



BRAMLEY PARISH COUNCIL
Minutes of Annual Assembly meeting 20th April 2017

Apologies were received from Mr Martin Foley. Six members of the public attended the meeting.

1. The minutes of the meeting held on 21st April 2016 were approved and signed by Mrs Stern.
2. The Clerk reported on the following matters arising from the minutes of the meeting of 21st April 2016:
 - a. The Village Hall was valued for insurance purposes during the last financial year. The hall and associated buildings have a reinstatement value of £1,068,000
 - b. Following feedback from a resident at the 2016 meeting, the Clerk made printed copies of a summary of the Parish Council accounts for the 2017/18 financial year available to attendees of the meeting. This summary will be appended to these minutes.
3. Mrs Stern, Chairman of Bramley Parish Council, then presented his report for the year as follows:

April 2017 Chairman's Report

Good evening and welcome everybody. Thank you for turning out for our Annual Assembly.

I would like to start by thanking Kathy Victor, our Parish Clerk for her untiring efforts in assisting the Parish Council to run smoothly. Kathy is involved in almost everything that goes on. Amongst her multiple duties she organises meetings, takes minutes, keeps us informed, responds to resident enquiries and complaints, applies for funding for various projects, prepares the annual budget and financial reports, organises the groundsmen (responsible for the flowers we see on the green patch in front of the library, cutting back overgrown hedgerows etc), negotiates insurance renewal, generates the health and safety assessment, organises essential village hall maintenance, negotiates power contracts for village hall and village lighting, garbage collection, cricket pavilion repairs and this year carried out a review of inventory of land, assets and equipment. On top of this, Kathy also produces the Bramley Update.

Also, my thanks to my fellow Parish Councillors for their support, vision and pro-active attitudes which are so important in helping Bramley move forward in the 21st century without losing the qualities that we appreciate so much in living here.

I shall now summarise a few of the more noteworthy events that have made the past year so interesting, eventful and sometimes entertaining.

The website, which is one of our primary sources of communication along with the Update, went down at the beginning of this year. We are pleased that it is now up and running again. We have shifted provision from the original provider who was apparently unable to retain any current back-up files to the company who also provides our content management. I believe Kathy has now managed to restore and update most of the retained older content to something more current.

In the last quarter of 2016, the spring-loaded gates at the old station crossing were repaired so they closed automatically, and the fencing at the station gates was also repaired. The Clerk then received a report that horses were unable to get through the gate, so some of the new fencing had to be taken down to create a space for horses to pass through. We do try but we can't satisfy everybody all the time.



There have always been problems with parking in Eastwood Road and this has made it impossible on occasion for the refuse collection vehicles to get through. Our Waverley Borough Councillors discussed this problem with WBC and a smaller refuse wagon is now servicing the bottom end of Eastwood Road as well as the small side road. Although refuse collections are frequently now being made on schedule, problems continue on occasion when cars are parked inconsiderately on the corners. The Parish Council has written to residents asking them to park more considerately on collection days.

A baby grand piano was donated to the Parish by a resident, Mrs Jane Webb. The expense incurred in transporting the piano to the Village Hall (servicing, tuning, fixing the A-frame and purchasing piano stool and protective cover), were mostly recouped in the first concert held to celebrate its arrival. Bramley Parish Council thanks both Mrs Webb for the donation and Stuart White for organising the concert on 22nd January, which was thoroughly enjoyed by those who attended. A second concert is being planned for later this year.

Pavement light repairs take place throughout the year and we are now starting to replace the sodium lamps with LEDs. Two full replacements have been necessary at the north end of the village where car accidents have destroyed the posts and lights and broken the connection. We are now insured for accidental damage to these lights but do and will continue to claim the costs against any offending vehicle's insurance cover where possible.

A vehicle activated 30mph sign has been installed near Woodrough Copse close to the infant school. 3 local highways works have been approved by the Local Highways Task Group. Timing will depend on the prioritisation of all the works submitted from various parishes. The works in Bramley are:

- The laying of coloured road surface at the junction of Station, Eastwood and Barton Roads. (road resurfaced prior to this on 27th April)
- The installation of a layby in The Coombes opposite Bramley Infant School
- The extension of the 30mph speed limit on the A281 to Birtley House.

Councillor Foley organised a survey to find out whether there was potential demand for a new cycle track into Guildford. The results showed that the majority of respondents would use a dedicated cycle route into Guildford if there was one available. Discussions in respect of possible locations for such a route are ongoing with Surrey County Council and Shalford Parish Council. If the route through Bramley is to be located on the Downslink, we need to ensure that the accessibility of the Downslink for other users will not be lost.

The Library continues to thrive and the Parish Council is extremely grateful to all the (40+) volunteers and particularly the team managing day-to-day library operations. While there has been no shortage of volunteers so far, the library always welcomes new volunteers to replace the occasional one who is no longer able to commit to it. Improvements during the year include a new photocopier, new noticeboards, some interior decoration by volunteers and a new self-service kiosk which went into operation on 24th November (accepts banknotes and dispenses change). Some volunteers have been trained to use the online book management system to remove old stock and order new books. This allows Bramley to be more in control of the range of books that are offered within our Library. The Simon Brett author event in mid-2016 was attended by 50 people and raised £155 for the library. A summer reading challenge, The Big Friendly Read, for 4-11 year olds ran through the school summer holidays. On a lighter note, the Library also became a Pokemon Gym attracting additional visitors and potential borrowers. Mention should be made of an enterprising volunteer who became adept at Pokemon and succeeded in battling and capturing Pokemon in various other locations also.

Councillor Tony Coleman has efficiently chaired both the Resilience committee and the Planning committee. The first real test of the Resilience committee occurred in November with the water in the gas pipes disaster and I believe it passed with flying colours.



On the planning front, the Parish Council does its best to be fair and considerate in terms of what applications are acceptable and which ones are not. We do not always agree with each other and Waverley Borough Council does not always agree with our views so sometimes applications are passed which we think should have been rejected and vice versa.

The major application in the past year, has of course been that to build 1800 houses at Dunsfold Park. This was submitted in December 2015 and the decision delayed while the applicants were required to respond to comments made by various authorities. During this time, as you all know, over 3000 objections to the application were lodged with Waverley Borough Council.

At around the same time Waverley Borough Council finished drafting its new Local Plan which included 2600 houses at Dunsfold. This pre-submission draft was made available to the public for comments on 19th August 2016. Both the planning application and the Local Plan required separate objections and comments. To underpin our own objections and in the belief that a larger unity is stronger, Bramley Parish Council is also a member of the Joint Parishes, a group of 11 local parish councils fighting to overturn the Dunsfold application and to get the development removed from Waverley Borough Council's Local Plan unless the necessary infrastructure is funded and built to enable it to meet the "sustainability" criteria of the Government's NPPF.

A public meeting was held by Bramley Parish Council in the Village Hall on 9th September 2016 to discuss the Local Plan and our response to it. Bramley Parish Council, whilst having no objection to much needed new houses being built, are hugely concerned about the resulting increase in traffic through Bramley and all that it implies: pollution, vibrations, health and safety of residents on the pavements particularly children going to and from school.

Despite these objections and those of the Surrey Highways Audit department who were not satisfied with transport infrastructure provision, Waverley passed this application on 14th December 2016. 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 and traffic mitigation measures. One of these 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. A mitigation measure – are they serious? We all know what happens when temporary traffic lights are installed anywhere along the A281.

The Dunsfold Park development is a key factor in enabling Waverley Borough Council to meet the target housing numbers laid out in The Local Plan and by passing the application, Waverley were apparently hoping that the Local Plan would appear to have an element of the housing number target already accounted for as a fait accompli.

However, following much lobbying from Bramley and other local Parish Councils of our MPs, the Dunsfold Application was finally called in by Secretary for State for Communities and Local Government, Sajid Javid on 8th March. Bramley Parish Council is registered with the other Parish Councils jointly (and POW) 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. Bramley Parish Council will be required to make a financial contribution to the QC and his team. We have budgeted for £7000 for this year but this may not be enough. These hearings are apparently scheduled for July although this has not yet been confirmed.

The Waverley Local Plan Part 1 was submitted to the Secretary of State for Communities and Local Government on 21st December for independent examination. The Waverley Local Plan hearings by the Inspector are scheduled to start on 27th June. So the two hearings are set to run almost in parallel timewise.



To date, the inspector has queried the suitability of Dunsfold as a site as not in accordance with Waverley's Spatial Strategy and also the impact of traffic arising from that number of houses. He has asked how the 2600 dwelling allocation to Dunsfold Park complies with Policy ST1 "Sustainable Transport" (which is meant to ensure that development is located where it is accessible by forms of travel other than the private car). We do not yet know whether the call in of the Dunsfold Park planning application will affect the progress of the EIP but if the Dunsfold Park planning application is refused then it would leave a large hole in the Local Plan. The Inspector has also queried the number of houses being proposed for Cranleigh given it is a village without access to strategic road or rail infrastructure.

Following on from Local Plan Part 1 which specifies the overall spatial strategy for development and growth in the borough, and allocated strategic sites, we also need to be aware of Waverley Borough Council's Local Plan Part 2 which will provide the more detailed day-to-day planning policies and will allocate non-strategic sites for housing. It will also seek to allocate sites for Gypsy and Traveller accommodation, and will review the boundaries of our town centres and important local landscape designations. Pre-submission consultation will be in April 2018 with target adoption date of March 2019.

Neighbourhood Development Plan.

With the Local Plan Part 1 now approved by Waverley Borough Council (if not by the Inspector) and Part 2 a work in progress, the parish council have agreed that it is the right time for a Neighbourhood Plan for Bramley to be developed. This will enable us to have more say in where new houses, businesses, shops and community facilities should go in the local area. The Neighbourhood Plan can also identify and allocate sites for development. Bramley Parish Council has officially informed Waverley Borough Council of our intention to develop a neighbourhood plan. A sub-committee to draft this plan has been formed comprising representatives from the Parish Council, Bramley Village Society, Bramley History Society and local residents. At the same time, Bramley Parish Council has commissioned a housing survey which everyone has hopefully completed and returned. The survey closes today or tomorrow, and the results from this will inform some of the planning strategy in the neighbourhood plan.

Going forward, I believe we face yet another interesting year where Dunsfold will dominate. Meanwhile, your Parish council will do its best to continue to maintain and further the interests and needs of its residents.

Finally just a mention of Bramley Village Society, Bramley Fete Committee, Bramley History Society and all the other local organisations who contribute so much to life in our village. We try to work harmoniously with all of them and thank them for their contributions.

Thank you.

Francesca Stern, Chairman, Bramley Parish Council

4. The Clerk then updated the meeting on Bramley Parish Council financial matters.
 - a. The balance of BPC audited accounts at 31st March 2016 stood at £99,001 which included earmarked reserves of £50,000. Auditors came back requesting some further information on Parish Council assets, after which they gave full approval.
 - b. The early indication for BPC accounts to 31st March 2017 is that there is a cash balance of £98,219, with same amount of cash reserves.

Receipts:

The Parish Council received a Precept of £37,565, a Council Tax Support Grant of £825 and a



Compensatory Grant to help fund the maintenance of recreational facilities of £2,945.

£17,082 was received on hiring the Village Hall, an increase of £682 on the previous year.

£2,510 was received from hire of the meeting room at the Library. An increase of £850 on the previous year.

The Library also received an income of £1,607 for the year. This is made up of a grant of £750 from the Village Fete committee and sales of coffee, printing, photocopying and book donations from the public.

The Parish Council received a rental income of £2,000 for the barns and sheds located at the Village Hall.

We received grants as follows:

£1,079 from Waverley Borough Council towards the cost of the purchase and installation of a dishwasher in the Village Hall. This work was undertaken at a cost of just over £2,000.

£5,500 from Surrey County Council's Highways Localism Fund. This money is currently being spent on vegetation clearance works alongside the major highways in the Parish.

£4,416 from the Community Foundation for Surrey for the purchase of emergency equipment and clothing for the use by residents of Fisher Rowe Close should they be flooded. This equipment will be purchased in the coming months.

Payments:

The Parish Council budgeted a sum of £7,000 for the cost of consultancy work to support an objection to the Dunsfold Park new development planning application. A total of £1,312 was spent on this activity. The remainder will be carried over to the 2017/18 financial year.

Almost £4,000 was spent on the cost of the by-election in February 2016.

A baby grand piano was donated to the Village Hall by a local resident. It cost £1,800 to move and refurbish the piano. The cost of this is being recouped through a number of concerts taking place in the hall. Just over £1,000 has been received to date, with a further concert planned for June.

£4,800 was spent on repointing works to the churchyard wall at Holy Trinity Bramley, for which the Parish Council is responsible.

In the Summer of 2016, due to budgetary cuts Surrey County Council removed the photocopying facility from the Library. As this was the only copier in the village, the Parish Council agreed to hire a copier themselves. In 2016/17 this cost a total of £168. To February of this year, money received from photocopier users totals £169. The Library Operations Team have also purchased a number of display equipment items as well as small gifts and equipment for children who attend the regular school holiday activities.

The Clerk asked those present to note these figures were still subject to both internal and external audit. All accounts are available to view at the Parish Council offices, by appointment.

- c. The Parish Council has received a Precept of £38,891 for the 2017/18 financial year. Major projects planned for this financial year include the Public Inquiry for the proposed development at Dunsfold Park, street light improvements, the possible installation of an online Citizens



Advice terminal in the Library, play area improvements and new office and grounds equipment.

5. There followed any other business and questions from the floor:
 - a. There was an enquiry about the progress of the highway safety works at the junction of Station Road, Eastwood Road and Barton Road. Mr Seaborne clarified the situation by saying that the initial highway resurfacing has been completed. The anti-skid paint will be applied to the surface at a later date. The Parish Council has asked Surrey Highways for the double yellow lines to be extended on Barton Road and Eastwood Road at this junction. Surrey Highways has agreed to this in principle, although the financial challenges they are currently facing will dictate when this work will be done.
 - b. A resident thanked the Parish Council for keeping the village tidy and attractive.

Mrs Stern thanked those who had attended. The meeting closed at 7:58pm followed by refreshments and informal discussion.

Agreed and signed..... **** April 2018

Bramley Parish Council

Summary Receipts and Payments for Year Ended 31st March 2017

Last Year Ended 31st March 2016		Current Year Ended 31st March 2017
	Operating Income	
37,466.29	Administration	38,397.54
16,399.50	Village Hall	17,081.50
13,348.24	Recreation	4,585.00
2,913.70	Library	4,116.55
10,095.00	Other	9,916.00
2,000.00	Barn, Shed & Office Rents	2,000.00
82,222.73	Total Receipts	76,096.59
	Running Costs	
34,880.21	Administration	39,601.19
11,130.03	Village Hall	13,647.60
17,864.94	Recreation	4,599.09
4,738.14	Lighting	6,689.68
4,578.01	Library	1,245.90
5.65	Major Projects	0.00
11,833.57	Other	10,507.74
-474.82	VAT Data	586.56
84,555.73	Total Payments	76,877.76
	Receipts and Payments Summary	
101,333.51	Opening Balance	99,000.51
82,222.73	Add Total Receipts (As Above)	76,096.59
183,556.24		175,097.10
84,555.73	Less Total Payments (As Above)	76,877.76
99,000.51	Closing Balance	98,219.34
	These cumulative funds are represented by:	
80,607.39	Current Bank A/c	78,025.74
15,982.69	Instant Access Deposit A/c	15,097.23
0.00	Lloyds Deposits	0.00
1,923.49	Bramley Library	4,644.15
470.48	Petty Cash	427.01
16.46	Library Petty Cash	25.21
99,000.51		98,219.34
	Reserve Balances are represented by:	
-2,333.00	Current Year Fund	-781.17
101,333.51	General Reserves	99,000.51
99,000.51		98,219.34

Note: Subject to internal and external audit.