



## **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 1<sup>st</sup> December 2022** **at 7.30 pm in Felbridge Village Hall**

Present:

Cllr. Bridget Huntington (Chairman)  
Cllr. Jeremy Clarke (Planning Chairman)  
Cllr. Lesley Steeds (County Councillor)  
Cllr. Judy Moore (District Councillor)  
Mrs. Patricia Slatter (in attendance)

Cllr. Jo King  
Cllr. Joan Harwood

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. King and Cllr. Chapman

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

None to add to those previously disclosed.

3. **APPROVE MINUTES OF PREVIOUS MEETING**

Minutes of the Parish Council Meeting held on Thursday 3<sup>rd</sup> November were approved and signed.

4. **CHAIRMAN'S REPORT**

**Annual Parish Meeting**

The Felbridge Parish Council Annual Parish Meeting has been scheduled for 6<sup>th</sup> April in the Main Hall. Village groups and organisations will be invited to attend to share information and raise awareness. This will also mark the 70<sup>th</sup> Anniversary of Felbridge Parish Council. **Action:** Clerk to progress.

**Coffee Van Facility**

Tandridge District Council continue to work with the coffee van owner to find an alternative location nearby from which to operate. Dozens of emails have been received from residents who are unhappy that the facility has been paused. Felbridge Parish Council have no objection to the facility and would welcome its return to meet the demand from residents. It was noted that the opposition to the coffee van being able to operate from the Village Hall Car Park for sixteen hours per week was made by the Felbridge Village Hall Committee and not Felbridge Parish Council.

## 5. FINANCE

### (i) Receipts and Payments for November 2022

Date	To / From	Description	Amount	Current Account	Deposit Account
31 Oct		Brought Forward		£16508.22	£25048.38
		<b>Receipts</b>			
4 Nov	TDC	Precept (second payment)	£12000.00	12,000.00	
4 Nov	TDC	CIL Payment	£2558.11	2558.11	
		Sub-Total	£14558.11	14558.11	
		<b>Payments</b>			
3 Nov	Wright	Bus Shelter Cleaning	£45.00	-45.00	
3 Nov	Hire-a-Loo	Temporary Toilet Hire	£128.52	-128.52	
3 Nov	HMRC	Tax & NI	£355.88	-355.88	
3 Nov	Clerk	Payroll	£1072.48	-1072.48	
3 Nov	Clerk	Office Expenses	£99.53	-99.53	
11 Nov	NEST	Pension Contribution	£208.31	-208.31	
		Sub-Total	£1909.72	-£1909.72	
		<b>Transfers</b>	Nil		
		Carried Forward		£29156.61	
		Bank Balances		£29156.61	£25048.38
30 Nov	Available Funds - Current a/c plus Deposit a/c			£54204.99	
30 Nov	Allocated Reserves - traffic calming £2K, bus shelter £6K, playground £15K, skateboard ramp £2k) includes restricted use CIL revenue			-£25000.00	
30 Nov	General Reserve (Available Funds minus Allocated Reserves)			£29204.99	
Current and Deposit Account statements were circulated to councillors on 1 <sup>st</sup> December 2022, along with the above record of receipts and payments, for transparency and confirmation of accuracy					

### (ii) National Salary Review for Clerks

It was noted that the national salary award for Clerks for 2022/23 has been implemented and back paid to April as per the Clerk's contract.

## 6. VILLAGE MAINTENANCE

(i) **Grass Cutting:** The sixth and final cut took place in November.

(iii) **Copthorne Road Bus Shelter:** Replacement acrylic panel has been installed.

## 7. COUNTY COUNCILLOR REPORT

Cllr. Steeds reported that she had attended two meetings in the past weeks regarding the impact of further proposed MSDC development on the Felbridge border on the local roads network. In the first meeting with Surrey Highways, the TDC Chief Planning Officer and Cllr. Clarke, Cllr. Steeds made it clear that the Star Junction could not cope with additional traffic and that she expected Highways to ensure that a workable solution to address over-capacity was implemented before further development could be considered. The second meeting was with Welbeck Homes (Imberhorne Lane SA20 Development) and was attended by Cllr. Clarke and the Clerk. The Welbeck representatives referred to a meeting during the summer with Surrey Highways regarding the Star Junction. Cllr. Steeds to seek clarification from Highways. It was important to push all councils to progress the Atkins 5 traffic report since the current Atkins 2 study was out of date. There was a disappointing level of clarity from Barratt Homes regarding the 71 Crawley Down Road SA19 development proposal. Documents submitted by Barratt Homes contained conflicting information and there was a lack of transparency. Cllr. Steeds would be raising this with both SCC and TDC.

The Chairman thanked Cllr. Steeds for her work and ongoing support for Felbridge residents. Cllr. Steeds left the meeting.

## 8. **DISTRICT COUNCILLOR REPORT**

Cllr. Moore reported that she had attended the Welbeck Presentation at East Court. A Rowplatt Lane resident had emailed TDC councillors regarding their concerns about serious traffic congestion on the road, particularly during roadworks in the surrounding area.

## 9. **COUNCILLORS' REPORTS/UPDATES**

**Glebe Café:** Cllr. Harwood reported that St. John's Church were operating a weekly café in the Glebe Centre to which all were welcome.

**Copthorne Road Overgrown Hedge:** The hedge running from Mill Lane to the post box was overgrown. **Action:** Clerk to report to Surrey Highways.

**Limes Pond:** Cllr. McBryde reported that the pond had been cleared and the debris removed

**MSDC Developments :** Cllr. Clarke provided further detail on the ongoing discussions regarding Highways and infrastructure matters relating to the SA19 and SA20 sites.

**TDC Planning:** Cllr. Clarke reported that the IT Team had been responsive and efficient when responding to queries. He was disappointed by the lack of documents which had been uploaded for the TDC consultation on 71 Crawley Down Road. While there were a high number of documents presented only a few had been uploaded. **Action:** Cllr. Moore to email TDC Planning to ask for all documents to be uploaded.

**Overgrown Hedges:** Cllr. Huntington had reported another three areas on the A22 which were being obstructed by overgrown hedges and encroaching vegetation at ground level. She was also concerned about the pavement on the A264 between the Star and Mill Lane. **Action:** Clerk to ask Highways to visit and ask that residents cut back all overgrown hedges to improve access.

## 10. **SURREY HIGHWAYS/RIGHTS OF WAY/TDC :**

Surrey Highways

**Pothole on A264/Furnace Wood layby:** Deep pothole reported to Highways was patched quickly. TDC

**Limes Pond:** Clearance works completed

**Drainage Ditch,** Crawley Down Road has been cleared of leaves

**Football Goals:** TDC staff to mark up the football area in the King George's Field behind the Village Hall for the new goalposts which are due for delivery in mid-December. TDC to install.

Cllr. Moore left the meeting.

## 11. **PLANNING**

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

Applications considered at the Planning Meeting on 17<sup>th</sup> November attended by Cllr. Huntington, Cllr. Chapman, Cllr. King, Cllr. Horwood and Cllr. Harwood:

#### **2022/972 The Granary, Rowplatt Lane, Felbridge RH19 2PA**

Erection of side and rear extension to dwelling with detached garden shed in back garden.

**Resolved:** Felbridge Parish Council object to this application on the grounds that the original permission granted was on the basis that no further development of the site would be permitted in the interests of avoiding a detrimental impact on the Green Belt. It was noted that the quality of the drawings was poor with annotations removed or unreadable.

#### **2021/1503 Glenmore, West Park Road, Copthorne, RH10 3EX**

Erection of extension to existing roof with two dormer windows to the rear elevation and two rooflights

**Resolved:** Felbridge Parish Council are unable to submit informed comments on this application based on the poor quality of the drawings submitted and the lack of detail provided.

**2022/1186 Muskoka, Mill Lane, Felbridge, RH19 2PE**

Conversion of existing garage and erection of first floor side extension. Erection of two storey front extension. Erection of two storey rear gable extension with internal alterations. Erection of 1.8m brick boundary wall and electric double gates,

**Resolved:** Felbridge Parish Council object to this proposal which is considered to be out of keeping with the street scene and appears to constitute overdevelopment of the plot. The build increase is shown as 38% but it is unclear whether this includes the loss of the garage amenity. We have concerns about a loss of privacy to neighbouring properties, particularly from the first floor balcony. The proposed brick wall and electric gate to the front boundary of the property would be more suited to an urban environment rather than a property which is close to an SSSI.

**2022/1247 The Stone Cottage, London Road, Felbridge RH19 2QZ**

Erection of garden timber pergola with tiled, hipped roof.

**Resolved:** Felbridge Parish Council object to this proposed construction shown as 3.5m high and located against the property boundary. Enclosed on two sides, it would constitute a substantial built form so should not be permitted in its current form. No very special circumstances have been put forward to justify building in the Green Belt. Should TDC be minded to approve this application, it is suggested that the construction should be relocated further within the property boundary.

**DM/22/3214 No. 71 and Land to the South of Crawley Down Road**

**Felbridge Parish Council strongly objects to this application.** Whilst it is accepted that development of this site has been agreed in principle by the adoption of DPD Policy SA19 following the examination in public, Felbridge Parish Council does not believe that the development proposal as submitted meets the criteria necessary for the application to be considered viable. It is unclear why the applicant is looking to bring this allocation forward in two phases. This does nothing to aid integration across the site and creates a greater risk of creating two separate developments. This is likely to have a further detrimental effect on the village and the adjacent neighbours. If the applicant is not minded to make a commitment on the site in one application we suggest that a design code that will apply to the full allocation is included as a condition, or ideally requested from the developer for consideration in advance of this application to secure a consistent approach to design across the site.

**HIGHWAYS AND TRANSPORT**

Felbridge Parish Council does not recognise the modelling of the Star junction presented in that it is more than 3 years old and shows a junction operating within capacity, when more recent studies show that it is exceeding capacity and is declared as a severe junction by Surrey Highways. We believe a current traffic study is necessary to support this site and the future site to the west cited in the application. The Tandridge traffic study, used as the basis for their emerging District Plan, which showed this junction already operating at 106% in 2018 with a MMQ (mean max queue length) of 48 cars, draws a very different conclusion. The junction severity was also evidenced by the Inspector for APP/M3645/W/18/3198090 who included in his decision (Para 34) data that demonstrates that the queue length of eastbound traffic on the A264 increases by 168 vehicles in the 2 hour period 4:15pm to 6:15pm. The throughput of the junction in the PM peak averages 719 vehicles per hour, thus the inspector is recording that the junction was already operating at 112% of its capacity based upon 2018 traffic data. Since then 120 additional dwellings have been approved within 500m of this junction.

Felbridge Parish Council fully supports the East Grinstead Town Council amendment to the East Grinstead Neighbourhood plan that requires Mid Sussex District Council to issue a Grampian precedent condition for SA19 & 20. Should any future planning consent be granted for either or both of these allocated sites, then Mid Sussex District Council guarantee that Section 106/278 legal agreements will be executed prior to consent. This includes an upgrading the A22/A264 'Star' road junction to provide full mitigation for the existing over capacity of this junction; mitigation to negate the increased capacity caused by the proposed extra 775 dwellings; plus the additional accommodation for 120+ residents of the Retirement Community on the SA20 site. The relocation of Imberhorne Lower School from Windmill Lane in East Grinstead to the site, along with the addition of a two form entry primary school will also increase vehicle movements for the site. This work is to be completed prior to the first housing occupations of either site mentioned above.

The Transport Assessment for this proposal has incorporated the Atkins proposal of 2-lanes turning south at the Felbridge junction within their baseline model 'as this is a committed improvement project'. This future improvement scheme has now been cited as the mitigation for the Hill Place Farm (200 units), 17 Copthorne Rd (26 units), 11a Crawley Down Rd (32 units), 15-39 Crawley Down Rd (63 units), 61 Crawley Down Rd (20 units) as well as SA19 (200 units) - a total of 539 units. All of these schemes have quantified the additional impact they will have individually upon the junction. The 2-lanes turning south was previously implemented and withdrawn when it had a significant detrimental impact upon junction performance and we believe there are significant doubts as to whether this proposal would actually deliver any junction capacity. There is also the Surrey County Council agreed need to improve pedestrian crossing facilities at this junction. In the light of all of this, we ask that if Surrey Highways believe **either** a) That it is unlikely that the improvement scheme as shown in Appendix H of the SA19 Transport Assessment A will be implemented by 2026 **or**; b) That it is unlikely that the 2-lanes turning south, in conjunction with improved pedestrian crossing facilities, will actually deliver a junction capacity increase sufficient to meet the already quantified impact of the 539 units listed above, **then** the current Transport Assessment supporting the SA19 proposal is fundamentally flawed as it is solely based upon that scheme being in place and delivering a quantified benefit by 2026. The baseline used for the transport assessment is not using the same approach that SCC required for the initial 63 unit scheme at 15 Crawley Down Road (TA/2017/1290). For the previous scheme, the approach was that if the Transport Assessment is based upon a June 2019 traffic survey for the baseline. To this measured traffic level it is necessary to add all the local completions, as well as all the approvals not yet completed, as this is all traffic that is guaranteed to exist before this development is completed. Then, use TEMPRO to uplift the combined 'baseline' traffic to the proposed completion date and add the development traffic to get the cumulative impact of development including this proposal, then model for the +10 year scenarios with and without development. If Surrey County Council insisted that the Transport Assessment was revised like that for 63 units why would they not want the same basis for a 200 unit proposal? The severity of the Star junction will be challenged by the Examination Inspector for the Tandridge District Plan as the junction is impacted by the proposed South Godstone Garden Community of 4,000 dwellings. The emerging Tandridge District Plan included mitigation of the impact by the proposal to create two lanes turning south from the A264 into the A22. This proposal has already been identified for implementation as mitigation for the 200 houses approved at Hill Place Farm [APP/D3830/W/16/3142487] and the 121 dwellings approved along Crawley Down Road and Copthorne Road [APP/M3645/W/18/3205537, APP/M3645/W/18/3198090 & TA2019/1453]. Thus the proposed mitigation approach has already been put forward as the mitigation for numerous other sites that have been approved, and in some cases completed, despite the agreed mitigation not being implemented.

**Inspector's Minor Amendment to SA19 & SA20** Felbridge Parish Council draws attention to Surrey County Council's agreement to undertake a study with West Sussex County Council to determine what junction mitigation can be implemented to alleviate the A22/A264 corridor issues both now (in light of cumulative development locally), and in the future state with the additional DPD sites and normal traffic growth. The agreement quotes "Working collaboratively with and to the satisfaction of both Surrey and West Sussex County Council Highway Authorities, mitigate development impacts by maximising sustainable transport enhancements; where additional impacts remain, highway mitigation measures will be considered". We do not believe that the Atkins study (which SCC and WSCC commissioned) has been concluded and as such SCC will not be able to say whether (or how) the Star junction could be mitigated to below its current 'severe' state. Felbridge Parish Council contends that until the joint WSCC and SCC transport study has been concluded and suitable and deliverable mitigation of the current severe junctions has been agreed, it is inappropriate to approve this application as the Highways elements of the adopted DPD policy SA19 cannot be delivered.

## **DESIGN**

We find a number of failings in relation to compliance with the MSDC Design Guide regarding the following principles.

**Principle DG9 (Page 51): Reduce Reliance on the Private Car:** There is an inadequate bus service in Felbridge with few services at evenings and weekends. There is a lack of local facilities, for example no doctor or dentist; supermarket; leisure centre; restaurants; rail service or safe footpath option. The village is served by one single intake primary school that is already oversubscribed before all the 121 dwellings already approved on MSDC land off or near Crawley Down Road have been constructed or occupied. There is reference in the application to a safe cycle route using the Gullege Bridleway and Worth Way to reach East Grinstead. However, the bridleway surface is unsuitable for cycles (or wheelchairs/pushchairs), it regularly floods and the Worth Way has no lighting.

**Principle DG11 (Page 52): Respond to the Existing Townscape.** “New development should generally reflect the scale of adjacent areas and the settlement context within which it is located to deliver a coherent and consistent urban fabric”. This principle requires this site to have a comparable density and style of housing to the neighbouring areas whereas the application is for a considerably higher density with properties that are totally different in scale or design.

**Principle DG16 (Page 63): Create a Positive Development Edge.** “Development should nevertheless be sensitively designed so that it avoids imposing upon the rural edge and existing roads that are characterised by their hedgerows and tree belt. This may require additional boundary planting. At the rural edge lower density development will also normally be necessary. This requirement has not been met in the site plan as presented.

**Principle DG34 (Page 87): Managing Increased Density in Urban Extensions.** “A range of densities, building types and forms will normally be required with higher density development in the more accessible locations and lower density development in the peripheral areas.” It is noted that this application is referred to as Phase 1 therefore, it is expected that to meet this principle, the density of any further applications for the remaining site would be lower in density than those nearest the access road.

#### **BIODIVERSITY/SUSTAINABILITY**

The developer has failed to address biodiversity net gain and to effectively plan for the future. The Sustainability statement gives little comfort or commitment on any methods that will be included onsite. Given the phasing out of gas boilers in new homes from 2025, , the proposed installation of gas boilers and appliances will place an immediate burden on new residents. An air source heat pump solution (or other sustainable energy solution) for all properties would be preferable and is becoming common on other housing schemes of a similar size. There is no mention of commitment to photo-voltaic or solar hot water and this should be clarified. Equally there is no confirmation of the scale of electric vehicle charging to be provided. There is no commitment in terms of a payment or length of the Biodiversity Action Plan and we would ask for a period of a minimum of 10 years to be added as a condition should the Council be minded to approve the application. Given the rural nature of the site, consideration should be given to sustainable green features including green screens and rainwater gardens.

**Play Area** Felbridge Parish Council suggests a different consideration for teenagers and urges the developer and the Council to look at initiatives such as Make Space for Girls especially given the proximity to Imberhorne school.

**Affordable Homes:** It is noted that the application shows 30% of dwellings would be affordable homes. However, in the consultation feedback for the pre-application, East Grinstead Town Council suggested that the percentage of affordable homes delivered on greenfield sites in Mid Sussex should be 40%.

#### **Flood Risk Assessment (P8):**

The EA flood map shows Zone 2 extending into the site and the RPS model shows virtually no flood risk zone within the site. If the RPS flood model is shown to be overly optimistic this creates a concern relating to the SUDS infiltration basin. This is proposed within the EA Flood Zone 2 area of the site, thus when there is heavy rainfall the SUDS basin [which is intended to retain surface water from the site and release it slowly to reduce the risk of flooding] will already be inundated with Felbridge Water and thus serve no practical purpose.

Felbridge Parish Council challenges the suggestion that there is virtually no flood risk zone within the site. Residents who walk these fields, and the adjoining bridleway, know there is regular flooding in this area extending to both sides of the Gullege Bridleway.

Applications considered at the Parish Council Meeting:

**2022/1182 Deerpark, London Road, Felbridge, RH19 2RA**

Erection of a wooden garden potting shed

**Resolved:** No Action

**2022/1151 Southern Water Compound, Copthorne Road, Felbridge RH19 2QG**

Resurfacing and other minor works to access road (retrospective application)

**Resolved:** No Action

**2022/877 23 Copthorne Road, Felbridge, RH19 2NR**

Formation of vehicle cross-over with associated driveway

**Resolved:** No Action

**2022/1510/TPO Tytherley, Snow Hill, RH10 3EY**

1/1992/TAN, T1 Oak Tree – reduce by 30%, T2 Oak Tree – fell to ground level

**Resolved:** Felbridge Parish Council would prefer to see a crown reduction for a tree with a Tree Protection Order. The classification for this tree is identical to the other one for which a crown reduction is proposed.

**2022/1500 and 2022/1407 No. 71 and Land to the South of Crawley Down Road**

**Resolved:** The consultation comments already submitted under MSDC reference DM/22/3214 (above) to be submitted against these two TDC reference numbers along with a request that TDC pass on any comments which reference roads or traffic to Surrey Highways for their consideration when determining their response.

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

EG Town Council – 71 Crawley Down Road application to be considered at upcoming meeting

Worth Parish Council – 71 Crawley Down Road application. Worth Parish Council supported Felbridge Parish Council's comments and added further concerns about the impact on Crawley Down roads.

(iii) **MSDC Development on Felbridge Border - Land west of Imberhorne Lane:**

Councillors and the Clerk attended the Welbeck exhibition of the proposals at East Court.

**12. CLERK'S REPORT**

**Correspondence:** Issues covered include development, roadworks, traffic and speeding.

**Metrobus:** Double decker buses using Rowplatt Lane during the roadworks on Crawley Down Road were reported to Metrobus.

**Estate Agent Board:** Placed on Crawley Down Road was removed on request.

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

The next full Parish Council meeting will take place on Thursday 2<sup>nd</sup> February. Planning Meetings are scheduled for 16<sup>th</sup> December, 5<sup>th</sup> January and 19<sup>th</sup> January.

The meeting closed at approximately 2030.

Patricia Slatter

Clerk to Felbridge Parish Council

