



BRAMLEY PARISH COUNCIL

REPORTS PACK

Meeting of 17th March 2022

BRAMLEY PARISH COUNCIL CORRESPONDENCE REPORT**MARCH 2022****Minute ref 028/22 – Correspondence** (10th February to 9th March 2022)

Ref	Sender	Details	Clerk action or recommendation
1.	English Rural	Request to Clerk to confirm local connection for 2 applicants for shared ownership property at Webster Court.	Clerk check and confirmed local connection. No further action required.
2.	Various residents	Concerns raised over the planting of a line of trees along the boundary of the Bonfire Field. Residents contacted the Clerk to ask if there are any plans for new housing to be developed on the field.	Clerk contacted the landowner's agent, who confirmed that there are currently no plans to develop housing on the site. The trees have been planted to provide some screening.
3.	Surrey County Council	Notification of preparations being put in place to clear fallen trees due to storms, with details on how to report highways issues through SCC website.	Clerk noted and forwarded information as required.
4.	Various residents	Reports of fallen trees around the parish following Storm Eunice.	Clerk forwarded link to SCC online reporting service for residents to report themselves.
5.	Linersh Wood resident	Request to unlock the metal post located at the access to the Downs Link close to Birtley Rise to enable a tree contractor to gain access for a chipper for some tree work being done in the resident's garden.	Clerk does not have the key for this post. Contacted Surrey Rights of Way to request the key. No response received to date.
6.	Bramley Village Society	Invitation for the Parish Council to have a table at the Bramley Showcase event on 29th March.	Clerk forwarded to Assistant Clerk to coordinate. Confirmed that the Parish Council will take a table and the Chairman will say a few words at the event. Asst Clerk asked Members if there are any specific messages to be communicated at the event. No feedback received to date. To be discussed at March PC meeting.

Ref	Sender	Details	Clerk action or recommendation
7.	Bramley Infant School	Request for grant of £1,198 to fund purchase of a new defibrillator. The equipment currently available at the school is not suitable to be used on children.	To be discussed at March PC meeting.
8.	Kevin Deanus, SCC Councillor	Following requests from Clerk for Cllr Deanus to raise the issue of broken handrail and failed steps on footpath from Snowdenham Links Road to Snowdenham Lane (first reported to SCC in December 2020), SCC Countryside Access Officer confirmed that a volunteer team will carry out some works on the path in early March. Works have now been completed and photographs received from Cllr Deanus.	Clerk informed resident who first reported this issue. No further action required.
9.	Waverley Borough Council	Notification that 2 planning applications on Clockhouse Lane and Wey & Arun Canal will be discussed by Waverley Eastern Committee on 9th March. Representative from Parish Council invited to speak.	Clerk forwarded to Members. No requirement for Parish Council to be represented. Cllr Seaborne called these applications in, so will attend the meeting.
10.	Kevin Deanus, SCC Councillor	Clerk requested assistance in progressing the application for the installation of a grit bin on Chestnut Way. Application submitted on 27th January. SCC automated email received stating that a response will be provided within 28 days. No response received from Surrey Highways to date. Cllr Deanus confirmed that he will chase this up. Funding for the grit bin has been received from Cllr Deanus' Members Allocation, on condition that installation of the bin is permitted. If the application is unsuccessful, the funding will need to be repaid.	Clerk to continue to follow this up with Surrey Highways and Cllr Deanus.
11.	The Hunt Group	Responses received to set of questions submitted to The Hunt Group from residents and the Parish Council regarding the initial plans to build a boathouse at Bramley Millpond.	Clerk forwarded to Members and to residents who submitted questions / expressed an interest in the project. Clerk asked The Hunt Group for a copy of flood risk report referenced in the responses. Clerk also requested that, once plans have been developed further, The Hunt Group present the proposal at a public

Ref	Sender	Details	Clerk action or recommendation
			meeting to be arranged, prior to any planning application being submitted to Waverley BC. Flood risk report and confirmation that further plans will be discussed with Parish Council prior to any planning application is submitted.
12.	High Street resident	Renewed concerns over the speed of traffic along the A281. Resident has witnessed cars travelling at speeds far in excess of the speed limit. She has also spoken with parents of children at Bramley Infant School, who worry about walking their children to school. One parent is apparently considering moving their children to another school as it is so dangerous to walk to school. The resident asks if there is anything else that the Parish Council can do to address this issue with Surrey Highways.	To be discussed at March PC meeting.
13.	Wey & Arun Canal Trust	Notification that Trust volunteers will be clearing some fallen trees from the river at the aqueduct on 9th March, despite this being the responsibility of the Environment Agency.	Noted. No further action required.
14.	Surrey County Council Director of Environment	Email received regarding the difficulties the Parish Council had in being able to receive any free trees in the recent tree planting scheme. This was due to land ownership issues. There may be an opportunity to access grant funding for tree planting at the next planting season.	Clerk acknowledged response and asked to be kept informed of any future schemes.
15.	Brambles Park resident	Request for some lighting to be installed on the path leading from Hall Road to Windrush Close. It is very dark at night and the surface is uneven.	To be discussed at March PC meeting.
16.	2 Bramley residents	Emails received requesting details of the Parish Council's suggested changes to the parish boundary, following the article in the March Bramley Update.	Clerk forwarded information on the proposed changes to the residents.
17.	Blunden Court resident	Request to use the library as a distribution point for hearing aid batteries to residents of Bramley. The resident would be in the library for 1 session per month and the service would be advertised through various village channels.	Clerk to discuss the idea with the Library operations team.

Planning Review Committee meeting 17th February 2022

<p>WA/2020/0004</p>	<p>LAND AT COORDINATES 502910 142158, WEY AND ARUN CANAL, RUSHETT COMMON, BRAMLEY Erection of new bridges, construction of new canal cut, new footpaths and landscaping (as amended by plans received 24/06/2021).</p>
<p>In July 2021, Bramley Parish Council had no objection in principle to what the Wey & Arun Canal Trust is trying to achieve in this location, but support of the scheme was conditional on the Wey & Arun Canal Trust satisfying the requirements from the Environment Agency, which at that time was objecting about the adequacy of the flood risk assessment.</p>	
<p>Members note that the Environment Agency has now removed its objection on fluvial flood risk grounds, subject to a number of conditions.</p>	
<p>Bramley Parish Council confirms that it has NO OBJECTION to this application, subject to the Environment Agency’s conditions being met and the following:</p>	
<ul style="list-style-type: none"> • In accordance with Bramley Neighbourhood Plan policy BNP-E2: Creation and Preservation of Wildlife Corridors and Habitats, there will be no loss of connectivity and free movement of wildlife along wildlife corridors and habitats; and • In accordance with Bramley Neighbourhood Plan policy BNP-I3: Encouraging Journeys on Foot and by Bicycle, as a result of these works, the width of the Downs Link is not made narrower than the widest section of the current Downs Link, both during the construction phase and on completion. 	
<p>Members have noted the objections submitted on this application in relation to the reinstatement of the railway along the Downs Link. According to a Bramley Parish Council survey of residents carried out in 2017/2018 on the use of the Downs Link through Bramley, the majority of respondents were strongly against the restoration of a railway connecting Cranleigh to Guildford. More than 65% of respondents were strongly supportive of maintaining the Downs Link as a pedestrian, cycle and equestrian right of way.</p>	
<p>WA/2022/00480</p>	<p>HIGHWOOD, MUNSTEAD PARK, GODALMING, GU8 4AR Certificate of Lawfulness under S192 for erection of two outbuildings for incidental use to the enjoyment of the dwelling house.</p>
<p>Bramley Parish Council has NO OBJECTION to this application, but asks Waverley officers to note that multiple Certificates of Lawfulness have already been approved at this property over the last few years.</p>	
<p>WA/2022/00540</p>	<p>PINKS HILL FARMHOUSE, HORSHAM ROAD, BRAMLEY, GU5 0LH Certificate of Lawfulness under S192 for erection of porch extension.</p>
<p>Bramley Parish Council has NO OBJECTION to this application.</p>	

Planning Review Committee meeting 3rd March 2022

WA/2022/00512	LANGHURST FARM, LODKIN HILL, HASCOMBE, GODALMING, GU8 4JP Change of Use of 2 agricultural buildings to Commercial Business & Services (Use Class E.g) and Storage & distribution (Use Class B8); including replacement of original cladding (revision of WA/2021/01377 & 02446).
<p>Bramley Parish Council OBJECTS to this application. The proposed change of use is inappropriate in this location.</p>	
<p>There appears to be elements within this application that are misleading. The application includes the “replacement of original cladding”, but there is no evidence of any original cladding on the building. In the appeal decision document for planning application reference WA/2015/2030, the Inspector stated that the building is predominantly open on 3 sides. Members believe that the building has always been an open barn, so there would have been no original cladding.</p>	
<p>The existing elevations drawings show the building which has already had a substantial amount of work done to the building without the required planning consent.</p>	
<p>The access road (Lodkin Hill) and the private drive leading to the property are not suitable for the estimated traffic movements that will result from the proposed change of use. In addition, the car park with spaces for up to 20 cars will be visible from the public footpath. Members believe this to be unsuitable within the AONB.</p>	
<p>Policy BNP-G1 of the Bramley Neighbourhood Plan states that “subject to AONB and Green Belt national and local policy, economic or commercial enterprises specifically relevant to the rural economy and AONB such as forestry management and land-based businesses are encouraged to bring forward development opportunities including any within the AONB and Green Belt”. Members believe that this application is in contravention of this policy.</p>	
WA/2022/00604	3 COMBE FARM COTTAGES, ALLDENS LANE, GODALMING Erection of an extension for a temporary period of one year.
<p>Members of Bramley Parish Council do not believe that this application can be considered until a decision has been made on the application for the Certificate of Lawfulness at Hilltop Kitchen, confirming the building is lawfully a Class E (commercial) building. This application is referenced in the Planning Statement.</p>	
WA/2022/00610	HIGHWOOD, MUNSTEAD PARK, GODALMING, GU8 4AR Certificate of Lawfulness under Section 191 to confirm that permission reference WA/2015/2018 (erection of a dwelling and garage following demolition of existing dwelling) commenced in January 2022 and before the 3 year expiry of the permission and can be completed.
<p>Bramley Parish Council has NO OBJECTION to this application.</p>	
WA/2022/00612	THE BARN, HURST HILL FARM, CHESTNUT WAY, BRAMLEY Certificate of Lawfulness under Section 191 for existing use of The Barn as a self contained single residential dwelling including infill extension.
<p>Bramley Parish Council has NO OBJECTION to this application. Policy BNP-G2 of the Bramley Neighbourhood Plan supports the conversion of agricultural buildings to small residential units.</p>	

WA/2022/00617 THE BARN, HURST HILL FARM, CHESTNUT WAY, BRAMLEY
Listed Building Consent for internal and external alterations to form kitchen.

Bramley Parish Council has NO OBJECTION to this application.

WA/2022/00666 COMBE FARM, THORNCOMBE STREET, BRAMLEY, GU5 0NP
Certificate of Lawfulness under Section 191 for use of The Building and associated yard as an office and has been in use as such for a period in excess of 10 years.

Bramley Parish Council has NO OBJECTION to this application.

WA/2022/00704 ORCHARD COTTAGE, 3 BIRTLEY GREEN, BIRTLEY ROAD, BRAMLEY, GU5 0LE
Erection of a boundary fence.

Bramley Parish Council has NO OBJECTION to this application.

Recent Applications **GRANTED** by Waverley Borough Council

Ref	Address	Details	Parish Council Response
WA/2021/02899	St Catherine's School, Station Road, Bramley, GU5 0DF	Display of 2 no. flag advertisements.	No objection.
WA/2021/03141	48 Eastwood Road, Bramley, GU5 0DS	Erection of extension.	No objection.

Recent Applications **REFUSED** by Waverley Borough Council

None.

Recent Applications **WITHDRAWN**

Ref	Address	Details	Parish Council Response
WA/2021/01424	Martyns, 39 Linersh Wood, Bramley, GU5 0EE	Erection of extension and alterations to elevations following demolition of existing.	No objection, but asks that sufficient access to rear garden remains.

Police report for March 2022 Parish Council meeting

Between 10th February and 14th March 2022 there have been 34 crimes recorded, of which 12 are of public interest:

- 12th February – Theft from motor vehicle on Old Rectory Close. Dog box stolen from back of land rover, damage caused to locks. Filed, no positive lines of enquiry.
- 13th February – Theft of dog on Chestnut Way after dispute with farmer. Filed, owner has re-approached farmer and dog returned.
- 13th February – Neighbour dispute on Colt Way. Dispute between neighbours over placement of bins. Filed following joint visit between police and Housing association.
- 15th February – Criminal damage on Home Park Close. Scratch to side of parked vehicle. Filed as no positive lines of enquiry.
- 15th February – Theft of Amazon parcel left on doorstep of house on Colt Way. Filed as no positive lines of enquiry.
- 21st February – Common Assault on Horsham Road. Neighbour has thrown water over another. Investigation ongoing.
- 2nd March – Anti-social behaviour in Ricardo Court. Neighbour dispute over the smell of cannabis. Ongoing investigation including joint police visit with housing officer.
- 2nd March – Theft of mobile phone belonging to High Street shop staff member. Filed as no positive lines of enquiry.
- 4th March – Public Order offence on Chestnut Way. Door to door salesman has sworn at victim. Filed as no positive lines of enquiry.
- 7th March – Theft of Amazon parcel from property on Fisher Rowe Close. Filed as no further lines of enquiry.
- 11th March – Drugs offence on Chestnut Way. During arrest, male has been found in possession in of class A and B drugs. Under investigation.
- 13th March – Theft from Co Op Petrol Station. Person has filled up car with fuel and driven off without payment. Under investigation.

Bramley Village Hall Management Committee Report March 2022

A committee meeting was held on 18th February 2022.

Status of bookings

The number of bookings is increasing back to pre-Covid levels. Income from regular users from April to June 2022 is estimated to be £5,554.

Financial

Reimbursement to Parish Council for payments made from PC account for Village Hall costs from October 2021 to February 2022 in the amount of £1,544.23 were agreed.

The clerk (KV) circulated a report showing actual year to date income of £23,192 and payments of £10,325 for the 2021/22 financial year. Projected income is estimated to be £24,300 and expenditure £13,084 by the end of the financial year (31st March 2022).

KV circulated a draft budget for the next financial year. She was asked to include a figure for the her time and income from the hire of the Clerk's office in the figures. Also a nominal sum for Major Projects - possibly rewiring of the hall electrics and installing a new boiler.

A further grant of £2,667 to make up for lost earnings due to the Omicron variant of Covid is available from Waverley Borough Council. KV was asked to submit an application for this grant. (The grant has now been paid).

A grant of £2,000 to Citizens Advice Waverley was agreed.

Maintenance matters

KV to obtain estimates for the rewiring of the Village Hall and for the installation of a new boiler. Other minor maintenance items are currently being coordinated by the Assistant Clerk

Village Hall Risk Assessment

Members agreed the revised Village Hall Risk Assessment. To be reviewed annually.

Service Level Agreement between Village Hall management committee and Parish Council

A draft document setting out financial arrangements between the Village Hall management committee and the Parish Council for the 2022/23 financial year was agreed. KV was asked to forward it to the Chairman of the Parish Council to review, with the expectation that it will be agreed at the Parish Council meeting in March.

AOB

It was agreed that the Bookings Officer's salary will increase by 10% (£267.40) per annum from 1st April 2022. The level of increase is in recognition for the commitment he has shown in keeping the Village Hall operational during the Covid pandemic and his continuing dedication to the hall.

Tony Coleman
Chairman

Bramley Library report for March 2022 Parish Council meeting

The library was closed on afternoon of Feb 18th due to storm Eunice, as were several others.

The new IT system is functioning well and knowledge is being cascaded down from Ops team to other volunteers. CollectionHQ has restarted after a prolonged period and grubby books are being weeded out for removal or relocation.

We are building up a core of Rhymetime attendees who are coping fine without volunteers' input. We will continue to seek volunteer leaders.

The replacement of old light fittings and switches has been completed (although not all lights seem to be functioning in the main library).

The heating in the back rooms is still not working as a part for gas boiler needs to be replaced. We are waiting on update from Surrey Libraries.

Covid 19 has struck several of our volunteers but we have managed to keep the rota filled.

We do not have anyone to man a table at Bramley Showcase but we are providing flyers etc for BPC table.

We are holding a craft session for 4-8 year olds after school on March 29th to gauge interest for a more regular arrangement.

Gosden House school are planning a class visit on the morning of March 15th.