



Minutes of the Meeting of Bramley Parish Council
Held at Bramley Village Hall on 21st July 2022, starting at 6:00pm

PARTICIPANTS

Mr P Leung, Messrs T Coleman, R Seaborne, B Stern, M Byham, T Hughes, Mrs A Burrows and Mrs F Stern. The Clerk and Assistant Clerk were also present as well as PC Gavin Greenaway, PCSO Claire Thayer and County Councillor Deanus. There were 3 members of the public in attendance.

ACTION

059/22 To receive apologies for absence

- a. Apologies for absence were received from Mr P Molineux, Borough Councillor d'Arcy and the Assistant Clerk.

060/22 Declarations of interest

- a. None.

061/22 Minutes of the meeting 16th June 2022

- a. Minutes of the meeting of 16th June 2022 were agreed by the meeting as a true record. These were signed by the Chairman.

062/22 Matters arising from minutes of the meeting of 16th June 2022

- a. The Clerk reported that she has responded to the Surrey County Council Senior Woodland Officer giving details of the possible locations for tree planting in the parish, on the Chestnut Way play area and at the junction of Run Common Road with the A281. The officer will investigate the possibility of tree planting in these areas with the landowners, Waverley Borough Council and Surrey County Council.
- b. The Clerk reported that she has submitted all the required documentation on the 2021/22 accounts for external audit and published the unaudited accounts on the Parish Council website. The auditor has acknowledged receipt and a further response is expected in the coming weeks.

063/22 Bramley Neighbourhood Police update

- a. The Clerk circulated details received from PC Greenaway reporting that between 10th June and 14th July 2022 there had been 25 crimes of which 8 were of public interest:
 - 13th June – Criminal damage – Puncture to a vehicle tyre on The Range, believed by victim to be on purpose. No positive lines of enquiry – filed.
 - 20th June – Public Order offence on Horsham Road. Argument between neighbours over parking. Words of advice given, one word against the other – filed.
 - 21st June – Make off without payment from petrol station on the High Street. Failed to pay for petrol and driven off. Petrol Station taking civil action – filed.
 - 21st June – Make off without payment from petrol station on the High Street. Failed to pay for petrol and driven off. Petrol Station taking civil action – filed.
 - 27th June – Public Order offence on Tannery Lane. Male has pushed and shouted at teacher on school trip. Male arrested and charged.
 - 1st July – Criminal Damage on Horsham Road. During road rage incident have punched wing mirror. Under investigation.
 - 7th July – Theft from petrol station on the High Street. All the Fire Extinguishers have been stolen from petrol forecourt. Under Investigation.
 - 9th July. Theft on Birtley Road. Theft of sensors from Traffic Lights. No positive lines of enquiry.



- b. The Clerk mentioned that the shelter at Bramley Station had recently been vandalised on a few occasions and asked if the Community Police would be able to keep an eye on the area. The Clerk did not report the incidents to the Police. PC Greenaway stressed the importance of reporting crimes to Surrey Police however minor they may seem. If the Community Policing team is not aware of any problems, they are unable to act.
The Clerk will report such incidents in future.

064/22 **Correspondence**

- a. Members noted the Correspondence report circulated by the Clerk.

065/22 **Waverley and Surrey County Councillors update**

- a. Mr Seaborne's reported that at the Waverley full Council meeting that took place on 19th July:
 - i. It was noted that Waverley borough has taken in more Ukrainian refugees than any other borough.
 - ii. There is a council-owned property in Windrush Close in Bramley that has been empty for 15 months. It is anticipated that a family will be moving in within the coming weeks.
 - iii. Members voted to approach the High Court to seek permission to challenge the Secretary of State's planning appeal decision to overturn Surrey County Council's refusal of planning consent for an exploratory well and side-track at Loxley. It was noted that UK Oil & Gas are now looking for a business partner to finance the drilling of the well. Mr Seaborne reported that this will be a costly exercise for Waverley Borough Council.
 - iv. The Leadership team merger between Waverley and Guildford Borough Councils is continuing and the appointment of 3 Directors has been agreed.
 - v. The Council has discussed and agreed the proposed changes to ward boundaries in the borough. For the proposals submitted by Bramley Parish Council, the changes to the boundary at Whibley Manor Farm and Hascombe have been approved and consent for these changes will now be sought from the Local Government Boundary Commission for England. The remaining 3 proposals submitted for Bramley were not approved by Waverley.
- b. Consultation on draft Waverley Climate Change and Sustainability SPD
The Clerk circulated a draft response from Bramley Parish Council to the consultation on the above Supplementary Planning document.
This response was agreed by Members. Clerk to submit it to Waverley Borough Council.
- c. Surrey Cllr Deanus reported that:
 - i. He has recently received many complaints about the bus service delivered by Stagecoach. Many of the scheduled buses are being cancelled. Surrey County Council has raised this issue with Stagecoach, who state this is due to the shortage of bus drivers. The Council will continue to work with the bus company.
 - ii. The Clerk reported that she had still not received any response from Surrey Highways following her application in January for the installation of a grit bin on Chestnut Way, to be funded by the Parish Council. Cllr Deanus reported that he has followed this up with Surrey Highways and copied in the portfolio holder for highways. It is hoped this will be resolved in the near future.
 - iii. Cllr Deanus noted the proposals being worked on by a group of Parish Councils for a Twenty's Plenty campaign. He reported that such a campaign will not be enforced by Surrey Police, so Surrey Council Council is unlikely to support it.

Clerk



066/22 **Committee Actions**

a. Planning Review Committee

- i. The list of current planning applications and draft comments from Mr Hughes were reviewed by Members.

Members agreed the draft comments from Mr Hughes. The Clerk will submit Members' comments to Waverley Borough Council.

- ii. Review of Planning report

Members noted the Planning report circulated by the Clerk.

b. Library Committee

- i. A report from the Library Operations team was received by the Clerk.

- The Summer Reading Challenge has been launched in Surrey libraries and several children have already signed up via the new IT system. This is now a very easy registration process if the children are already library members. The challenge runs until 17th September. Two Storytime Art sessions are planned during the school holidays, on 9th and 23rd August.
- The Volunteers Tea Party on 16th July was well attended and everyone was very appreciative of the event. The Operations Team thanks the Parish Council for funding this event.
- Due to the current high temperatures, the air conditioning system is running at full capacity, with resultant water dripping into the junior library. This is a perennial problem which hasn't been permanently fixed on previous engineering visits. This issue will be discussed at next Ops meeting.
- There is a suggestion to move the weekly Rhymetime sessions from Friday morning to the afternoon (at the request of the new leader). Opinions on this will be canvassed from current attendees. These sessions are very popular as it runs at the moment.

c. Village Hall Management Committee

- i. Mr Coleman reported that the management committee has a meeting on 28th July in which current Village Hall matters will be discussed.

d. Resilience Committee

- i. Mr Hughes reported that he has circulated the draft updated Bramley Emergency Plan to Members. A requirement for an annual review of the plan has been added, and maps using "What3Words" will also be added in the near future, following a walk of the critical flood areas to be scheduled in the coming weeks.

Mr Hughes asked Members to send any comments on the draft plan to him.

e. Highways Committee

- i. Mrs Stern reported that 8 new volunteers for Bramley Speedwatch have been signed up. They will attend a training session which will take place in early August.
- ii. Following the report in the July issue of Bramley Update about the suggested "Twenty's Plenty" campaign to be progressed with neighbouring parishes, the Clerk received an email from a Bramley resident who believes that Surrey Highways are unlikely to provide any speed monitoring equipment through the village. He has offered to contribute £50 for 20mph signage and suggests that other residents would also be prepared to contribute and asked that this idea be discussed by full Council.

Members agreed it would not be possible for the Parish Council to install such signage as this is the responsibility of the Highways authority.

The Clerk will respond to the resident accordingly.

Clerk

Members

Clerk

067/22 **Parish updates and actions**



- a. Pavilion and environs (including Gosden Common, Links Road)
- i. The Clerk received an email from a Gosden Common resident who has continued concerns about the 2 public bins on the common. One is rarely emptied, and another is open-topped. Rubbish from this bin is regularly spread on the ground by foxes and birds. He has raised this issue on various occasions with Waverley, but no action has been taken.
- Mr Seaborne has raised issue with the Waverley Environmental Enforcement Officer, who has spoken to the resident. He suggests that the 2 bins are replaced with one, larger closed bin at a cost of £474. He has suggested that a contribution to this cost from the Parish Council could speed this process up.
- Members asked the Clerk to find out what type of bin will be installed as birds are able to get into some of the closed bins.
- Mr Seaborne reported that the issue is that the bins in Bramley are not emptied frequently enough. Currently Waverley Borough Council only act on reports submitted via their website of bins that are full. He has requested that a specific regular route around the bins in Bramley is established by Waverley Borough Council.
- ii. Following the report in the Parish Council meeting in June, the Clerk updated Members on the following issues:
- Benches on Gosden Common in need of repair:
The Assistant Clerk has discussed these with Grasstex. One of the benches needs to be replaced. Depending on the cost, this could possibly be funded by Waverley's S106 fund. A quote is awaited.
 - Grasstex plan to clear the overgrowing vegetation at the goose pound at the end of Links Road.
 - The Clerk has cleaned the black and white posts near the pedestrian refuge at the end of Links Road.
- iii. The Clerk reported that the Pavilion has recently been hired on a few occasions by Surrey First Aid Training. They plan to hire the facility for future courses in the coming year. This will bring additional income to the Pavilion Sports Pavilion Trust.
- b. Station Road and environs (including Hall Road, Eastwood Road and Barton Road, Linersh Wood).
- i. Nothing to report.

Clerk

The meeting closed to allow the public session.

2 residents of Old Rectory Close attended the meeting to discuss the repairs required following the damage to the wall at Rhens Place caused by a tree in the Old Rectory Close car park. The Parish Council has obtained an estimate of £3,000 for the repairs. The residents have obtained 2 quotes of £2,700 and £6,000 for the repairs. The resident's association has agreed to pay for half of the cost of repairs and asks the Parish Council to fund the remainder.

The residents have checked their insurance policy which does not cover the cost of the repairs. They have also checked the deeds to their flat which does not include details of who owns the wall in question.

Mr Leung suggested that it is difficult for the Parish Council to agree to fund the repairs until the ownership of the wall is established. The Clerk has undertaken extensive research into this, but to date has been unable to find out who owns the wall.

In addition, as the damage was caused by a tree on land that is not owned by the Parish Council, Members feel that the Parish Council is not in a position to spend public money for the repairs. Parish Council members will discuss and investigate this issue further and will respond to the residents.

Mr Joe O'Connell attended the meeting to discuss a proposal from the Bramley Village Society to plant a tree on the land in front of Bramley Library to commemorate the Queen's Platinum Jubilee. It is proposed that an indigenous tree would be planted where the large fir tree is currently sited, which



Members have previously suggested that it is too large and could be felled (a quote of £420 has already been obtained for the felling of this tree).

Mr O’Connell stated that the Bramley Village Society has agreed to purchase the new tree and would be planted by volunteers. The proposal included the production of a commemorative plaque to match other plaques in Bramley, to be installed in front of the tree. It was suggested that the Village Society and the Parish Council could share the cost of a plaque. The Clerk was asked to obtain a quote for a plaque.

Mr O’Connell also reported that a sign to commemorate the 1977 Jubilee which was installed on the land closed to the wine press fell down some time ago and is in need of refurbishment. Mr O’Connell has retrieved the sign and placed it in the BVS store. The BVS hope that the Parish Council will fund the cost of refurbishment, for which one quote of £1,200 has been obtained. Mr Seaborne will forward the details of a sign restorer who has previously worked on signs in Holy Trinity Church to Mr O’Connell, who agreed to obtain a further quote.

Members agreed that once the above quotes have been obtained, the proposal will be discussed further.

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| <ul style="list-style-type: none"> c. <u>High Street and environs (including Windrush Close, Old Rectory Close, Snowdenham Links Road and Lane)</u> <ul style="list-style-type: none"> i. Wall at Rhens Place
Further to discussion during the Public Session regarding the damaged wall at Rhens Place, the Clerk was asked to contact the Surrey Association of Local Councils to request some legal advice on the issue. | Clerk |
| <ul style="list-style-type: none"> d. <u>Grounds and Downs Link</u> <ul style="list-style-type: none"> i. The Clerk reported that both sets of steps from the Downs Link to Windrush Close have been repaired by a volunteer group on behalf of the Surrey Rights of Way team. This team also cut back much of the overgrowing vegetation encroaching the path north of Windrush Close to the station gates. The Clerk noted that overgrowing nettles and brambles at the entrance to the Downs Link opposite Birtley Rise has not been cut back. She has contacted Surrey Rights of Way about this. A response is awaited. ii. The Clerk received a request from a Bramley resident for the installation of a ramp from the Downs Link to Windrush Close to aid those with pushchairs, wheelchairs and mobility scooters. Mr Seaborne reported that this proposal had been researched previously but would cost in the region of £30,000, which would be too costly for the benefit it would provide.
The Clerk will respond accordingly to the resident. | Clerk |
| <ul style="list-style-type: none"> iii. The Clerk circulated to Members a link to the draft survey for the Eastwood Road play area regeneration project, prepared by the Assistant Clerk. The survey can be issued at no cost, with a limit of only 10 questions. If further questions are added, this will incur a cost of £99 per month.
Members had not reviewed the draft survey and asked the Clerk to resend the link. The Clerk suggested that this survey should not be issued until the end of the school summer holidays, in order to obtain a higher number of responses. This was agreed by Members. | Clerk |
| <ul style="list-style-type: none"> iv. The Assistant Clerk has received amended quotes from contractors for a replacement bench at Coronation Oak and signage from the Downs Link to the village centre. The costs of these total £3,100. There is £3,963 available in Waverley’s S106 fund for environmental improvements in Bramley. The Clerk and Assistant Clerk are in the process of obtaining quotes for a replacement bench at Gosden Common which is irreparable as well as installation of lighting on the path from Hall Road to Windrush Close. Although the latter is likely to be more | |



expensive than S106 funds available, St Catherine’s School has indicated that they may be willing to contribute to the cost of this.

The Clerk and Assistant Clerk will continue to progress this matter with a view to applying to Waverley for a S106 grant for the entirety of the funds available.

Clerk /
Asst Clerk

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

068/22 Finance

- a. Payments listed at Appendix B (circulated)
Members agreed payments between 10th June and 14th July 2022, to the value of £16,216.30. The Clerk asked Members to note that £6,110 of this amount was the first instalment for the fireworks for the annual fireworks display. £5,091 has been reimbursed to the Parish Council by the Bramley Bonfire committee. The listing was signed by the Chairman and returned to the Clerk.

069/22 Points of information and any other matters

- a. Clock at Bramley Infant School
The Clerk reported that the cost of repairs to the clock at Bramley Infant School (revised quote of £1,677.60 inc VAT received from Gillett & Johnstone) will be discussed by the Village Hall management committee at their next meeting taking place on 28th July.
- b. Fire on Hurst Hill
Firefighters were called to a fire on Hurst Hill on 19th July which took them 5 hours to put out due to difficulty of access. Clerk reported incident with pictures on Facebook and warned about dangers of lighting fires in woodland, especially in hot weather.
- c. The Clerk was asked to circulate the Registers of Interests that she currently holds for them to update.
- d. Due to the recent rise in cases of Covid-19, Mr Leung asked Members if they wished to continue to hold Parish Council meetings in the main hall, or in the smaller meeting room. It had previously been agreed that meetings from September onwards would take place in the meeting room.
Members agreed to hold meetings from September to December in the main hall. This will be reviewed at the December meeting, depending on the Covid situation at that time.
Clerk to book the main hall accordingly.
- e. Mr Leung reported that he has made progress on the repairs to the station shelter following the recent vandalism. He plans to make the repairs in the coming weeks.

Clerk

Clerk

Mr Leung

The meeting closed at 19:05.

Agreed and signed Chairman, 15th September 2022