potential developments which takes place in mid-May.

b) **Gibbshaven Farm Appeal AP/19/0016:** Developers have appealed against Mid-Sussex's decision to refuse permission for this potential development. **Agreed:** Cllr. Clarke to draft a response on behalf of FPC and circulate to all councillors for their comments. **Action:** Clerk to submit agreed response.

#### 10. **CLERK'S REPORT**

- (i) **Metrobus:** Representative had to postpone his presentation originally scheduled for March and will reschedule. **Action:** Clerk to monitor.
- (ii) **Councillor Training:** Councillors expressed an interest in attending a training course at The Crowne Plaza in Felbridge on 2<sup>nd</sup> July. **Action:** Clerk to confirm booking in May.
- (iii) **Roundabout Sponsorship:** Clerk has submitted the application form to Surrey County Council for Felbridge Parish Council to operate roundabout sponsorship. **Action:** Clerk to monitor
- (iv) **Framed Photograph of Memorial Bench Dedication:** One photograph has been presented to Linda Hainge for the Village Hall and the other will be presented to Felbridge Primary School who played a key part in the dedication service.
- (v) **Flooding on Copthorne Road:** A resident has raised concerns about flooding on the A264 near the junction with Crawley Down Road. The resident has reported his concerns to Surrey Highways and the Clerk has also reported the problem on behalf of FPC.
- (vi) **Damaged Fencing in Playground:** The fencing near to the swing area intended to prevent children walking in front of the swings is damaged. **Action:** Clerk to arrange for repairs.
- (vii) **Climbing Frame Damage:** One element of the climbing frame has broken. **Action:** Clerk to contact the manufacturer to arrange for a repair.
- (viii) **Policing in your Community Meeting** – Takes place on 30<sup>th</sup> April at Oxted School. Cllr. King to attend on behalf of FPC.
- (ix) **Tree at entrance to McIver Close.** A resident reported that a small tree came down some weeks ago. Clerk has emailed TDC to ask for it to be removed. **Action:** Clerk to monitor.
- (x) **Additional Bus Shelter for Crawley Down Road:** A resident has asked that FPC consider providing an additional bus shelter for the stop nearest Felbridge School. **Agreed:** Councillors to raise this with the Metrobus representative at their rescheduled meeting.

District Councillor Ken Harwood joined the meeting.

- 11. **DISTRICT COUNCILLOR UPDATE:** The planning inspector appointed to examine the Tandridge District Council Local Plan:2033, Philip Lewis, has written a letter to confirm the Plan will proceed to public hearings and they will take place at the end of the summer. The dates for the hearings will be made available in due course.
- 12. **VILLAGE MAINTENANCE:** **Agreed:** The following items to be added:
  - (i) Footpaths to be cleared in Spring
  - (ii) Redundant noticeboard at the Haskins roundabout needs to be removed
  - (iii) Copthorne Road bus shelter frame to be cleaned. **Action:** Clerk to progress
- 13. **CONSULTATIONS:** Surrey Fire and Rescue Service's 'Making Surrey Safer' plan for 2020-2023 The proposals are explained in detail in the draft plan and summary document available at [www.surrey-fire.gov.uk](http://www.surrey-fire.gov.uk). Views on the consultation are welcomed via the [online survey](#) which runs until 26 May 2019.
- 14. **BUSINESS FOR NEXT MEETING:** No additional business

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

The Annual Parish Meeting will take place on Thursday 2nd May at 7.30pm in the Club Room. A Planning Meeting is scheduled for Thursday 18<sup>th</sup> April.

The meeting closed at approximately 2140.

Patricia Slatter  
Clerk to Felbridge Parish Council

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