



Minutes of a Meeting of Bramley Parish Council
Held remotely via Zoom on 22nd October 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 and Waverley Councillor Martin D'Arcy were also present. There were no members of the public in attendance. County Councillor Victoria Young, PS Claire Sutherland and PCSO Philip Snow were unable to attend.

ACTION

040/20 To receive apologies for absence

- a. No apologies for absence were received.

041/20 Declarations of interest in agenda items

None.

042/20 Minutes of the meeting 17th September 2020

- a. Minutes of the meeting 17th September 2020 were agreed by the meeting as a true record. These will be signed by the Chairman at the next meeting held in person.

043/20 Matters arising from minutes 17th September 2020

- a. None.

044/20 Bramley Neighbourhood Police update

- a. There was a total of 14 reports into police between the 22nd September and 22nd October 2020. Crimes of public interest are as follows –
- 10th October 2020 – Theft of a Landrover Discovery from a driveway in Thorncombe Street. Currently under investigation.
 - 12th October 2020 – Report of attempted fraud by resident of Birtley Road. A scam email from HM Courts. No positive lines of enquiry.
 - 15th October 2020 – Theft of a handbag that was left on the victim's car while parked on the High Street. No positive lines of enquiry.
 - 16th October 2020 – House burglary on Snowdenham Lane. Entry made via patio door, untidy search of bedrooms and cash taken. Currently under investigation.
 - 19th October 2020 – Theft of number plates from a vehicle parked on Windrush Close.

From the end November there will be a new Neighbourhood Support Officer, PC Gavin Greenaway, who will be the dedicated officer for Cranleigh and the surrounding villages. Once he is in post, PS Sutherland will ask him to make contact with the Parish Council and they will both try to attend the meeting via Zoom in December.

045/20 Correspondence

- a. Members reviewed the Correspondence received as detailed in the Correspondence report.
- b. Mr Coleman has been in correspondence with Surrey Highways regarding the drainage issues at Thorncombe Street. Surrey Highways has advised that the area has been jetted and they have cleared back the growth over the junction in order



to try and find a suspected gully, but no issue has as yet been found. This location has been placed already on the Drainage Investigation team list but Surrey Highways is not able to provide any information on when the drain will be investigated.

- c. Mr Seaborne reported that he raised the issue of safety and untidiness of the site at Kirkstone on Barton Road with the Planning Enforcement team at Waverley Borough Council. The team contacted the developer and the plastic sheeting around the site has been replaced. The developer plans to demolish the house either just before or just after Christmas this year.

046/20 **Waverley and Surrey County Councillors update**

- a. Mr d'Arcy reported that the Local Plan Part 2 was approved at a Waverley full Council meeting to proceed to consultation stage. The plan includes a strategy for gypsy and traveller sites in the borough. No further sites have been allocated at Stovolds Hill.

Mr Seaborne reported that the existing policy in the Local Plan for the Downs Link has been carried over to Local Plan Part 2.

As LPP2 includes site allocations across the borough (except for those areas that include site allocations in Neighbourhood Plans), it is expected there will be some discussion on this aspect following the consultation phase.

- b. Waverley's policy on the use of pesticides has been approved. There is a target of 3 years to eliminate the use of the most hazardous pesticides across the borough. Trials on the use of less hazardous pesticides will be carried out.
- c. Mr Seaborne reported that there have been some updates made to Waverley's off-street parking order. No changes have been made to parking in Bramley.

047/20 **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. Current planning applications were reviewed by Members and their comments recorded by the Clerk. The comments will be forwarded to Waverley Borough Council. Clerk
- c. Mr Byham had been contacted by The Hunt Group concerning difficulties they have been having with Planners at Waverley Borough Council with respect to discharge of condition 4 (the boundary treatment) at the new development at Coleman's Yard on Park Drive. The majority of Members have visited the site and viewed the boundary that has been put in place, and do not agree with the Waverley view that it is not in keeping with the area. The Clerk was asked to draft a letter to Waverley indicating the Parish Council's support for the developer's solution. Clerk
- d. Mr Seaborne circulated details of a proposal from Surrey County Council to install on-street electric vehicle charging points across Waverley. The proposal includes the installation of 4 charging points on Windrush Close in Bramley. Members agreed that it is unlikely that drivers of electric vehicles require public charging points to be available in Bramley, and the proposal would remove 4 parking spaces in the village centre, which already suffers from limited parking provision. The Clerk was asked to draft a response to the consultation. Clerk
- e. Neighbourhood Plan (NP) progress report.
 - i. Mr Stern reported that a response to the letter sent from Mr Stern and the Clerk to Graham Parrot at Waverley Borough Council has been received. Waverley has concluded that a Habitats Regulations Assessment is not required for the Bramley Neighbourhood Plan. The response did not answer some of the questions that Mr Stern had asked, so a further response has been sent to Mr Parrot.



Mr
Seaborne

- ii. It is hoped that the Referendum on the Bramley Neighbourhood Plan can coincide with the County Council elections in May 2021. Mr Seaborne will ensure that the Planning Policy team at Waverley is aware of this target.
- f. The Clerk circulated a draft response on the Government white paper “Planning for the Future”. Some amendments have been suggested by Members. The Clerk will finalise the document and submit the consultation response to the Government.

Clerk

048/20 Report from Library committee

- a. The Clerk circulated a report from the Library Operations team reporting on progress of the Library since reopening on 13th October. This was noted by Members.

049/20 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.

050/20 Parish updates and actions

- a. Pavilion and environs (including Gosden Common, Links Road)
 - i. Two of the benches on Gosden Common have been repaired by Scott Armstrong. He is hopeful that he will be able to repair the third broken bench at minimal cost, so avoiding the Parish Council having to purchase a new one. Mr Molineux noted that the benches have been repaired really well and that he has seen them being frequently used. He suggested posting some photographs on the Bramley Update Facebook page. Clerk to action.
- b. Station Road and environs (including Hall Road, Eastwood Road and Barton Road, Linersh Wood)
 - i. Mr Seaborne thanked Mr Hughes for raising and reporting the issue of flytipping on land at the rear of Fisher Rowe Close to Waverley. Mr Seaborne reported that the Waverley Housing team plan to visit the road in the coming days in order to try to resolve the issue of untidiness on communal land to the rear of the council-owned properties.
- 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 reported that, following an online petition that was created by a Bramley-based parent of the school, he has recently met with the parent, Victoria Young and representatives from Surrey Highways and the Infant School to discuss road safety around the school. All the items raised at the meeting to try to solve the traffic issues around the school had already been raised by the Parish Council with Surrey Highways in the past. Surrey Highways continue to assert that there is no budget available to try to improve safety, and that the traffic data they have previously collated do not indicate any issues with traffic volume or speed. Mr Seaborne argued that the data they have is based on average road use over the course of a week. There is a need for more detailed data that looks at road use at school drop-off and pick-up periods. Surrey Highways has since installed a temporary traffic measurement camera at the end of Birtley Rise that is recording a new set of traffic data.
Parents from the school are raising money for new signage that can be displayed outside the school on the A281 when the school is open, to increase driver awareness that there is a school there. A group of parent volunteers will also cut back the overgrowing vegetation at the vehicle activated signage. All parents have been invited to join the Community Speedwatch team.

Clerk



Mr Seaborne asked Members to consider anything else that the Parish Council can do in order to support the parent effort.

Mr Seaborne reported that there was another road traffic accident on the A281 at the end of Links Road at the chicane. It is believed that there were no casualties.

Mr Seaborne has sent the details to Jeremy Hunt who is discussing the issue of excessive speeding on the road to the north and south of the village with the senior Highways team at Surrey County Council.

- ii. The Clerk reported that she has been contacted by a resident of Snowdenham Links Road. A group of residents from Snowdenham Links Road and other surrounding roads (not all in Bramley parish) totalling 77 households are in discussion with OpenReach to install equipment so they have access to a more reliable broadband service. They understand that they can apply for Government funding for some of the cost of this (approx. £1,500 per household), but there may be a shortfall that the resident asks if the Parish Council would consider funding. The final costs for the project have not yet been received, but the shortfall could be in the region of £100 per home.

It was noted that a similar exercise is being carried out in Linersh Wood.

Members agreed that as this is infrastructure, the Parish Council is not in a position to offer funding from the Precept for this project. The Clerk was asked to inform the resident.

Clerk

In addition, either an individual or an organisation is required to sign the agreement with OpenReach once finalised. Should one of the individuals not wish to sign it personally, the resident asked if the Parish Council would consider signing this agreement. Members agreed that, subject to the Clerk checking with SALC and the auditor, the Parish Council as a legal entity would be able to sign this agreement on a non-funded basis.

Clerk

- iii. It is thought that BPC’s contractor had attempted to trim the trees by the stream on Windrush Close but had been unable to proceed because of parked vehicles. The Clerk will discuss the matter with the contractor.

Clerk

e. Grounds and Downs Link

- i. The Clerk reported that she has received a quote of £490 from Shaun Clark to cut back and clear vegetation alongside the pavement close to Forresters Farm. Members agreed to this expenditure. Clerk to action.
- ii. Mr Hughes believes that the Downs Link gates on Station Road may need some repairs in the near future. He will take a closer look at the gates and the fencing at the back of the station platform and report back to the Clerk.

Clerk

Mr Hughes

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

- i. Nothing to report.

051/20 **Finance**

- a. Members approved the payments to the value £8,494.66. 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.

The Clerk reported that Mrs Stern has reviewed and approved the quarterly bank statements and cashbook reconciliations from July to September 2020.

- b. Review of half-year accounts against budget and forward planning

- i. The Clerk circulated a budget report for the half year to September 2020. It was noted by Members that expenditure to date appears to be on track.



ii. The Clerk pointed out that only £1,000 of the agreed £2,000 grant to Citizens Advice Waverley has been paid to date. Members agreed that, as the financial position appears to be largely unaffected by Covid-19, the balance of the grant can now be paid. Clerk to action.	Clerk
iii. Further to discussion at the September meeting, Mrs Stern has contacted Shalford Parish Council and received information on their supplier of Christmas lighting. The Clerk estimates that the cost to purchase additional lights for the tree in Bramley and to hire a cherrypicker to install and take down the lighting will cost in the region of £500. Members agreed to this expenditure. The Clerk will purchase sufficient sets of warm white Christmas lights to ensure an impressive display on the large tree in front of the library this year.	Clerk
iv. Forward planning The Clerk asked Members for any special items they would like to be included in the budget for 2021/22, a draft of which the Clerk will prepare for the November meeting.	Members
c. Former school playing field Mr Seaborne reported that he and Mr Stern have met with some of the residents of Woodrough Copse. They are not currently disposed to contribute financially to the purchase of the former school playing field. Bramley Infant School are planning a site visit to the field to consider if they can make use of the field in the short term. Victoria Young has contacted the Property team at Surrey County Council in order to obtain an idea of the price they would be willing to sell the land at. A response is awaited.	Clerk
052/20 Points of information and any other matters	
a. Remembrance Sunday Mr Seaborne circulated a plan for the Act of Remembrance on 8th November to Members. There will be a short, invitation-only service to include a 2-minute silence at 11:00am in Holy Trinity. The Clerk reported that she has invited Victoria Young, Martin d'Arcy and representatives from St Catherine's Senior and Junior schools, Bramley Infant School, BVS, Surrey Police, the local Guide and Scout packs to this service. They will also have the opportunity to lay a wreath at the War Memorial if desired. The Clerk has arranged for a Parish Council wreath which will be laid by Mr Seaborne. The Clerk will display notices at the War Memorial prior to the 8th November to inform residents that the regular Act of Remembrance will not be taking place this year due to Covid-19 restrictions. The service will be available to view via Zoom. She will also include this information in the November issue of Bramley Update. Mr Coleman and Mr Stern have agreed to stand at the War Memorial from 10:50am on the 8th November in order to inform any residents who may show up that the regular Act of Remembrance is not taking place and to try to stop any groups congregating.	Clerk
b. Mr Hughes asked if any funding can be located to install dropped kerbs on the pavement at the entrance to the petrol station on Station Road. As this is an infrastructure project, it is likely that this work will need to wait until there is Community Infrastructure Levy funds are available for Bramley. It was noted that the condition of the road surface in this location is particularly bad. Mr Seaborne advised Members to take photographs and report the issue to Surrey Highways.	Mr Coleman / Mr Stern



- c. Mrs Stern has noted that Singh Concrete have concreted over the highways verge at the same location where they have applied for planning permission for a second entrance to the site. No decision has yet been made by Waverley on this application. Mrs Stern has reported it to Waverley Borough Council.
- d. Mrs Stern reported that some meetings of the Dunsfold Park Advisory Group have taken place. The group has been reviewing the environmental impact of the new garden village inside the site boundaries. Mrs Stern is encouraging the group to consider the environmental impact on the surrounding roads.

The meeting closed at 8.57pm.

Agreed and signed Chairman, 19th November 2020