



**Draft Minutes of a Meeting of Bramley Parish Council
Held in Bramley Village Hall on 16th June 2016, starting at 7:30pm**

PRESENT

Mrs F Stern, Messrs R Seaborne, T Coleman, M Foley and Mrs S 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.

68/16 To receive apologies for absence

- a. Apologies for absence were received from Messrs P Molineux, R Jameson and M Byham. Mr Leung did not attend the meeting.

69/16 Declarations of interest in agenda items

None.

70/16 Minutes of the meeting 19th May 2016

- a. Minutes of the meeting 19th May 2016 were agreed by the meeting as a true record and signed by Mrs Stern.

71/16 Matters arising from minutes 19th May 2016

- a. The Clerk confirmed that she has arranged the Parish Council insurance policy through Aon at a cost of £998.45 per annum, fixed for 3 years. Volunteers are covered within the policy up to £10m. The Chairman of BVS has been informed.

72/16 Bramley Neighbourhood Police update

- a. The Clerk read a report from PCSO Snow on recent public interest crimes in the area.
- b. The Roads Policing Team has been carrying out speed enforcement on Horsham Road in Bramley. Two motorists were stopped and reported for using their mobile phone whilst driving.
- c. Other crimes included the theft of a battery from a workshop at Palmers Cross on 25th May, a drone was seen 2500ft in the air on a flight path on 7th June (reported by Farnborough airport) and on 8th June a window above a front door of a shop on the High Street was opened and the contents of a till were taken. The Clerk was asked to find out which shop was the victim of this crime.
- d. The Clerk reported that there will be little or no effect for the Parish Council on the support from local Police following the changes to Policing structure in Surrey. It is unlikely that PCSO Snow will be able to attend Parish Council meetings, but he will endeavour to submit a report to the Clerk prior to each meeting. The Clerk to send the slides from the recent Police Update meeting to Members.

ACTION

Clerk

Clerk

73/16 Correspondence

- a. The Clerk received an email from a local resident to report that she and a neighbour in Woodrough Copse were visited by a cold caller claiming to be from the Air Ambulance. He became quite pushy with her neighbour and only left when being told to by a passer-by. The Clerk advised the resident to report the incident to the Police by calling 101.
- b. The Clerk received an email from a local resident about the possible new cycle route to Guildford. She is concerned that it may be linked to the removal of the Downs Link by converting it to a traffic lane. The Clerk assured the resident that the location of a cycle route has not been discussed and that the Parish Council were not involved in any discussions to change the use of the Downs Link.



- c. The Clerk and Chairman were invited to the Waverley Civic Service taking place in Farnham on Sunday 10th July. The Clerk to forward the invitation to the Chairman. Clerk
- d. The Clerk received an email from the POW Campaign asking if the Parish Council would like them to present an update on their activities regarding the Dunsfold Park application at a Parish Council meeting. On advice of Mrs Stern, the Clerk responded to say that they should consider organising a separate public meeting to be held in the Village Hall. POW has tried to book the Village Hall for such a meeting, but all weekday evenings are already booked by regular classes. Meetings have been held in Alfold, Hascombe and Dunsfold which have attracted between 50 and 200 people to each one. The Clerk will contact the POW Campaign to suggest holding such a meeting in the Infant School hall. Clerk
- e. The Clerk received an email asking if the Parish Council had any plans for a clean-up project on the Downs Link southbound from Station Road and he has observed that it is very messy. Although Members thought the area was not in need of a particular clean-up operation, it would help if the bins in the area were covered. The Clerk is in the process of trying to get the old uncovered bins replaced with covered ones. Clerk
- f. The Clerk received notification that the summer meeting of the Waverley Cycle Forum is taking place on Thursday 30th June from 6:30pm at the Waverley offices in Godalming. The Clerk was asked to forward the email to Mr Seaborne and Mr Foley. Clerk
- 74/16 Waverley and Surrey County Councillors update**
- a. Mr Seaborne reported that Waverley Borough Council are expected to approve the draft Local Plan in July. The traffic study being carried out by Surrey County Council is due to be released. Waverley BC has stated that there is nothing within the study that protects them from a development at Dunsfold Park. Members agreed that it is important to try to arrange a public meeting with the POW Campaign as soon as possible. Guildford Borough Council has released the traffic study that they commissioned. The installation of traffic lights at the mini roundabout in Bramley is included in their list of projects.
- b. The planning application for development at Dunsfold Park is likely to be considered by Waverley BC in August. The Clerk was asked to include this information in the August issue of Bramley Update. Clerk
- c. The Waverley Local Committee are meeting on 17th June. Mr Seaborne is hopeful that a decision on the Localism fund will be made at this meeting.
- 75/16 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.
- 76/16 Report from Highways & Rights of Way committee**
- a. Mr Seaborne reported that the next meeting of the Highways committee is taking place in July.
- b. Mr Seaborne and Mr O'Connell have met with Surrey Highways to review the location of the planned vehicle activated sign on the A281 at the Infant School. It is likely to be placed close to the junction of Woodrough Copse. Some vegetation needs to be removed in the area, which will be carried out by a working party on 9th July. Members were invited to help in this activity.
- c. Mr Foley received an enquiry from an Eastwood Road resident regarding the difficulty for cars to be able to drive round the sharp bends in the road when cars are parked in this area. In addition, there is no access for emergency vehicles. Members reported that this issue was reviewed a few years ago. Parking on the pavement was proposed as a possible solution, but Surrey Highways would not



allow this due to the number of services that run underneath the pavement. Perhaps double yellow lines or a hatched area could be painted on the road, although there would be no policing of this.

- d. Mr Foley reported that there have been 245 responses to date to the online cycle route survey. Mr Foley will place notices on the Downs Link and in the car part at the Bramley Business Centre to help advertise the survey. Mr Foley to forward the notice to the Clerk for her to laminate them.
- e. It was noted that a sign advertising Budgens has been placed on a lamp post on the A281. Surrey County Council guidelines state that a permit is required for such signage. The Clerk was asked to write to the manager of the store asking him to remove the sign. If it is not removed, the Clerk will contact Waverley Enforcement.

Mr Foley
Clerk

Clerk
Clerk

77/16 **Report from Library committee**

- a. Mrs O'Connell received a report from Bramley Library's Operations Team.
- b. The book stall at the Fete, which was organised and run by library volunteers, raised £288.48, a reduction of £26.62 from 2015. This was probably due to the poor weather reducing footfall.
- c. The Fete Committee has awarded a grant of £750 to Bramley Library. It is thought at this time that new book trolleys and display units will be purchased with these funds.
- d. The Simon Brett author evening, attended by 50 people, was a resounding success and raised £155 for the library. The Queen's 90th Birthday event for children had a modest attendance but those that did attend had an enjoyable time.
- e. The next events which originates through Surrey Libraries and runs through the summer is The Big Friendly Read (last year called the Summer Reading Challenge). This year it focuses on children aged 4-11 only and is in conjunction with the Roald Dahl Estate.
- f. The borrower statistics for April 2016 in comparison to April 2015 are extremely encouraging with substantial increases in junior loans.
- g. The new photocopier will be delivered for library users shortly. Charges for copying will remain unchanged at the present time.
- h. A new Support Officer for Bramley Library has been employed by Surrey Libraries. Kate Johnson is due to start at the end of June. Kate will be the main point of contact within Surrey Libraries for the Operations Team.
- i. Four volunteers have received initial training in the "Collection HQ" system which will give Bramley Library more control over its own stock of books.

78/16 **Parish updates and actions**

- a. Pavilion and environs (including Gosden Common, Links Road)
 - i. The Clerk reported that the Cricket Club has arranged a working party to fill the holes in the Pavilion track on Saturday 25th June. She asked if any Members would be willing to help with the work.
- b. Station and environs (including Eastwood Road and Barton Road, Linersh Wood)
 - i. The Clerk has received a quote of £435 to repair the fencing at the Station. The contractor has been instructed to undertake the work, which it is thought will take place in July. The contractor will put stops in place to ensure that the gates close automatically.
 - ii. Mr Seaborne reported that he is hopeful that new fencing will be installed around the area of grass at the back of Fisher Rowe Close to close the area off from the river.

This area of land is used by children who live on Fisher Rowe Close. In 2012 Waverley agreed to licence the land to the residents for a peppercorn rent, although the licence was never signed. Waverley are not willing to maintain the



area, and the residents of Fisher Rowe Close do not seem to be willing to do so either. After some discussion about whether the Parish Council should become involved in maintaining it, or canvassing opinion from neighbouring roads such as Barton Road and Linersh Wood, Members agreed to consider the possibilities for discussion at the July Parish Council meeting.

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

- i. The Clerk reported that some tiles have fallen from the roof of one of the barns at the Village Hall. She has contacted a roofer to inspect the roof and advise if any works are required. The Clerk will also be arranging for minor repair works to be done to the doors of one of the barns.
- ii. The Clerk reported that she has received 2 quotes of £500 and £750 to complete a valuation of the Village Hall for insurance purposes. She is awaiting a third quotation.
- iii. The Clerk was asked to follow up with Waverley Borough Council regarding the application to the PIC fund for funding for a dishwasher in the Village Hall.

Clerk

Clerk

Clerk

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

- i. Mrs O'Connell reported that after she reported a broken drain cover on the High Street, the wrong cover was repaired. A temporary repair has since been made to the correct cover and it is hoped this will be permanently repaired soon.
- ii. The Clerk reported that she has received a further quote to convert the street lights to LED units at a cost of £330 per light plus fitting at £45 per light. Members were asked to consider which lights on the High Street should be replaced, for discussion at the July Parish Council meeting.

e. Grounds and Downlink

- i. The Clerk reported that it will cost £68.10 to hire a power scythe for a day to cut through the brambles alongside the Downs Link. A further day will cost £34.05, with the cost to hire it for a weekend at £85.12 and £136.20 for a week. The Clerk was asked to arrange to hire the equipment for a week and to organise a working party to clear as much overgrowing vegetation as possible within the week.

Clerk

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

- i. Nothing to report.

79/16 **Finance**

- a. Members approved the payments listed at Appendix B.
- b. Risk assessment
The Clerk is in the process of amending the risk assessment as per Member's advice. Once this is done, she will forward it to Members for discussion and/or approval.
- c. Grant applications
The Clerk has no news to report on the grant application submitted to the London Marathon Charitable Trust for improvements to the Eastwood Road play area, the Planning Infrastructure Contribution Fund application for the purchase of a dishwasher for the Village Hall and the application to the Localism Grant for minor highways works in the Parish.
She is preparing applications for the Environmental Improvements Fund and the High Street Improvements Fund which will be submitted by the end of June.

Clerk

Clerk

80/16 **Points of information**

- a. The Clerk reported that she is would like to take holiday from 29th July to 15th August. She wondered if an August issue of Bramley Update would be necessary.



- Members agreed that the August issue could be issued prior to the end of July. The Clerk to mention in the July issue that the next edition will be issued early.
- b. The Chairman proposed that for future meetings, the Clerk should issue a report containing all Correspondence prior to the meeting. Members agreed that this would be a good idea. The Clerk to action.

Clerk

Clerk

81/16 **Matters for future discussion**

- a. Land at Fisher Rowe Close (see 78/16-b-ii).
- b. Lighting on the High Street (see 78/16-d-ii).

The meeting closed at 8:32pm

Agreed and signed Chairman, 21st July 2016