



Minutes of a Meeting of Bramley Parish Council
Held remotely via Zoom on 19th November 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 3 members of the public in attendance. County Councillor Victoria Young, PS Claire Sutherland and PCSO Philip Snow were unable to attend.

	ACTION
053/20 To receive apologies for absence a. Apologies for absence were received from Waverley Councillor Martin d'Arcy.	
054/20 Declarations of interest in agenda items None.	
055/20 Review of Planning Applications a. Current planning applications were reviewed by Members and their comments recorded by the Clerk. The Clerk will submit the comments from Members to Waverley Borough Council. b. Mrs Darvill of the Wey & Arun Canal Trust answered questions from Members and those members of the public present on the application the Trust has submitted to Guildford Borough Council for the creation of approx. 1km of new canal from Shalford to Gosden Meadow.	Clerk
056/20 Minutes of the meeting 22nd October 2020 a. Minutes of the meeting 22nd October 2020 were agreed by the meeting as a true record. These will be signed by the Chairman at the next meeting held in person.	
057/20 Matters arising from minutes 22nd October 2020 a. Remembrance Sunday Mr Seaborne reported that the service that took place on Remembrance Sunday was broadcast via Zoom, on Facebook and on YouTube. Only positive feedback has been received. Mr Seaborne thanked all Members for their input and involvement. b. Christmas lights The Clerk reported that she has discussed the installation of Christmas lights on the tree in the centre of the village with the groundsman. He has a contact with a cherry picker who can install the lights. The Clerk has the purchase of additional lights in hand.	Clerk
058/20 Bramley Neighbourhood Police update a. The Clerk reported that she had just received a report on crimes of public interest, as follows: <ul style="list-style-type: none">• Overnight on 28th October fencing on Tannery Lane was forced and broken to gain access to a building site. Two plant vehicles were stolen.• On 31st October a resident of Home Park Close was a victim of a scam. Bank details were given to a caller stating that they worked for BT. The scammer then gained access to the resident's computer remotely.• Overnight on 10th November a shed at a property on Snowdenham Lane was broken into and a chainsaw stolen.	



059/20 Correspondence

- a. Members reviewed the Correspondence received as detailed in the Correspondence report.
- b. The Clerk received an email from an Eastwood Road resident to ask if the Parish Council would consider the installation of electric vehicle charging points in Bramley. These could be used by residents who do not have off-street parking. Members agreed that this proposal would be included as part of the budget discussions for 2021/22.
- c. Since producing the Correspondence report, the Clerk has received an email from the Head of Acquisitions and Disposals, Land & Property at Surrey County Council with a proposal to lease the former school playing field to the Parish Council at a peppercorn rent, with suggestion that the Parish Council procure delivery of a small scale affordable housing development (4-6 units).
Members agreed that it is a constructive proposal that requires further discussion and consideration. It was agreed that a separate sub-committee, made up of Mr Seaborne, Mr Stern, Mr Molineux and the Clerk, should be established to take this matter forward. The Clerk was asked to respond to Surrey County Council to request a meeting to discuss the proposal further.

Clerk

060/20 Waverley and Surrey County Councillors update

- a. Mr Seaborne reported that the consultation period for the Waverley Local Plan Part 2 is due to run from 27th November until the end of January.
- b. Waverley's strategy to tackle climate change has been redrafted, but Mr Seaborne feels the plan is still not sufficiently dynamic. He will continue to push for more focus and action to be included in the strategy.
- c. Mr Seaborne reported for information that the water system at Blunden Court is in the process of being renewed in order to resolve legionella concerns.
- d. A boundary review for Waverley is due to be carried out by the Boundary Commission. This is despite the discussions that are ongoing for the creation of a unitary authority for Surrey.

061/20 Bramley Community Support scheme

- a. The Clerk reported that since the recommencement of the Community Support scheme during the national lockdown, 32 local residents have volunteered to support Bramley residents who need assistance. To date, 2 residents have requested assistance with basic shopping. Assuming that the national lockdown will end in early December, the Clerk was asked to thank all those who have volunteered. The official support network will cease once restrictions are lifted, but if any residents still require any support, the Clerk can be contacted.
- b. Mr Seaborne received details about a Community Heroes scheme being co-ordinated by Jeremy Hunt MP. The scheme will acknowledge and celebrate community individuals and groups who have worked selflessly to help others in their local communities during the Coronavirus pandemic. Mr Seaborne will circulate the details of the scheme for Members and the Clerk to submit nominations of anyone they feel should be recognised in Bramley.

Mr
Seaborne

062/20 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. It was noted that no decision has as yet been made on the traveller site planning applications north of Lydia Park. Mr Seaborne reported that there has been a change in staffing and the Officer assigned these cases has not as yet reviewed the applications.



- b. Neighbourhood Plan (NP) progress report.
 - i. Mr Stern reported that the visitor range data in the AECOM and Natural England reports has been revised to 10km, and that small developments would not be affected by this data. Waverley Borough Council has therefore confirmed that a Habitats Regulation Assessment is not required for the Bramley Neighbourhood Plan. The plan is now being reviewed by Natural England and other statutory consultees. Following this, we will be in a position to officially resubmit the plan to Waverley for the Regulation 16 consultation.
- c. Update on Dunsfold Park Masterplan
Mrs Stern reported that she has viewed many presentations on the masterplan. None of the details she has viewed to date include any information on the impact of the development outside of the site. Dunsfold Park has submitted a planning application for a new roundabout to the development from the A281.

063/20 **Report from Library committee**

- a. The Clerk circulated a report from the Library Operations team to Members. The Clerk specifically drew Members' attention to the considerable work that the Operations Team have done in order to keep Bramley Library open during lockdown and suggested that the Parish Council could show appreciation to the 4 members of the team by sending each of them some flowers. This was agreed by Members. Clerk to action.
Mr Seaborne suggested that the team may be a suitable nomination for the Community Heroes scheme. Clerk to review and action accordingly.
The Clerk was asked to find out how busy the Library has been since opening.

Clerk

Clerk

Clerk

064/20 **Report from Bramley Village Hall management committee**

- a. Mr Coleman circulated a report from the Village Hall Management committee to Members. This was noted by Members.

065/20 **Parish updates and actions**

- a. Pavilion and environs (including Gosden Common, Links Road)
 - i. The Clerk reported that since the report towards the end of October of a road traffic accident involving a bus and a car at the chicane near to the end of Links Road, a further incident occurred last weekend. A car left the highway in the same location and crashed into a fence that had only recently been after the last incident.
Mr Seaborne reported that he has collated road traffic accident data in this location showing there have been 9 incidents in the past 5 years. He is working with Jeremy Hunt MP to present this information to Surrey Highways, who believe there is no issue at the location.
- b. Station Road and environs (including Hall Road, Eastwood Road and Barton Road, Linersh Wood)
 - i. Mr Seaborne asked the Clerk to arrange for the tree branches that are shadowing the streetlight near to the Business Centre to be trimmed. The Clerk confirmed that she has already asked the groundsman to do this. She will ensure this work is carried out.
 - ii. Mr Hughes reported that he has surveyed the gates at the Downs Link on Station Road and recommends that they are painted in Spring 2021. Clerk to action.
- c. High Street and environs (including Windrush Close, Old Rectory Close, Snowdenham Links Road and Lane)
 - i. Road safety at Bramley Infant School

Mr
Seaborne

Clerk

Clerk



Mr Seaborne reported that traffic data on the A281 near the Infant School has been collected by Surrey Highways. A request has been submitted by the Infant School to view this data. Should it not be forthcoming, it will be requested through a Freedom of Information Act request.

One of the parents at the School has purchased temporary signage to be placed on pavements near the school at drop-off and collection times to alert drivers of the school. The cost of this signage was crowdfunded. Due to repeated reporting by members of the community, the vehicle activated signage located south of Birtley Rise on the A281 has also finally been repaired. The Clerk was asked to include this information in the next issue of Bramley Update.

Clerk

- ii. The Clerk reported that she has been contacted by a resident of Old Rectory Close to complain about the number of wheelie bins that are always situated at the front of Windrush House. They are always full and an eyesore. She believes that if some of the shrubs at the rear of the property are cleared, there would be space to install a bin store, so keep them out of sight. Mr Byham reported that a few years ago he contacted the agent for Windrush House to ask that the bins be stored at the rear of the property. This request was unsuccessful. The part of land that the bins are currently stored on are not part of the pavement, but on land owned by Windrush House. Mr Byham will send the contact details of the agent to the Clerk so she can politely write again to the agent with this request.

Mr Byham
Clerk

- iii. The Clerk reported that the groundsman has been able to trim the trees next to the stream at the end of Windrush Close.
- iv. The Clerk reported that one of the pavement lights on the alley between Chestnut Way and Birtley Road is not working. Epsilon Lighting has advised that lantern is damaged beyond repair and they can no longer get ballast, ignitor or capacitor for this particular model. They have suggested an alternative (LED) lantern at a cost of £325 to purchase and install. Members approved this expenditure. Clerk to action.
- v. Mr Seaborne reported that an installation date for the cycle rack in the village centre is expected shortly. It is hope that the cycle ramp from the Downs Link to Windrush Close will be done at the same time.
The Clerk reported that she is still awaiting a quote for the new signage for the Downs Link.

Clerk

d. Grounds and Downs Link

- i. The Clerk reported that the groundsman has cleared much of the overgrowing vegetation, removed the dead trees and cut back other trees at Forresters Farm. The Clerk will speak to the owner of Forresters Farm to confirm that this work has been done and ask her to erect some fencing to prevent soil encroaching onto the pavement.
- ii. The Clerk received a report of a Bramley resident who tripped on a piece of old metalwork that is protruding from the ground at the entrance to the Downs Link on Station Road. It is situated on unpaved land between the Business Centre car park and the Downs Link, and it believed to be a piece of the old railway line. The resident was bruised but otherwise unharmed. The Clerk has asked the groundsman to try to dig the metalwork out of the ground.
- iii. The Clerk reported that she will arrange for a full sweep of the Downs Link to take place once the majority of the leaves have dropped from trees. Members agreed

Clerk

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Clerk



that this should be done sooner rather than later, and that the Clerk should agree in advance the parameters of the work to ensure the path is fully clear of leaves and other vegetation once completed.

A second sweep should be done in the new year if needed.

Clerk

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

- i. Nothing to report.

066/20 **Finance**

- a. Members approved the payments to the value £3,571.10. 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. Draft Budget 2021/22

- i. The Clerk circulated a draft budget for 2021/22 for the Parish Council. Members were asked to send suggestions for Major Projects to the Clerk by the end of the month, so that a prioritised list of projects can be drawn up and costed, for discussion at the December meeting. The installation of electric vehicle charging points in the village should be included on this list.

All Members

Members agreed that the Precept should remain at a similar level to last year and that the Parish Council reserves should be increased to around £60,000. These reserves should be held to cover future possible damage to any Parish Council asset.

Members agreed to provide a grant to Bramley Village Hall to the value of £6,750 to cover loss of income this year due to the Covid-19 pandemic. Clerk to include this sum in the budget figures.

Clerk

- c. The Clerk circulated to Members details of a new community fund that has been launched by Surrey County Council. The £100m fund is for projects that make a real difference to communities in Surrey. There is a set of criteria that each application must meet. The fund is for capital, one-off costs, not for ongoing running and maintenance costs. Applications must fit with the aims of Surrey's Community Vision and must have the support of the local community. Members agreed that suggestions should be invited from the community, to be submitted by Christmas. Mr Seaborne will post the details on the Bramley Update Facebook page. The Clerk was asked to include the information in the December issue of Bramley Update.

Mr Seaborne Clerk

067/20 **Points of information and any other matters**

- a. Calendar of meetings for 2021

The Clerk circulated a suggested list of dates for Parish Council meetings in 2021. These were all agreed by Members. The Clerk will publish the list on the Parish Council website and on the parish noticeboards.

Clerk

The meeting closed at 9.22pm.

Agreed and signed Chairman, 17th December 2020