



Minutes of a Meeting of Bramley Parish Council
Held remotely via Zoom on 17th September 2020, starting at 7:30pm

PARTICIPANTS

Mr R Seaborne, Messrs P Leung, R Stern, P Molineux, M Byham, A Coleman, T Hughes, Mrs F Stern and Mrs A Burrows. Mrs Victor, the Clerk was also present. There were no members of the public in attendance. Revd Andy Davis of Holy Trinity Church Bramley attended for the discussion concerning arrangements for Remembrance Sunday. Waverley Councillor Martin D'Arcy, County Councillor Victoria Young, PS Claire Sutherland and PCSO Philip Snow were unable to attend.

025/20 To receive apologies for absence

- a. No apologies for absence were received.

026/20 Declarations of interest in agenda items

None.

027/20 Co-option of Mrs Alison Burrows

- a. Following the withdrawal of the application for co-option onto the Council from Mrs Cookson in July, the co-option of Mrs Burrows was unanimously agreed by Members. Mr Seaborne welcomed Mrs Burrows to the Parish Council.

028/20 Remembrance Sunday

Members and Revd Andy Davis discussed how the church and the Parish Council can combine to arrange the commemoration this year, taking place on 8th November. Due to the current government guidelines during the Covid-19 pandemic, this event cannot be carried out in the usual manner.

Options discussed included:

- Holding the wreath-laying ceremony in the churchyard at Holy Trinity church, on Gosden Common or in Bramley cemetery. The latter was rejected on health & safety grounds.
- The wreath-laying ceremony be an invitation only event.
- Possibility of transmitting the ceremony via Zoom or YouTube.
- Combining both the wreath-laying ceremony and church service and holding it within Holy Trinity church
- Holding the wreath-laying ceremony in front of the chapel at St Catherine's School

It was agreed that a feasibility study for each option should be carried out. The Clerk was asked to find out what other parish councils are planning and to ask Waverley Borough Council about whether they will allow any road closures this year.

029/20 Minutes of the meeting 16th July 2020

- a. Minutes of the meeting 20th July 2020 were agreed by the meeting as a true record. These will be signed by the Chairman at the next meeting held in person.

030/20 Matters arising from minutes 16th July 2020

- a. At the meeting in July, Mr Byham enquired whether the recovery of stolen bicycles by Surrey Police was by the Waverley force. PCSO Snow informed the Clerk that this was not in the Waverley area. He believes the post that Mr Byham saw may have been concerning the theft of a large number of bicycles in Cobham.

ACTION

Clerk



031/20 **Bramley Neighbourhood Police update**

- a. No report of recent crimes of public interest occurring in Bramley was received from the Surrey Community Policing team. The Clerk was asked to request that a monthly report is provided by Surrey Police for each Parish Council meeting.
- b. The Clerk received emails from 2 Bramley resident concerning noise pollution from motorbikes and high-performance cars on the A281. The Clerk had also received a telephone call from a Grafham resident about a large number of motorbikes speeding on the A281 through Grafham on Sunday 23rd August. The Clerk had raised this issue with PCSO Snow in June and asked if speed monitoring could be carried out by Surrey Police at weekends, particularly early in the morning. The Clerk followed this request up this week. PCSO Snow responded that the speed monitoring team do not work on Sundays, although monitoring on a Saturday may be possible. He advised the members of the public should report instances such as these to the Police at the time by calling 101 or 999 if there is a danger to the public. He suggested that speed monitoring may be possible provided more people report it directly to the Police and a regular day & time window is identified.

One of the residents who complained has also contacted Jeremy Hunt who will discuss with Surrey County Council the possibility of extending the 30mph speed limit to the north and south of the village on the A281.

Mr Seaborne reported that whilst the Community Speedwatch team are monitoring traffic (on approx. a monthly basis), only a few vehicles are witnessed to be speeding. The issue should be raised with Victoria Young however to lobby for a speed camera in Bramley.

The Clerk was asked to include in Bramley Update details of what the Parish Council is doing to try to combat speed:

- Community Speedwatch programme (invite residents to join. The more members there are, the more monitoring can be done)
- Requests to Surrey Police for more speed monitoring
- Lobby Surrey County Council for a speed camera
- Changes to speed limit to north and south of village.

As there is little more that the Parish Council can do to resolve this issue, residents should also be invited to contact Jeremy Hunt MP.

Clerk

Clerk

032/20 **Correspondence**

- a. Members reviewed the Correspondence received as detailed in the Correspondence report.
- b. The Clerk received an email from a resident requesting if wildflower seeds can be sown in some verges in Bramley. Members agreed in principle to this proposal. The Clerk will obtain details of verge mowing in Bramley from Waverley Borough Council and identify specific verges that could be reserved for wildflowers. Residents close to these areas should be informed and encouraged to adopt the areas to keep them tidy. Clerk to action.
- c. Inconsiderate parking on Barton Road and Eastwood Road
The Clerk has received complaints from 3 residents of Eastwood and Barton Roads about inconsiderate parking. In Barton Road, there is often cars parked on the blind corner close to Fisher Rowe Close, as well as residents not parking their cars on their driveways, but on the road, taking up spaces that could be used by other residents who do not have a drive. On Eastwood Road, there is a problem with

Clerk



cars parking too close to the entrance to the Eastwood Lodge spur, making it difficult to enter and exit the spur.

The Clerk was asked to prepare a letter to residents of Eastwood and Barton Roads to ask them to park considerately – keep clear of junctions and if they have the ability to park off the road, they should do so. Mr Seaborne, Mr Hughes and Mr Coleman volunteered to hand-deliver the letters if required.

Clerk

- d. Despite some action from Surrey Highways to resolve surface water drainage issues in Thorncombe Street that was first reported by a local resident in October 2019, the issue still exists. Surrey Highways informed the resident in August that the site has been placed on the “drainage investigation programme” and that a team will attend with a jetter and other monitoring equipment. There has to date been no action. Mr Coleman asked the Clerk to forward him the reference number for this issue and he will take it up with Surrey County Council.

Clerk

- e. Mr Seaborne received an email from a local resident to ask if there were any plans to upgrade the equipment in the Eastwood Road play area.

The Clerk reported that she is planning to meet Scott Armstrong at the play area to discuss how it could be improved. Some of the perimeter fencing is in need of repair and something could be done in the small patch of woodland to make it better for children. The equipment is all in reasonable condition, although some items could be scheduled for replacement within the next 5 years or so. Mr Hughes offered to attend the meeting between the Clerk and Scott Armstrong. Clerk to action.

Clerk

Mr Seaborne reported that there is a sum of around £5,000 available at Waverley Borough Council for playground improvements in Bramley.

Mrs Stern reported that she had a conversation with a resident of Halsey Meadows who is keen for some play equipment to be installed at the play area there. The Clerk was asked to check the Section 106 agreement for the planning application for Halsey Meadows to see what was agreed with regard to this play area as it is not known if the area is for use by the general public or residents of that estate only.

Clerk

- f. The Clerk received an email from a Clockhouse Lane resident who is concerned about possible development works on land to the rear of a neighbouring property without planning consent. He has contacted Waverley Borough Council who has advised him to speak to the planning enforcement team. Members agreed that this is the correct action to take. The Clerk will respond to the resident.

Clerk

033/20 **Waverley and Surrey County Councillors update**

- a. Mr Seaborne reported that Waverley Borough Council held a meeting in August to agree an emergency budget to manage the Covid-19 crisis. It was agreed that £3.5m be taken from Council reserves.
- b. Mr Seaborne reported that progress is being made on the Local Plan Part 2 which covers site allocations and traveller site allocations. No traveller sites have been allocated in Bramley meaning there will be no increase in the size of the Lydia Park traveller site, however planning permission has either been granted or is pending for a number of planning applications. The Waverley Overview and Scrutiny committee is reviewing LPP2. Mr d’Arcy sits on this committee. Mr Seaborne has asked Mr d’Arcy if no traveller sites have been allocated in the plan because it is expected that the pending planning applications will be granted. If the pending applications are not granted, further traveller sites will need to be found elsewhere in the borough.

034/20 **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 (NP) progress report.
- i. Mr Stern reported that 6 weeks has passed since the last meeting with Waverley Borough Council at which WBC agreed to discuss the apparent requirement for a Habitats Regulations Assessment (HRA) for Bramley with BASE and Natural England. As no feedback has been received from WBC, a second critique of the BASE statement has been submitted to the Planning Policy team at WBC. This has been acknowledged by Waverley and a full response is awaited.
- An HRA for the Cranleigh Neighbourhood Plan is being worked on and is expected to be completed at the end of September. If needed, this HRA could be used as a basis for a Bramley assessment. Mr Stern has the information needed to apply to Locality for consultancy support from AECOM if required.
- All Members were very supportive of Mr Stern's approach to this issue and thanked him for all of the work he has done to date.

035/20 **Report from Library committee**

- a. Mr Byham reported that the Operations Team have been working with Surrey Libraries and plan to reopen Bramley Library on Tuesday 13th October. The Library will be open on the usual days, but at reduced hours to commence with, and will only be offering a book borrowing facility at the outset. It is hoped that the PC and photocopying facilities will be made available from some time in November. There are currently no plans to offer Rhyme Time sessions.
- Surrey Libraries have provided appropriate PPE equipment for the volunteers and Perspex screens will be installed at the main desk. For the first few weeks, a member of the Operations Team will work on every shift so that any issues can be quickly resolved. Surrey Libraries has indicated that 3 volunteers are required on every shift.
- All books returned by borrowers will be quarantined for 72 hours before being placed back into circulation. In order to aid social distancing in the building, some of the furniture will be moved and stored in the meeting room. This means that the meeting room will not be available for hire for the foreseeable future.

036/20 **Report from Bramley Village Hall management committee**

- a. Mr Coleman circulated a report to Members following the first meeting of the Village Hall Management Committee held on 10th September.
- Mrs Burrows has agreed to join this committee, for which she was thanked. Mr Coleman also thanked the Clerk for the work she has done to ensure that the Village Hall is Covid-19 secure.

037/20 **Parish updates and actions**

- a. Pavilion and environs (including Gosden Common, Links Road)
- i. The Clerk reported that the Pavilion has been used throughout August by Bramley Cricket Club as well as by Stagecoach for a week-long workshop. The table tennis team is hoping to return in October.
- ii. The Clerk plans to arrange the Sports Pavilion Trust AGM for late September or early October. Clerk
- iii. The benches around Gosden Common have been assessed by Scott Armstrong. He believes that 1 or 2 of the benches can be repaired, but one of them is beyond repair. The Clerk has researched costs for a replacement, ranging from approx. £380 for a recycled plastic bench, £415 for a teak bench and £600 for a cast-iron framed bench.
- The Clerk was asked to circulate details of benches that are available along with costs to purchase and repair those already in place. Clerk
- iv. Waverley Borough Council has responded with a proposal for the renaming of Tanyard Lane to Tannery Lane / Gosden Common. The Clerk has discussed the



proposal with Patrick Molineux who believes the majority of residents will be content with the proposal. The Clerk will respond to Waverley Borough Council and request information on next steps.

Clerk

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

i. Mr Seaborne reported that tree branches are obscuring one of the streetlights on Station Road. The Clerk will identify which light it is and report it to the groundsman or lighting contractor as appropriate.

Clerk

c. High Street and environs (including Windrush Close, Old Rectory Close, Snowdenham Links Road and Lane)

i. The Clerk has received an anonymous report of a Windrush Close resident flytipping garden waste on the Downs Link. The Clerk will obtain photographs and report it to Waverley Borough Council if appropriate.

Clerk

ii. The Clerk is trying to arrange a time with Shaun Clark to discuss the overgrowing vegetation alongside the pavement at Forresters Farm.

Clerk

e. Grounds and Downs Link

i. The Clerk plans to visit the Eastwood Road play area with Scott Armstrong to review the condition of the fencing surrounding the area, some parts of which are in need of repair.

Clerk

ii. The Clerk reported that Shaun Clark has replaced the broken Parish Council mower with a suitable second hand machine.

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

i. A new noticeboard has been installed at Birtley Green. The noticeboard at Grafham is due to be replaced in the coming weeks.

038/20 **Finance**

a. Members approved the payments to the value £9,737.88. Details are set out in the payment listing at Appendix B. This listing will be signed by the Chairman at the next meeting that can be held in person.

b. Former school playing field

Following the discussion on the former school playing field by Members following the Planning Review committee meeting on 10th September, Mr Seaborne reported that he has contacted Victoria Young to ask for a perspective from Surrey County Council of what level of financial offer they would feel is reasonable. He also asked if Mrs Young could find out how SCC would feel about the construction of 1 or 2 houses on the land.

Mr Seaborne has outlined the options available in order to purchase this land to a resident of Woodrough Copse who will discuss the matter with the chairman of the resident's association. A response is awaited. He has also outlined the options to the Headteacher and Chair of Governors at the Infant School, both of whom approve of the concepts to date.

Mr Seaborne has approached the Planning team at Waverley Borough Council to find out if there are any Community Infrastructure Levy opportunities for this land. A response is awaited.

Mr Stern reported that he has contacted Mr McNaughton and hopes to meet with him soon to discuss the matter.

Mr Stern

c. 2019/20 Finance report and annual audit

i. The Clerk reported that she submitted the annual audit documentation for the 2019/20 financial year to the external auditor in early August. No feedback has been received to date.



The accounts are available for public inspection until 7th October.

- d. The Clerk reported that she will provide Members with an update on performance against budget after the end of the half-year (September). This should not include the Village Hall accounts, which it is hoped will be separated by then.

Clerk

039/20 Points of information and any other matters

- b. Christmas lights

The Clerk is planning to install Christmas lights on the tree in the centre of the village as usual. In past years this has been done by Epsilon Lighting. The Clerk requested if she could look into hiring a more appropriate cherry picker for this exercise this year, which would allow lights to be better displayed on the tree. Members agreed that subject to budget availability which will be apparent following the end of September, this would be a good idea.

Clerk

Mrs Stern will try to find out who did the light display on the tree outside the Snooty Fox in Shalford last year. She will also approach the shop owners in Bramley to find out if they would be agreeable to a better display on the High Street.

Mrs Stern

- c. Smith’s Charity Christmas vouchers

The Clerk reported that she will compile a list of residents to receive Christmas vouchers, to be agreed at the November meeting. If Members have any referrals to be included on the list, they should forward the details to the Clerk.

- d. Smith’s Charity grant request.

A request from a Bramley resident for a grant from the Smith’s Charity was received. Following discussion by Members, a grant of £250 was agreed. The Clerk to make the necessary arrangements and also ensure that the resident is aware of the Community Store in Godalming.

Clerk

The meeting closed at 9:20pm.

Agreed and signed Chairman, 22nd October 2020