



Draft Minutes of a Meeting of Bramley Parish Council
Held in Bramley Village Hall on 16th February 2017, starting at 7:30pm

PRESENT

Mrs F Stern, Messrs P Molineux, M Foley, T Coleman, M Byham, P Leung, R Jameson and Mrs O'Connell. Mrs Victor, the Clerk was also present. 1 member of the public attended the meeting. County Councillor Victoria Young and PCSO Snow were unable to attend.

16/17 To receive apologies for absence

- a. Apologies for absence were received from Mr R Seaborne.

17/17 Declarations of interest in agenda items

None.

18/17 Minutes of the meeting 19th January 2017

- a. Minutes of the meeting 19th January 2017 were agreed by the meeting as a true record and signed by Mrs Stern.

19/17 Matters arising from minutes 19th January 2017

- a. None

20/17 Bramley Neighbourhood Police update

- a. The Clerk received a report on public interest crimes in the last month from PCSO Snow, as follows:
- On 28th January suspicious activity was reported around plant machinery at Rooks Hill in Bramley.
 - On 31st January an alloy wheel was stolen from Horsham Road.
 - On 1st February the Police carried out vehicle stop checks on Horsham Road in Bramley. One driver that was stopped had no insurance.
- b. The Clerk contacted PCSO Snow regarding the Waverley Borough Council report on Bramley's position within the crime rankings for the borough. He is unaware of where this data was pulled from. He advised that crime statistics can be viewed by the public by going onto the Surrey Police web site (<https://www.police.uk/>). This data is provided by the Home Office (OGL).

21/17 Correspondence

- a. Members reviewed the Correspondence received as detailed in the Correspondence report.
- b. Bench on Gosden Common. Members agreed that the Clerk should contact Mr Burstow of Strutt & Parker to agree a location for a commemorative bench to be placed on Gosden Common. This new bench could replace one of the benches that is in need of repair.
- c. Dogs in playgrounds in Bramley. The Clerk was asked to remind residents through Bramley Update that dogs are not allowed in the Eastwood Road play area.
- d. Condition of gardens at houses on Station Road belonging to St Catherine's School. Two Members had been to have a look at the condition of the gardens and could see no problem with them. It was noted that substantial works to some of the houses had recently been carried out, so the gardens were in a less than desirable condition. However the works have now been completed and the gardens have been tidied up.
- e. Bramley Showcase. Members confirmed that the Parish Council should have a display at this event on 6th March. The Clerk will confirm this with Bramley Village Society. Members will endeavour to attend, if available.

ACTION

Clerk

Clerk

Clerk



- f. Superannuation changes. Members noted the changes in Superannuation rate from April 2017.
- g. Kent Surrey Sussex Air Ambulance request for grant of £250. Although the valuable service of this organisation was noted, Members were not inclined to make a donation as it is difficult to ascertain what service they have provided for the residents of Bramley. Members suggested they should approach the Bramley Fete committee for a grant. The Clerk to respond accordingly.
- h. The Clerk also received an email from a local resident asking if the Parish Council would be willing to ask the owner of the new Barber Shop on the High Street to remove his advertising board. She pointed out that this is a very narrow part of the pavement and the board is difficult to pass, especially when large lorries are driving past. Mr Leung agreed to speak with the owner of the Barber Shop to see if he will move the advertising board to a position on a wider part of the pavement.

Clerk

Mr Leung

22/17 Waverley and Surrey County Councillors update

- a. Mr Byham reported that it is likely that there will be an increase of £5 in Council Tax on a Band D property from April 2017. This will be agreed at the next full Waverley Council meeting. The Council's budget is challenging due to a number of central Government cuts.

23/17 Report from Planning Review committee

- a. The Planning Review committee had met to consider applications received since the last meeting. Their decisions were noted as per Appendix A.
- b. Mr Coleman reported that further to the recent meeting with Martin Grant Homes, a planning application for the new houses at Ricardo Court is expected.
- c. Neighbourhood Plan

The Clerk reported that she has received an email from the Waverley BC Planning Policy team who have confirmed that the Parish Council needs to submit a number of documents to them in order to start the process of producing a Neighbourhood Plan. The Clerk will action this, but asked Members to confirm that it should be the whole Parish of Bramley that should be covered by the Neighbourhood Plan. Members confirmed that this is the case.

Bob Stern has been elected Chairman of the Neighbourhood Plan Committee. It is expected that there will be representatives from the Bramley Village Society and History Society on the committee. Mr Molineux confirmed that he would also like to sit on this committee. Other volunteers received from the Bramley Update request will be considered and an initial meeting will be arranged in due course. Representatives of the Waverley Planning Policy team would like to arrange a meeting with members of the Parish Council to discuss how the Local Plan Part 2 will relate to the Neighbourhood Plan. They say that one of the key issues, for example, is whether non-strategic housing sites would be allocated through the Neighbourhood Plan or through the Local Plan Part 2. Although it is still early days with regard to our Plan, they would like to meet as soon as possible. It was agreed that Mr Coleman, Mr Byham, Mr Stern and the Clerk should attend this meeting. The Clerk to agree a date with Waverley.

Clerk

Clerk

24/17 Report from Highways & Rights of Way committee

- a. Nothing to report.



25/17 Report from Library committee

- a. The library hosted a half-term story time activity session on 16th February, and Easter activities are being planned.
- b. The 'online reference shelf', which offers members of Surrey Libraries access to a wide range of online reference materials and magazine subscriptions, was advertised in Bramley Update and with a display in the library. SCC gave specific training given to library staff and volunteers recently, to increase usage of this resource. It really is an excellent resource, once you get the hang of it, giving access to lots of expensive subscription-only material.
- c. SCC is planning training in March to support volunteers with effective library displays and promotions, as well as general refresher training for dealing with common queries.
- d. There is now a new notice board installed above library kiosk, looking much tidier than various sheets of paper fixed to the wall with bluetack.
- e. A Library Management meeting is taking place on 21st February.

26/17 Report from Resilience Group

- a. Dates for Resilience Group meetings have been agreed. The Clerk will circulate the details.
- b. Mr Coleman reported that the Fisher Rowe Close sub group should have submitted their grant application for equipment to Community Foundation for Surrey. In addition, funding has been requested from Waverley Borough Council for a shed to store equipment in at Fisher Rowe Close. Mr Byham is dealing with this request.
- c. The Hascombe Stream sub group has recently met and are planning to speak with the National Trust at Winkworth Arboretum.

Clerk

Mr Byham

27/17 Parish updates and actions

- a. Pavilion and environs (including Gosden Common, Links Road)
 - i. The Clerk reported she has been approached by the Wonersh U3A Table Tennis club, who currently meet twice a month in Blackheath Village Hall. Due to changes at Blackheath, the club will be looking for a new venue from September 2017. They have viewed the Pavilion and they may wish to use it as their base. The Clerk is working with Jerome Hagen to try to secure this business.
 - ii. The Clerk has requested quotes to replace the 14 broken posts alongside Gosden Common and to clear the scrub on the western side of the A281 at the common.
- b. Station and environs (including Eastwood Road and Barton Road, Linersh Wood)
 - i. Streetlighting
Mr Foley has visited residents local to the end of Edencroft to ask their views on installing a new streetlight in this area. A majority of those visited would be in favour of a new street light (at a cost of up to £2,000). The Clerk was asked to write in the next issue of Bramley Update that the Parish Council are minded to install a new light in this location and ask for views from residents by the end of March. Any serious objections will then be considered by Members. The Clerk will obtain firm quotations for the works.
 - ii. It was noted by a resident that the area of ground by the section of removed fencing at the Station Road gates on the Downslink is very muddy due to use by horses and cyclists. The Clerk was asked to lay some gravel in the area. The Clerk will also consider signage to denote that this route should only be used by horseriders. Cyclists should use the pedestrian gate.
 - iii. The pavement on Station Road close to the mini roundabout is slippery and dangerous due to wet leaves. Street cleaners have been unable to clear the area due to parked cars. The Clerk is aware that Mr Seaborne has recently looked into

Clerk

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- street cleaning so she will speak with him to find out if there are plans to clean this area.
- iv. Mr Foley noted that food waste collected from Eastwood Road is being mixed with general waste by the refuse collectors. Mr Foley has telephoned Waverley Borough Council to report this, but has received no response. Mr Byham will investigate this. Mr Byham
- c. Village Hall and environs (including Station and Hall Road, Windrush Close)
- i. Stone Barn
The Clerk circulated a report to Members with options for consideration for the Stone Barn.
Members voted on whether the barn should be sold or not. 2 were in favour, 6 against.
The Clerk was asked to approach St Catherine's School to ask if they would be willing to take a long lease (approximately 10 years) in return for replacing the roof. It would be preferable if their use of the barn could have some community benefit.
Should the school not be willing to lease the barn, other options should be investigated including using it as a facility for the youth in Bramley or as a commercial unit for rent.
- ii. Storage at the Village Hall
Bramley Players have been contacted regarding their use of storage space at the Village Hall. They have agreed to remove all their items from the shed and loft by the end of April. They may need some help with large items and the Clerk will contact their Bonfire committee to see if they can help, perhaps taking some items of unwanted stage set to be burned at this year's bonfire. St Catherine's School may have some use for some of the stage set equipment. The Clerk to mention this to Bramley Players. Clerk
Clerk
- iii. The Clerk reported that the concert to welcome the new baby grand piano was a great success, raising just over £1,000. Stuart White has been approached by 2 groups who may be interested in putting events on in the village hall.
- d. High Street and environs (including Snowdenham Links Road and Lane)
- i. The Clerk reported that UK Power Networks are planning to connect the new streetlights on Horsham Road on 20th February. Mr Foley will go to the site whilst the works are taking place to find out if the original power source can be used or if new cables will need to be laid. Mr Foley
- ii. The Clerk followed up with Waverley Borough Council regarding the replacement of the open waste bins in the village with closed bins. They have confirmed that they are drawing up a shortlist of bins to be replaced across the borough in the new financial year and that Bramley's open-topped bins will be considered in this exercise.
- iii. It has been noted that the Traid clothes bin that is now located at the Library is often very full and bags of clothes are left next to the bin. The Clerk will find out the collection schedule and ask for it to be amended if necessary. Clerk
- e. Grounds and Downslink
- i. The Clerk contacted the Surrey Rights of Way team to find out if they have any plans to clean the Downslink of mud and rotting leaves on the Downslink. No response has been received to date. The Clerk reported that she will ask for a cost for them to come to do it. Depending on the cost, this may be paid for from the Localism grant the Parish Council has received. Clerk



- ii. The Clerk reported that Tom Hosking has resigned from his role as Groundsman, and that he and Charlotte Wood are due to finish working for the Parish Council at the end of February. The Clerk has advertised for applicants for the roles through Bramley Update and Streetlife, but no applications have been received to date. She has contacted other local Parish Councils to see if they have anyone who may be interested, but she may need to advertise the roles through the Surrey Advertiser. She will find out how much this will cost. The Clerk was asked to contact the Village Hall cleaner to find out if he knows of anyone who may be interested. Although groundwork is relatively quiet over the winter months, replacements will need to be found very soon. Another alternative is to employ a gardening services company to carry out the work. The Clerk to investigate. Clerk
 - iii. It was reported that there is a dangerous metal post in the ground in the Eastwood Road play area. This may have been left following the removal of old fencing by St Catherine’s School. The Clerk will arrange to have it removed. Clerk
 - iv. Mr Byham reported that some of the grass verges are growing over the pavements alongside the A281 to the south of the village. The Clerk will arrange for these to be cut back within the Localism funded works she is currently planning. Clerk
 - v. It was noted that garden waste from Bronlei Woods is being left on land that is owned by Surrey Highways. The Clerk was asked to write to the Bronlei Woods management company, copy Surrey Highways, to ask them to remove the waste and find an alternative location for their garden waste that is on their land. Clerk
- f. Rural Parish (including Birtley Green, Grafham and south)
- i. Nothing to report.

The meeting closed to allow the public session.

A resident from Eastwood Lodge suggested that the area of unused land between Eastwood Lodge and Edencroft could be a suitable residents parking area. He wonders how permission could be granted for this. Mr Byham will make enquiries.

28/17 Finance

- a. Members approved the payments listed at Appendix B.

29/17 Points of information and any other matters

- a. The Clerk reported that despite constant contact with the website hosting company and the content management system company, the Parish Council website is still out of action. An old back-up of the site has been located, but the hosting company are not willing to put it back on line until the CMS company has confirmed that all security risks have been removed. The Clerk is awaiting confirmation of this from them. The Clerk was asked to arrange for the CMS company to host the website, so they would be able to manage all security risks. Clerk
- b. The Clerk has forwarded a draft revised version of the Parish Council Risk Assessment and asked Members to forward any comments or amendments to her. Members
- c. The Clerk reported that there is a joint meeting of Towns and Parishes taking place at Waverley at 7:00pm on 6th March. She will not be able to attend as the Bramley Showcase event is taking place that evening.

30/17 Matters for future discussion

- a. None.

The meeting closed at 8:54pm

Agreed and signed Chairman, 16th March 2017