



**Draft Minutes of a Meeting of Bramley Parish Council
Held in Bramley Village Hall on 20th July 2017, starting at 7:30pm**

PRESENT

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

ACTION

82/17 To receive apologies for absence

- a. No apologies for absence were received.

83/17 Declarations of interest in agenda items

None.

84/17 Minutes of the meeting 15th June 2017

- a. Minutes of the meeting 15th June 2017 were agreed by the meeting as a true record and signed by Mrs Stern.

85/17 Matters arising from minutes 15th June 2017

- a. The Clerk reported that Mrs Stern signed a copy of the minutes from the meeting of 18th May 2017.
- b. The Clerk confirmed that she has published the updated Policy documents on the Parish Council website. Armed Forces Day was added to the Flag Flying Policy.
- c. The Clerk reported that she has written to the Manager at Budgens to ask for the banner flag to be moved so that road signage is not obscured and to ask for litter to be cleared from the petrol station forecourt on a more regular basis. The Clerk has observed that the banner flag has been slightly moved and the road sign is no longer obscured.
- d. Mr Byham reported that he attended the recent Neighbourhood Watch co-ordinators meeting in Cranleigh. It was very poorly attended with only 7 people present (4 of which were representatives from Surrey Police). Mr Byham reported on a phone app that neighbourhood watch co-ordinators could use to communicate with the community. It could also be used by other community groups. This app is currently being reviewed by Mr Byham, Mr Seaborne and Mr Coleman. Mr Byham will report back when it has been reviewed.

Mr Byham

86/17 Bramley Neighbourhood Police update

- a. No report from the Neighbourhood Police team was received this month.

87/17 Correspondence

- a. Members reviewed the Correspondence received as detailed in the Correspondence report.
- b. Proposed changes to Surrey County Council Community Recycling Centres. Members agreed that the proposal to close the Cranleigh Community Recycling Centre is very short-sighted and will have a massive detrimental effect on flytipping. With the massive growth in housing planned in the area, there will be a much higher demand for this community recycling centre. Comments to be submitted to SCC by 7th August 2017. The Clerk was asked to draft a response to the consultation for consideration by Members. All of the numbers for planned housing should be included in the response.
- c. Preliminary draft charging schedule for Waverley Borough Community Infrastructure Levy. The Clerk had forwarded the draft new charging schedule to Members. Mr Molineux noted that the proposal shows that much of the levy will

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not be distributed widely at Parish Council level. Mr Seaborne reported that the percentage will increase once the Neighbourhood Plan is adopted. Comments need to be submitted to Waverley by 31st July 2017. The Clerk was asked to forward the information again to Members for their consideration.

Clerk

88/17 Waverley and Surrey County Councillors update

- a. Mr Seaborne reported that Waverley Borough Council has appointed an interim Managing Director for a period of up to 6 months while a permanent replacement is sought. Mark Horwood is also the Executive Director for East Hampshire District Council and Havant Borough Council and will work at Waverley for two to four days per week.
- b. Mr Seaborne reported that Part 1 of the draft Local Plan has been examined by an independent inspector who has generally accepted the content of the plan. The housing need figures were reviewed and the numbers were decreased, then increased again to include part of Woking's housing allocation. It is thought the annual housing figure will be in the region of 590. Although it is to be confirmed, Mr Seaborne noted that the additional numbers of required homes will not be mandated to the villages.

The inspector commented that the strategy regarding Dunsfold Park was as good as it could be and that "sustainability" was a relative term. He did not dismiss the Dunsfold Park development.

An amended draft Local Plan Part 1 taking the inspector's comments into account could be available for consultation in early September. The Inspector's final report is expected in November or December 2017.

- c. Two Planning Inquiries are currently underway – the Dunsfold Park Inquiry taking place at the Waverley offices in Godalming and the inquiry into the proposed development at Springbok Estate at Alfold taking place in Cranleigh.

89/17 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. Neighbourhood Plan (NHP) progress report
Mr Molineux reported that the drop-in session on 15th July at the Library was well attended with approximately 50 people visiting. An updated version of the plan will be available at the end of September. A two-page executive summary will be prepared that will be delivered to all houses in the parish along with the bonfire night flyer. The draft plan is currently being reviewed by Waverley Borough Council and comments are expected by the end of July. Further detail on the proposed allocated sites will be developed over the next 2 months.
- c. Planning application for change of use from business to residential at The Courtyard on Eastwood Road. A meeting is to be arranged between the developers, the Parish Council and residents who neighbour the property to discuss certain aspects of the plans.
- d. The detailed planning application for the new development at Ricardo Court was discussed at the Planning meeting on 18th July. Comments and questions from neighbouring residents have been collated by the Clerk and will be sent to Martin Grant Homes and Waverley Borough Council. The Clerk will forward these comments to Members for their information. It is hoped that a site meeting can be arranged between Martin Grant Homes, the Parish Council and those neighbours who have concerns about particular aspects of the plan.
- e. Local Plan Part 2 consultation. Mr Molineux has drafted a response to this consultation which has been circulated to Members by the Clerk. Mr Foley and Mr Seaborne noted minor suggested changes which they will send to the Clerk. Once

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	between Surrey County Council, Bramley Parish Council and the Environment Agency. A response is awaited.	
	c. The Clerk reported that she has ordered some of the items for the Fisher Rowe sub-group funded by the grant from Community Foundation for Surrey. This order is currently awaiting delivery.	
	d. The Clerk is to arrange a meeting between the Chairs of the separate sub-groups of the Resilience Group to ensure an integrated flood alleviation proposal for Bramley can be developed.	Clerk
93/17	Parish updates and actions	
	a. <u>Pavilion and environs (including Gosden Common, Links Road)</u>	
	i. The Clerk continues to progress the insurance claim for the street light that was knocked down in March at the corner of Gosden Common and Tannery Lane. Following submission of the quotes received from Epsilon Lighting and UK Power Networks, the insurance company confirmed that the work could be done. The lighting column has been installed. Now awaiting connection to the power network by UK Power Networks.	Clerk
	b. <u>Station and environs (including Eastwood Road and Barton Road, Linersh Wood)</u>	
	i. The Clerk has asked the Groundsman to paint the fence at the gates on Station Road. He will do this when the next dry spell is forecast.	Clerk
	ii. The Clerk reported that the lighting column on Barton Road is not new.	
	c. <u>Village Hall and environs (including Station and Hall Road, Windrush Close)</u>	
	i. The Clerk reported that the two headmistresses of St Catherine's School have viewed the Stone Barn. They have asked if they can arrange for a surveyor to prepare a report on the building, to which the Clerk has confirmed they can. The Clerk is awaiting a date for the survey to take place.	Clerk
	ii. Storage at the Village Hall Bramley Players have cleared some of their items from the barn, but more is still left to be cleared. They have confirmed they will do this as soon as possible. The Clerk will keep an eye on the situation, as Bramley Village Society has confirmed that the Fireworks team are keen to use the space this year.	Clerk
	iii. With regard to the abandoned vehicle in the Village Hall car park, the Clerk reported that she has spoken to the Manager at the Social Club who confirmed that he knows who the car belongs to. He will ask the owner to remove it. The Clerk has also contacted the DVLA for advice on what to do with cars that are abandoned on private land. They responded to say that the responsibility ultimately lies with the Borough Council. The Clerk has once more reported the vehicle to Waverley Borough Council, who are investigating the matter.	
	iv. Mr Foley reported that there is a dead tree in the grounds of St Catherine's School alongside Station Road. The Clerk was asked to report it to the school as it poses a danger to Station Road.	Clerk
	v. Mr Seaborne reported that temporary signage that is often displayed at the mini roundabout in Bramley to advertise events in the Village Hall is a danger to drivers. He asked the Clerk to ensure that signage in this location will not be displayed in future. Clerk to action.	Clerk
	d. <u>High Street and environs (including Snowdenham Links Road and Lane)</u>	
	i. The Clerk has delivered the letter to retail businesses on Bramley High Street bringing their attention to the advertising on the highway policy produced by Surrey County Council.	
	ii. The Clerk has received a quote of £340 to refurbish the triangular noticeboard in the village centre. Members approved this expense. Clerk to action.	Clerk



- e. Grounds and Downs Link
 - i. Nothing to report.

- f. Rural Parish (including Birtley Green, Grafham and south)
 - i. Nothing to report.

94/17 **Finance**

- a. Members approved the payments listed at Appendix B.
- b. Fixed Term High Interest Bank Account.
The Clerk reported that she has undertaken further research into appropriate accounts at the Cambridge Building Society and United Trust Bank. The results were circulated to Members. Members agreed that a sum of £50,000 should be deposited in a 1-year fixed rate account at United Trust Bank with an interest rate of 1.45%. Clerk to action.
- c. Annual Review of Clerk’s salary.
Proposal of Clerk’s annual review in line with NALC National Salary Award circulated to Members, who approved the increase of 1 point on the salary scale from August 2017. Clerk to action.
- d. The Clerk confirmed that she has submitted the accounts for the financial year 2016/17 to the external auditor. They have not asked for any further information to date and their report is awaited.

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95/17 **Points of information and any other matters**

- a. Junction 4 Big Band Concert, 30th June 2017
The Clerk reported that a total profit from £142 was made from the Junction 4 Big Band concert on 30th June. Members discussed the idea of holding a similar concert in December. After discussion, and bearing in mind the level of profit from the June concert, Members agreed to review at a future meeting. Any ideas for other events to be brought to the September meeting. The Clerk to inform Stuart White.

Members

Clerk

The meeting closed at 9:15pm

Agreed and signed Chairman, 21st September 2017