



Draft Minutes of a Meeting of Bramley Parish Council
Held in Bramley Village Hall on 20th December 2016, starting at 7:30pm

PRESENT

Messrs R Seaborne, P Molineux, M Foley, T Coleman, R Jameson, M Byham and Mrs O'Connell. Mrs Victor, the Clerk was also present. 0 members of the public attended the meeting. County Councillor Victoria Young and PCSO Snow were unable to attend.

138/16 To receive apologies for absence

- a. Apologies for absence were received from Mrs F Stern and Mr P Leung.

139/16 Declarations of interest in agenda items

None.

140/16 Minutes of the meeting 17th November 2016

- a. Minutes of the meeting 17th November 2016 were agreed by the meeting as a true record and signed by Mr Seaborne.

141/16 Matters arising from minutes 17th November 2016

- a. None

142/16 Bramley Neighbourhood Police update

- a. No report was received from PCSO Snow. The Clerk was asked to request regular updates from PCSO Snow.
- b. Mr Seaborne reported that at a recent Local Committee meeting, an index showing levels of deprivation in the borough was displayed. Bramley seemed to have moved from around 33 on the crime part of the list to 3rd or 4th. Mr Seaborne will follow up on this for further information.

143/16 Correspondence

- a. Members reviewed the Correspondence received as detailed in the Correspondence report.
- b. BVS Village Diary
The Clerk reported that she has received an email from Bramley Village Society who would like to set up an online events calendar for Bramley. The Clerk recommended that Parish Council events should be included in this calendar and will liaise with BVS accordingly. Members agreed that this was a good idea.
- c. Interim stroke care provision at Royal Surrey County Hospital (RSCH).
According to a recent press release, the arrangements for the provision of interim stroke care at RSCH are changing and it looks likely that stroke care will be completely lost from the hospital. Patients will instead be taken to Frimley Park or St Peter's hospital, both of which are much further away from Bramley. Firmer proposals will be released in due course which will be available for public consultation.
Mr Foley suggested that when the time is right, the Parish Council could initiate an awareness campaign informing people about what to do in the event of a suspected stroke (F.A.S.T.).
- d. Post Office services
The Clerk received an email from a local resident complaining that Nisa are still not providing Post Office services which correspond to those advertised on the Post Office website. She visited the Post Office at 3pm on a Saturday afternoon, to be told that the Post Office had just closed. According to the Post Office website, the counter should be open between 7:00am and 9:00pm, Monday to Sunday.

ACTION

Clerk

Mr
Seaborne

Clerk



<p>Members asked the Clerk to write to the Manager at Nisa asking him to clearly publicise the opening hours for the Post Office and to ensure that the Post Office organisation are aware of the hours so they can publish the correct times on their website.</p>	Clerk
<p>e. Prospective Councillors event The Clerk forwarded an email to Members with information about a Prospective Councillors event organised by Surrey County Council on 20th February for anyone considering standing for election to the Council in May 2017. The Clerk asked if the event should be advertised in Bramley Update. Members agreed that this would be appropriate. Clerk to action.</p>	Clerk
<p>f. Mrs O'Connell referenced the notification about the roadworks at Rushett Common starting in early January and running for 6 weeks. Temporary traffic lights will be in operation for the duration of the works. A temporary road sign has been displayed near the roundabout in Shalford stating that temporary traffic lights will be in operation in that location for the same period of time. Having both sets of lights at the same time will make congestion worse than usual. The Clerk will enquire with Surrey Highways as to whether the works will actually be taking place simultaneously.</p>	Clerk
<p>144/16 Waverley and Surrey County Councillors update</p>	
<p>a. Mr Byham reported that the decision was taken by Waverley Borough Council to grant the planning application for the new development at Dunsfold Park. It was a close vote, with 10 votes for the development and 8 votes against. There are a number of conditions attached to the permission, some of which relate to highways matters. Surrey Highways has negotiated with Dunsfold Park on the requirements for highways. They objected to the development on the ground of its location and the fact that residents will have to rely on using their cars, meaning more congestion on the highways. But, based on the modelling studies they have carried out, they believe that with the mitigation measures proposed, congestion will be no worse than it is at present. One of these mitigation measures is the installation of traffic lights to replace the mini-roundabout in the centre of Bramley by the time 500 homes at the development are occupied. Guildford's MP, Anne Milton, is trying to get the application called in for review by the Secretary of State.</p> <p>b. Mr Byham reported that the Local Plan will be submitted to the Secretary of State for Communities and Local Government for independent examination.</p>	
<p>145/16 Report from Planning Review committee</p>	
<p>a. The Planning Review committee had met to consider applications received since the last meeting. Their decisions were noted as per Appendix A.</p>	
<p>146/16 Report from Highways & Rights of Way committee</p>	
<p>a. Mr Seaborne reported that in January the road resurfacing work will be carried out at the junction of Station Road with Eastwood and Barton Roads. Access will be available for residents and emergency vehicles at all times.</p> <p>b. The Clerk forwarded a list of suggested works to be included in the bid for the 2017/18 Highways Localism Scheme. Members agreed that they were happy for the bid to be submitted per this list. The Clerk will draft the bid document for submission in January.</p> <p>c. Mr Foley reported that he has undertaken a walk-through in Shalford to try to identify a suitable route for a cycle path running from Bramley to Guildford. As a first step, Shalford Parish Council will be researching funding opportunities to lay hard surfacing similar to that on the Downslink on the stretch of path from the railway bridge behind Shalford Church to the water treatment works. Following</p>	



this, a route will try to be identified from the end of the Downslink on the A281 up to the railway bridge in Shalford, although this is expected to be more challenging.

147/16 **Report from Library committee**

- a. Charlotte and Steve Kiley of Renaissance Plants donated a live Christmas tree to the library, which has been decorated with hand-crafted decorations made by the Bramley Knitwits. There have been many favourable comments about the tree and decorations.
- b. The new library self-service kiosk went into operation as scheduled on 24th November. The new kiosk does provide the advertised service improvements: accepting notes and giving change. It also means that users with older library cards must change to the newer style.
- c. On 4th December the social event for library volunteers was well attended and the quiz was educational!
- d. Two Christmas-themed children's activities targeted at different age groups were arranged for the holiday season: one involving stories and craft activities on 10th December and one involving singing and playing instruments on 23rd December.
- e. The library will be open as usual over most of the holiday period with the following exceptions: closed on 27th December (the Boxing Day public holiday), and early closing (1:00pm) on Christmas Eve and New Year's Eve.
- f. The Clerk reported that she has contacted Surrey Libraries to discuss new signage for the library.
- g. Mr Jameson reported that £500 has been made available from Surrey Libraries for new books in Bramley Library.

148/16 **Parish updates and actions**

- a. Pavilion and environs (including Gosden Common, Links Road)
 - i. The Clerk reported that the Sports Pavilion Trust AGM took place on Thursday 8th December. The Clerk will circulate the minutes from the meeting to Members, but some small items of work are required:
 - Replacement of the water taps for the outside pitch. This will be funded by the Cricket Club.
 - Replacement of shower heads in the gents toilet. The Clerk agreed to action this.
 - Filling of pot holes on driveway. The Cricket Club will arrange for a working party to do this, and are happy to contribute to the cost of materials. It was suggested at the meeting that the materials can be funded equally by the Cricket Club, the Pavilion Trust and the Parish Council.
We are awaiting the quote from Surrey Highways to improve drainage at the bottom of the track.
 - The Clerk will review the condition of the roof of the Pavilion as some of the tiles may need to be replaced.
- b. Station and environs (including Eastwood Road and Barton Road, Linersh Wood)
 - i. The Clerk reported she will be delivering the letters this week to Fisher Rowe Close residents about parking on the close.
 - ii. **Streetlighting**
The Clerk reported that she has received a quote of £306 to relocate one of the streetlights on Station Road to the end of Edencroft. There are 4 lights on Station Road between Eastwood Road and the mini roundabout – at the bus stop, on the corner of Hall Road, at the junction with the Downslink and at the junction with Barton Road. In addition, the pedestrian crossing has 4 lights around it. The Clerk is not sure that any of the BPC owned lights can be moved – they are in locations

Clerk



that still need to be lit. Members discussed the possibility of installing a new light at the end of Edencroft, rather than moving one that is already in place. It costs in the region of £550 to purchase and install a new light. There will be an additional cost for the light to be connected to the power supply. The Clerk is awaiting an estimate for this. Once this has been received, and depending on the total cost, residents at the end of Edencroft and across the road will be asked if they have any objection to a new light being installed in this location.

Clerk

The bollards on the A281 north of the village have not been lit for some time. Mr Seaborne reported that they have just been replaced with reflective bollards that do not need to be lit. It is hoped that these will be just as effective as lit bollards.

The Clerk reported that she has been trying for some time to get a quotation from UK Power Networks to connect the lights on Horsham Road near to the end of Links Road to the power network. A site survey has now taken place and she is chasing the quote on a weekly basis. Members asked the Clerk to keep trying to get this cost so that the lights can finally be made operational.

Clerk

c. Village Hall and environs (including Station and Hall Road, Windrush Close)

- i. The Clerk reported that she had received information back from a solicitor regarding the sale of the Stone Barn in the absence of the Deeds. The Land Registry documents state that should any part of the Hall and outbuildings be sold, permission needs to be sought from the Charity Commissioner and attention needs to be paid to the rights of way that exist at the side and back of the barn. Mr Byham reported that he has spoken to the Planning authority who has confirmed that the barn would be suitable for conversion into 2 small dwellings. Members discussed the possible options:
- Do nothing
 - Sell the barn in its current condition
 - Retain ownership of the barn and develop it into 2 small dwellings. These could then be rented out in association with a housing association. This could bring additional funds to the Parish Council which could prove valuable in these times of austerity.

Members unanimously agreed that the Clerk should contact the Charity Commissioner to ask for permission to sell the barn. She should also investigate the possibility of co-developing the barn. She will ask fellow town/parish council clerks if they have experienced a similar situation.

Clerk

Should the barn be developed, another location will need to be found to store the Parish Council grounds equipment. The Clerk to investigate other possible locations.

Clerk

Clerk

- ii. The Clerk reported that the new dishwasher has been delivered and an installation date is awaited from a local contractor. It is hoped it will be installed prior to the end of the Christmas holidays, in time for the concert on 22nd January.
- iii. The Clerk reported that the baby grand piano has been installed in the Village Hall and works to service the instrument are being carried out. The concert to raise funds for this work has been arranged for Sunday 22nd January. The Clerk is co-ordinating arrangements with Stuart White, who has started to advertise the event. Tickets can be purchased through Stuart or at Robertson's on the High Street.

Clerk

The Clerk forwarded a draft letter of thanks to Mrs Webb for her kind donation of the piano. Members approved the letter and Mr Seaborne signed it on Mrs Stern's



	behalf. The Clerk to deliver it.	Clerk
iv.	Mrs O'Connell reported that it is dangerously dark on the pathway between Hall Road and Windrush Close. The Clerk will investigate and try to get a brighter light installed in the floodlight that shines down the path or investigate the possibility of installing lights inset into the path surface. As this is a Surrey County Council owned path, it is unlikely that funds will be made available for this.	Clerk
d.	<u>High Street and environs (including Snowdenham Links Road and Lane)</u>	
i.	The Clerk reported that she has received confirmation from BT that the phone box would be available for adoption but they would need to carry out a full consultation with Waverley Borough Council. 74 calls were made from this public telephone over the last 12 months. It should be noted that the telephone box is listed. Members agreed that, bearing in mind the number of calls that were made from the telephone, the Parish Council should not go ahead and adopt this phonebox. The Clerk was asked to contact BT to ask them to maintain it appropriately as it is listed and in a Conservation Area. The Clerk should also investigate if it is possible to install a public defibrillator into a telephone box that still includes a telephone. With regard to the 2 other telephone boxes in Bramley in Thorncombe Street and at the end of Chestnut Way, neither of which have been used by members of the public over the last 12 months, Members agreed that Mr Seaborne could contact BT to report that there is no local objection to these phone boxes being removed. This proposal was advertised in Bramley Update and the Clerk received no objections from members of the public. Signs reporting the possible removal have also been displayed in both phone boxes for some time.	
ii.	The Clerk reported that the bench at the Coronation Oak was repaired during November. The new noticeboard at the end of Birtley Rise will be installed early in January.	Clerk
iii.	It was reported that the staff at St Thomas More church in the High Street need to clear their grounds of rubbish on a regular basis. This is thought to be caused by foxes pulling rubbish from the nearby rubbish bin. The Clerk will chase up the removal of this bin and replacement of other open bins with closed ones with Waverley Borough Council.	Clerk
e.	<u>Grounds and Downslink</u>	
i.	None.	
f.	<u>Rural Parish (including Birtley Green, Grafham and south)</u>	
i.	None.	
149/16	Finance	
a.	Members approved the payments listed at Appendix B.	
b.	2017/18 budget and Precept request. Further to a range of options for the 2017/18 Precept sent to Members by the Clerk, Members unanimously agreed to a 0% increase to Council Tax for Bramley residents, meaning that the Precept request will be £38,891. With changes in the taxbase, this equates to a 1.3% increase on the overall Precept, although there will be no change to Council Tax for residents. The Clerk will forward the relevant paperwork to Waverley Borough Council in time for the January deadline. The Clerk was also asked to report this in the next issue of Bramley Update and include information on what the Parish Council are budgeting for in 2017/18.	Clerk Clerk



150/16 **Points of information**

- a. Mr Coleman reported that at the recent Resilience group meeting, the two sub-groups reported progress on their projects. The Hascombe Stream group are looking at the capacity of Eastwater Lake with the Environment Agency. The Fisher Rowe Close group have met with Jeremy Hunt and are in the process of drafting a grant application for safety clothing and other equipment.
The Environment Agency has reported that it would be technically viable to install a new culvert under the Station Road bridge, which would help with the flooding of Fisher Rowe Close. This option is not, however, financially viable. The costs are currently in review.
Thames Water are investigating a range of problems on Fisher Rowe Close. The Wey and Arun Canal Trust presented their modelling work and reported on their future plans.
The Clerk will forward the minutes to Members when available.

Clerk

151/16 **Matters for future discussion**

- a. Stone Barn
- b. Pavement lights on Horsham Road.

The meeting closed at 9:20pm

Agreed and signed Chairman, 19th January 2017