



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

**PRESENT**

Mrs F Stern, Messrs R Seaborne, P Molineux, M Foley, T Coleman, M Byham, R Jameson and Mrs O'Connell. Mrs Victor, the Clerk and County Councillor Victoria Young were also present. No members of the public attended the meeting. PCSO Snow was unable to attend.

**ACTION**

- 31/17 **To receive apologies for absence**
- a. Apologies for absence were received from Mr P Leung.
- 32/17 **Declarations of interest in agenda items**
- None.
- 33/17 **Minutes of the meeting 16th February 2017**
- a. Minutes of the meeting 16th February 2017 were agreed by the meeting as a true record and signed by Mrs Stern.
- 34/17 **Matters arising from minutes 16th February 2017**
- a. The Clerk reported that 9 residents signed up to receive Bramley Update at the Bramley Showcase event.
- 35/17 **Bramley Neighbourhood Police update**
- a. The Clerk received a report on public interest crimes in the last month from PCSO Snow, as follows:
    - On 15th February, a theft occurred from a shop on the High Street.
    - On 22nd February, 2 people were arrested following being abusive and threatening to staff in a shop on the High Street.
    - On 22nd and 23rd February, there were 2 road rage incidents on Birtley Road and Horsham Road.
    - On 24th February, there was a burglary from a shed at Gate Street.
    - On 7th March, a wooden pheasant pen at Gate Street was damaged.
    - On 8th March, damage was caused to motor vehicles on Birtley Road.
    - On 11th March, there was an altercation between persons on the High Street following a party.
- 36/17 **Correspondence**
- a. Members reviewed the Correspondence received as detailed in the Correspondence report.
  - b. The Clerk received information on the Waverley relaunch of the Neighbourhood Watch scheme. Members discussed the value in trying to relaunch the Bramley Neighbourhood Watch scheme as it has been difficult to generate interest in the past. It was agreed that although neighbourhood watch takes place informally in Bramley, the Clerk should publicise it in the next Bramley Update including information on recent crimes in the area. Interested parties should be invited to contact the Clerk.
  - c. The Clerk received an email from Murray Campbell regarding the possible required works to the churchyard walls at Holy Trinity church. The Parish Council is responsible for the upkeep of the walls, which are believed to be listed. Members agreed that once works are believed to be required, Mr Campbell should discuss the matter further with the Parish Council and the works should be budgeted for and formally agreed.

Clerk



- d. The Clerk received an email from Tom Piatek who is interested in re-establishing a football team in Bramley. Members asked the Clerk to meet with Mr Piatek to discuss further.

Clerk

**37/17 Waverley and Surrey County Councillors update**

- a. Mr Byham reported that the planning application for a new development at Dunsfold Park has been called in by the Secretary of State. He also reported that a planning application for 265 new homes at Knowle Park in Cranleigh that was refused by Waverley Borough Council has been submitted to the Planning Inspectorate for appeal. The planning application for 5 new homes on Park Drive in Bramley has been granted by Waverley Borough Council.
- b. Mr Seaborne reported that an Inspector has been allocated to examine the Waverley Local Plan. He has raised some initial questions that have been answered by Waverley Borough Council. It is thought that the fact that the Dunsfold Park planning application has been called in will not help to finalise the Local Plan.
- c. Mrs Young gave an update from Surrey County Council. She confirmed that Council Tax has been increased by 4.99%. She reported that the demand for adult and child social care is so great that budgets for other services, such as highways, will be badly affected.

**38/17 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. Housing Needs Survey  
The Clerk confirmed that she has sent all comments on the Housing Needs Survey to Surrey Community Action. The survey will now be printed and sent out to all residents in Bramley at the end of March. The Clerk will provide a link to the online survey in the April issue of Bramley Update.
- c. Neighbourhood Plan  
The Clerk reported that she has written to Waverley Borough Council to formally request that the parish of Bramley be designated a Neighbourhood Area. A meeting with representatives of Waverley Borough Council is arranged for 17th March to discuss the Waverley Local Plan Part 2 and its implications for the Neighbourhood Plan.
- d. Dunsfold Park  
Following the calling-in of the Dunsfold Park planning application by the Secretary of State, Members agreed to register Bramley Parish Council with the other Parish Councils jointly as a Rule 6 Party. This will allow the Joint Parish Councils to be involved equally with Waverley BC and Dunsfold Park's owners in participating in the Inquiry. The Clerk was asked to confirm this to the Hascombe Parish Clerk.

Clerk

Clerk

**39/17 Report from Highways & Rights of Way committee**

- a. Mr Seaborne reported that meetings of the Highways committee have been scheduled for 6th June and 29th August.
- b. The Clerk confirmed that the vehicle activated sign on the A281 near to the Infant School has been installed. No request for payment has been received from Surrey County Council to date.
- c. The Clerk received notification from Surrey Highways that the works to the road on Station Road at the junction with Eastwood and Barton Roads will be undertaken on 24th March. The Clerk will issue an email to the Bramley Update distribution list to inform residents of these works. The road will be closed for the day, although access will be retained for residents and emergency vehicles.

Clerk



- d. It was noted that there was recently a traffic accident involving 2 cars at the mini roundabout in Bramley. The two cars were both a write-off.
- e. Mr Foley enquired about the cleaning of the Downs Link by Surrey County Council. The Clerk confirmed that she has contacted the Rights of Way officer to find out if they are planning to clean the path. If they have no plans to do so, she will ask for a quote to do so. There may be a possibility of splitting the cost of doing this with Shalford Parish Council.

Clerk

**40/17 Report from Library committee**

- a. The February Story Time activity held during school half-term was very well attended and participants gave positive feedback.
- b. Bramley Library now has a Google Calendar showing all activities and events that are open to the public. This calendar has now been linked to the Bramley Village Society's new village diary.
- c. The library had a stand at the Bramley Showcase event and had expressions of interest in volunteering from several newcomers, plus a new library member joined up.
- d. The library has committed to running the Bramley Fete book stall again in 2017. A steady stream of book donations continues to arrive at the library.
- e. The February Story Time activity held during school half-term was very well attended and participants gave positive feedback.
- f. Mrs O'Connell reported that an update meeting is being planned with Surrey Libraries.

**41/17 Report from Resilience Group**

- a. The Clerk reported that Baron Hamilton has confirmed his responsibility for the trees at Bramley Mill pond. Various works are required to these trees in order to improve safety. Baron Hamilton will arrange for the works to be done.
- b. The Clerk has received confirmation that the grant application to Community Foundation for Surrey for various equipment for Fisher Rowe Close residents has been successful. It is expected that funds totalling £4,416.16 will be transferred to the Parish Council bank account in the coming days. The Clerk has informed Gill Kinver. The Clerk will write a letter of thanks to Surrey Community Action. Mr Byham and Mr Seaborne will follow up on the provision of a shed in which to keep the equipment with Waverley Borough Council. The funding of this shed needs to be clarified.
- c. Mr Coleman reported that the Environment Agency will be carrying out a survey of Eastwater Lake.
- d. The next Resilience Group meeting is taking place on 28th March.

Clerk

**42/17 Parish updates and actions**

- a. Pavilion and environs (including Gosden Common, Links Road)
  - i. The Clerk has received a quotation to replace the 14 broken posts at Gosden Common - £1,000 for softwood posts and £1,400 for hardwood posts. Members agreed that hardwood posts should be installed as softwood posts will have a shorter lifespan. The Clerk was asked to try to get another 2 quotes for this work. It is thought that Stuart Dale may have been involved with the original installation of these posts. The Clerk will contact him for a quote.
  - ii. The Cricket Club will be filling the potholes on the Pavilion track on 18th March. Members are invited to assist if available.
  - iii. Bramley Golf Club has asked for permission to display a temporary advertising sign alongside Gosden Common from 3rd to 9th April. Members approved this as long as sight lines from Tannery Lane will not be affected. The Clerk was asked to

Clerk

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Clerk



ensure the Golf Club are aware that they may wish to obtain approval from Waverley Borough Council.

b. Station and environs (including Eastwood Road and Barton Road, Linersh Wood)

i. Streetlighting

No objections have been received to date for the installation of a new street light at the bus stop near the end of Edencroft on Station Road. The Clerk is awaiting formal quotes for the lighting column, installation and connection to the power network.

Clerk

- ii. Mr Byham reported that he has spoken to residents of Edencroft as well as Waverley Borough Council about the possibility of making the area at the back of Edencroft available for parking for Eastwood Lodge residents. Waverley has confirmed that a public consultation on the proposal would need to be undertaken. The neighbouring residents are likely to oppose it. Based on this, Mr Byham confirmed that he will not be taking the matter any further. He has spoken to the resident of Eastwood Lodge who suggested it, to inform him of this.

- iii. The Clerk was asked to arrange for gravel to be laid at the muddy area on the Downs Link at Station Road, as was suggested at the February meeting.

Clerk

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

i. Stone Barn

The Clerk has contacted St Catherine's School to ask if they would like to take a long lease on the stone barn in return for replacing the roof. They have visited the barn to gain an understanding of the scale of the external and internal works that would be required. They are now discussing the proposal internally and may wish for a surveyor to inspect the barn.

ii. Storage at the Village Hall

Bramley Players have started to clear the loft of their belongings. The Clerk has put them in touch with the Bonfire committee to find out if they would be willing to help clear the barn.

d. High Street and environs (including Snowdenham Links Road and Lane)

- i. The Clerk reported that UK Power Networks are planning to repair the broken streetlight on Snowdenham Lane on 17th March. The Clerk has distributed letters to residents in the area asking them to keep the area clear of cars on the day as UK Power Networks say they have previously tried to repair the light on 3 occasions but have been unable to do so due to cars parked on the road. The Clerk has placed some traffic cones along the road in an attempt to keep the area clear.

- ii. Mr Byham reported that he was contacted by a resident of the Courtyard at Snowdenham Lodge who is concerned about the condition of the bridge that crosses Iron Lane. Mr Byham is looking into who owns the bridge and so has responsibility of its maintenance.

Mr Byham

- iii. The Clerk was asked to look at the condition of the triangular noticeboard in the Village centre as it is looking a bit shabby.

Clerk

e. Grounds and Downslink

- i. The Clerk reported that she has been in touch with 3 companies who may be able to carry out grounds work in the parish rather than employing individuals into the roles. Currently the groundsmen are paid £11.25 per hour. Quotes of £18 per hour, £20 per hour and £30 per hour have been received. Members agreed that the Clerk should proceed with the £18 per hour quotation on a trial basis. Clerk to action.

Clerk

- ii. Mr Byham reported that a Linersh Wood resident has spoken to him about the increased amount of garden waste that is being put on the Downs Link by



residents of Linersh Wood, Linersh Wood Close and Birtley Road. The resident has spoken to both Waverley Borough Council and Surrey County Council about the problem. Surrey County Council has said they will remove the waste. The Clerk was asked to speak to the resident and put a note in Bramley Update to remind residents that fly tipping – even if it’s green waste – is a criminal offence.

Clerk

- iii. Mr Seaborne proposed arranging a joint working party with the Bramley Village Society to tackle a grounds-related issue in the village. Members agreed that clearing the area on Birtley Road alongside the Downs Link would be a suitable project. Mr Molineux confirmed that he has a power scythe that could cut back the brambles in this area. It would also be useful to clear the growing bamboo at the end of Woodrough Copse. Mr Seaborne will arrange a date for the working party.

Mr Seaborne

- iv. It was noted that St Catherine’s School has replaced some of the fencing at the Eastwood Road play area.

f. Rural Parish (including Birtley Green, Grafham and south)

- i. Nothing to report.

**43/17 Finance**

- a. Members approved the payments listed at Appendix B.
- b. The Clerk reported that she will be carrying out the end of year accounts procedures after the end of March.

**44/17 Points of information and any other matters**

- a. The Clerk reported that she has now moved the hosting of the Parish Council website to our content management system provider. They are working to get an out of date version of the website back online, after which time the Clerk will bring it back up to date.
- b. The Clerk has received feedback with minor amendments from Mrs Stern on the draft revised version of the Parish Council Risk Assessment that she sent to Members. No other comments were received. Once the changes have been made, the Risk Assessment can be finalised.
- c. The Clerk asked if Members had any particular requests for presentations at the Annual Assembly taking place on 20th April. Members agreed that the usual Chairman’s report will suffice.
- d. The Clerk was asked to speak with Shalford Parish Council about the 2 public access defibrillators that are now available in the centre of Shalford.
- e. The Clerk was asked to email Anne Milton MP to thank her for her assistance in getting the Dunsfold Park planning application called in. The Bramley MP Jeremy Hunt should be copied on the email.

Clerk

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Clerk

**45/17 Matters for future discussion**

- a. None.

The meeting closed at 8:55pm

Agreed and signed ..... Chairman, 18th May 2017