



BRAMLEY PARISH COUNCIL

REPORTS PACK

Meeting of 19th May 2022

BRAMLEY PARISH COUNCIL CORRESPONDENCE REPORT

MAY 2022

Minute ref 042/22 – Correspondence (10th March to 10th May 2022)

Ref	Sender	Details	Clerk action or recommendation
1.	Snowdenham Lane resident	Email received asking why the Precept had increased by 5.8% this year. The resident cannot recall seeing any explanation for the increase.	Clerk responded to say that the Precept was discussed and minuted at the December Parish Council meeting and explained in the January issue of Bramley Update. No further action required.
2.	Thames Water / Tom Hughes / Birtley Road resident	A number of emails regarding the continuing issues with sewerage flooding at 2 Birtley Road. Thames Water has carried out works to flush through the underground pipes and believes there are no further issues. Thames Water has closed the case. Resident is not convinced that the cleaning exercise will solve the issue, as this has been done a number of times over the past 5 years. Mr Hughes advised the resident to escalate the issue directly with Thames Water and contact Jeremy Hunt MP.	To be discussed at May Parish Council meeting.
3.	St Catherine’s School	Following the March Parish Council meeting, Clerk contacted St Catherine’s School to ask if they would consider installing some pavement lighting along the boundary of Malthouse Cottage in order to light the footpath from Hall Road to Windrush Close. The school responded to say that they would have public liability concerns about installing such lighting. They would, however be willing to consider making a contribution towards the cost of the installing some lighting.	Clerk awaiting a date to meet with Epsilon Lighting to discuss possible solutions and costs. Clerk to action.
4.	Bramley Brownies	Request received for a grant from the Smith’s Charity to assist a Bramley resident who is struggling to pay the annual Brownie subscription and cost of trips for her daughter. Clerk forwarded the request to Members, who agreed a grant of £205. Grant was paid to the Brownies. Brownie leader also informed the Clerk that they are planning a litter picking exercise in the village for 2 weeks from 9th May.	Clerk co-ordinated the loan of litter picking equipment from Waverley Borough Council. No further action required.
5.	Various	Email correspondence between various parties regarding the collapsed wall next to the wine press on Bramley High Street. Following extensive investigation, despite the Clerk having been informed otherwise, the Parish Council is the owner of the land in front of the Library, either side of Old Rectory Close. It is not entirely clear from documents the Clerk obtained from the Land Registry on who is responsible for the boundary wall, but part of the wall is certainly the Parish Council’s responsibility, so it could be assumed that the same is true for the entire length of the wall.	See circulated report for more detail and actions completed to date. To be discussed at May Parish Council meeting.

Ref	Sender	Details	Clerk action or recommendation
6.	Gosden Common resident	Email of thanks received from resident for the repair and installation of posts on triangle of land at Gosden Common.	Acknowledged by Clerk. No further action required.
7.	Mill Lane resident	Email received with safety concerns about the bench and area at the end of Mill Lane, next to the lake. The bench is sloping towards the water and there are no safety barriers. Resident also asked if the open bin next to the bench could be replaced with a closed bin, as it is often full of dog waste bags.	Clerk contacted Hunt Group to communicate safety concerns. Assistant Clerk contacted Waverley to ask if the bin can be replaced. Responses awaited. Clerk responded to resident.
8.	Surrey Cllr Kevin Deanus	Cllr Deanus receives a small annual allocation of money to deal with issues such as bollards, signs, posts, knee rails and vegetation clearance. He asks Members to consider any areas that require urgent / essential work for 2022/23. The list will then be prioritised.	To be discussed at May PC meeting.
9.	Wonersh Parish Council Clerk	Further to proposed from Bramley PC to amend the boundary with Wonersh parish within the Waverley Community Governance Review, the Clerk confirmed that Wonersh PC Members approved the proposed boundary change but suggested that Brooklands Farm be transferred to Bramley in its entirety, provisionally along the line of the old canal.	Noted by the Clerk. No further action required.
10.	Anthony Shutes, Wonersh Parish Council member	Email received to ask if Bramley Parish Council would be interested in being involved in a cross parish discussion about highways and speeding with Wonersh and Shalford Parish Councils.	Alison Burrows confirmed that she would be happy to be involved. Clerk confirmed to Mr Shutes.
11.	Neal Davies, Waverley Housing Officer	Confirmation that he is chasing up the street lighting that has not been working in Park Drive and Home Park Close since November 2021.	Clerk will continue to monitor the lighting and chase this up if not repaired.
12.	Waverley Borough Council	Details of the recommendations to be proposed in the second consultation for the Waverley Community Governance Review. Most of the suggestions proposed by Bramley Parish Council were accepted and those that were not, were fully explained by Waverley. Cranleigh Parish Council could see the merit in the proposal from Bramley PC to adjust the boundary at Smithbrook, but are concerned that any change to the Cranleigh boundary could disrupt the ongoing work on their Neighbourhood Plan.	Clerk responded to Waverley, noting the concerns raised by Cranleigh Parish Council. The Planning Policy Manager at Waverley had also raised the issue regarding Neighbourhood Plans. Waverley advised that they will try to get some clarity on the issue. Second stage of consultation is running until 10th June. Residents advised through Bramley Update and on Facebook.
13.	Various residents	Concerns about speeding on A281 through Bramley. Clerk and Mr Seaborne communicated that Surrey Highways plan to install average speed	No further action required.

Ref	Sender	Details	Clerk action or recommendation
		cameras during the 2023/24 financial year. This was also reported in Bramley Update. Some residents have offered advice on where the cameras should be located. Mr Seaborne confirmed that Surrey Highways will carry out a feasibility study to determine the location of the cameras prior to installation.	
14.	Wey & Arun Canal Trust	Notification that a path that runs from the Downs Link to the BW261 path to Shamley Green south of the footbridge close to Singh Concrete will be closed for health and safety reasons until the Trust has completed works on the bridge over the canal. The designated path to the north of the footbridge will remain open.	Clerk forwarded to Members. Information published in Bramley Update.
15.	Waverley Planning Enforcement	Notification that the enforcement case C/2016/00019 at land opposite Red Stream Cottage, Birtley Green has been closed. A site visit and previous records have confirmed that the sheds had been present on the land for many years and have become lawful through time. As such, a breach has not been established. Regarding the change of use of the land, Enforcement Notice EN/2020/03 was served on 27/02/2020 requiring the land to cease being used for residential parking of vehicles, and storage for residential and business purposes. A site visit has confirmed that the requirements of EN/2020/03 have been complied with. Therefore, the breach of planning control in respect of the unauthorised change of use of the land has been resolved. Should any further material evidence come to the attention of Waverley, further investigation can be carried out.	No further action required.
16.	Jean Ball	Email received to report that one of the flagpoles is leaning and is in need of correction. The rope on this pole also needs to be replaced.	Assistant Clerk liaising with Grasstex to obtain a cost for corrective works.
17.	Waverley Borough Council	Notification received that £5,061 of S106 funding is available for play space contribution towards the provision of equipment and casual playing space within the vicinity of land adjacent to Little Saddlers, Ricardo Court. The Clerk received a project business case justification form to complete. Clerk contacted the Waverley officer to enquire how close "in the vicinity" means. He confirmed that as long as the project is within Bramley, it shouldn't be an issue.	It was hoped that these funds could be used as contribution to the revamping of Eastwood Road play area, although improved play facilities would be well received on the grass area next to the new development at Bridle Place. Feedback on Eastwood Road play area plans to be gathered at Bramley Fete. Assistant Clerk then to develop a funding application to Your Fund Surrey.

Ref	Sender	Details	Clerk action or recommendation
18.	Old Rectory Close resident	<p>Email received with concerns that another resident of Old Rectory Close has applied to Surrey Highways for a dropped kerb at their property, with the intent to create a paved driveway. The resident and other neighbours are concerned for the environment of street. She believes that the driveway application, if approved, will mean that one, possibly two trees will be cut down. She feels that many more residents will make such applications and the street's character and nature will be damaged.</p> <p>The first application of this type was approved by Surrey Highways in November 2021. At the time, the Parish Council agreed that dropping a kerb and paving over any of the front gardens in Old Rectory Close would set an undesirable precedent, as well as adding to the parking / access difficulties on the road. It seems that this precedent has now been set. At the time, both Surrey Highways and Waverley Borough Council confirmed that, as Old Rectory Close is an unclassified 'D' road, no planning consent is required, and there were no conditions attached to the original planning consent for the houses on the road to take away the permitted development rights of the properties. So any resident on the road is entirely within his/her rights to pave over the front garden. She asks if there is anything that the Parish Council can do.</p>	<p>To be discussed at May PC meeting.</p> <p>Clerk responded with the information previously received from Surrey Highways and Waverley Borough Council.</p> <p>To be discussed at May Parish Council meeting.</p>

May 2022

Planning Review Committee meeting 17th March 2022

WA/2022/00750 BROOKLANDS, 4 LINERSH DRIVE, BRAMLEY, GU5 0EJ
Erection of extensions including dormer extensions and alterations to elevations and fenestrations.

Bramley Parish Council has NO OBJECTION to this application but suggests that a condition be attached for obscured glass be installed on any windows that overlook neighbouring properties.

WA/2022/00774 11 HIGH STREET, BRAMLEY, GU5 0HF
Change of use of ground floor premises from office (Use Class E) to hot food takeaway (Sui Generis) with alterations to elevations and provision of extraction flue.

Members of Bramley Parish Council recognise that policy BNP-G1 of the Bramley Neighbourhood Plan supports the commercial development of Bramley High Street, and that policy BNP-L1 supports retail businesses.

However, Members have concerns with this application for the following reasons:

- Parking
Policy BNP-I2 of the Bramley Neighbourhood Plan states that commercial expansions that potentially increase the number of staff working on site, customers visiting the site and/or deliveries made to the site shall make provision for adequate off-road parking. Although there are public car parks close to the site, Bramley High Street already suffers from vehicles parking on the road to collect takeaways from the other hot foot outlets and delivery vans. The addition of a further takeaway outlet will exacerbate this.
In addition, it is not clear from the application documentation whether the takeaway will be offering a delivery service. Members feel that there is insufficient parking for delivery vehicles in this location.
- Fire risk
The ovens to be used at the proposed takeaway are directly below a residential property on the two floors above. There's only 1 door into this residential property at the rear of the building. Should a fire break out at the proposed takeaway, there is considerable risk to the residents living upstairs not being able to escape.
- Ventilation pipe
The proposal includes the installation of a ventilation pipe, rising from the ground floor all the way up to the top of the building, and will be fixed to the side of the residential flat upstairs.
Members are concerned about whether the applicant is legally allowed to fix a ventilation pipe to the outside wall of a leasehold property, as well as the smells that will be emitted from the pipe, the top of which will be close to a window of the residential property.
- General health & safety
Members understand that there have been issues with food waste being left outside of the existing fish & chip facility on the High Street which has caused unpleasant smells and issues with rats.

Members are minded to OBJECT to this application unless conditions are attached to the application to address:

- Parking on the High Street and in adjacent car parks.
- Delivery service. Members feel that no delivery service should be offered from the takeaway as there is insufficient parking for delivery vehicles.
- Fire risk. A review of fire risk caused by installing pizza ovens beneath a residential property should be carried out.

- A legal assessment is carried out with regard to the fixing a ventilation pipe to the exterior of a leasehold residential property.
- Smell and food waste.

WA/2022/00775 LAND COORDINATES 502389 141618, HORSHAM ROAD, BRAMLEY
Engineering works to improve land drainage and grazing land.

Bramley Parish Council has NO OBJECTION to this application and is supported by policy BNP-G3 of the Bramley Neighbourhood Plan.

Members observe that no comments have been submitted to date from The Environment Agency or Surrey County Council. They suggest that a transport management plan should be in place whilst the works are taking place.

WA/2022/00787 27 EASTWOOD ROAD, BRAMLEY, GU5 0DY
Erection of extensions and alterations to elevations.

Bramley Parish Council has NO OBJECTION to this application, as long as:

- The proposal satisfies the 45 degree rule as detailed in the Waverley Residential Extensions SPD, and there will be no loss of light to neighbouring properties. The 45 degree rule is referenced in the Planning Statement, but the plans do not show that the rule is met.
- The addition of a 4th bedroom meets the guidance as detailed in the Waverley Parking Guidelines. Parking is a particular issue in this location and Members ask for Waverley confirmation that no additional off-street parking is required from this proposal.

WA/2022/00788 27 EASTWOOD ROAD, BRAMLEY, GU5 0DY
Certificate of Lawfulness under Section 192 for erection of a dormer extension with juliet balcony and rooflights.

Bramley Parish Council has NO OBJECTION to this application.

WA/2022/00844 WIZARD, MUNSTEAD HEATH ROAD, BRAMLEY, GU8 4AR
Alterations to elevations and demolition of chimney stack.

Bramley Parish Council has NO OBJECTION to this application.

WA/2022/00890 MOLE COTTAGE, SNOWDENHAM LANE, BRAMLEY, GU5 0AS
Erection of single storey extension, alterations to elevations and fenestrations, creation of a raised terrace with balustrades and associated works following demolition of attached conservatory.

Bramley Parish Council has NO OBJECTION to this application.

WA/2022/00891 MOLE COTTAGE, SNOWDENHAM LANE, BRAMLEY, GU5 0AS
Listed Building Consent for internal and external alterations to dwelling, construction of raised terrace with balustrades and demolition of attached conservatory.

Bramley Parish Council has NO OBJECTION to this application.

WA/2022/00892 APRIL COTTAGE, 19 LINERSH WOOD, BRAMLEY, GU5 0EE
Alterations to attached garage and store to provide additional ancillary accommodation.

Bramley Parish Council has NO OBJECTION to this application, subject to Waverley confirming that there is sufficient off-road parking at the site in line with Waverley Parking Guidelines.

Planning Review Committee meeting 31st March 2022

WA/2022/00927 36 LINERSH WOOD CLOSE, BRAMLEY, GU5 0EQ
Erection of a single storey extension and alterations.

Bramley Parish Council is concerned about this application.

The proposal is to build a single storey extension at the front of the property, which would seem to be in conflict with the guidelines published in the Waverley Residential Extension supplementary planning document which states “single storey front extension are generally unacceptable ...” and that “consideration should be given to the surrounding street scene and the existing established building line”.

There is an existing established building line on Linersh Wood Close. However Members note that Waverley granted full permission for a similar ground floor extension at 52 Linersh Wood Close, so it appears that a precedent has been set.

Members would like to know if the precedent set in this road overrides the guidelines in the Residential Extensions SPD.

WA/2022/00934 EASTWATER HOUSE BARN, SNOWDENHAM LANE, BRAMLEY, GU5 0DB
Listed Building consent for alterations to elevations and demolition of existing glazed porch.

Bramley Parish Council has NO OBJECTION to this application.

WA/2022/00935 EASTWATER HOUSE BARN, SNOWDENHAM LANE, BRAMLEY, GU5 0DB
Alterations to elevations and demolition of existing glazed porch.

Bramley Parish Council has NO OBJECTION to this application.

Planning Review Committee meeting 28th April 2022

PRA/2022/01184 GRAFHAM ORCHARD, HORSHAM ROAD, BRAMLEY, GU5 0LH
General Permitted Development Order 2015, Schedule 2, Part 3 Class Q – Prior Notification Application for change of use of agricultural building to 1 dwelling.

Bramley Parish Council has NO OBJECTION to this application. Members believe that the application is

supported by policy BNP-G2: Assessing the Suitability of Sites for Residential Development in the Bramley Neighbourhood Plan which supports the conversion of agricultural and other rural buildings into small residential units.

TM/2022/01204 WOODLAND HOUSE, 1 WOODROUGH COPSE, BRAMLEY, GU5 0HH
Application for works to trees subject of Tree Preservation Order WA286.

Bramley Parish Council has no comment on this application.

WA/2022/01173 5 EDENCROFT, BRAMLEY GU5 0AU
Erection of extensions and alterations including dormer extension and rooflight to provide additional habitable accommodation.

Bramley Parish Council has NO OBJECTION to this application but has concerns about the following:

- The proposed dormer window appears to be in contravention of the Waverley Residential Extensions SPD which states that the purpose of dormer windows is to provide light and ventilation and not to increase the floor space or head height of the roof space. This proposed dormer window increases both the floor space and the head height in the master bedroom.
- The application does not include details of parking at the property. It is not clear if off-road parking is currently available on the site. As the application is to increase the number of bedrooms at the property, Members ask Waverley to check that there is sufficient parking.

WA/2022/01235 CORNERWAYS, STATION ROAD, BRAMLEY, GU5 0AY
Certificate of Lawfulness under Section 191 for continued use of the property 'Cornerways' as two independent flats which have been in use as such for more than 10 years.

Bramley Parish Council has NO OBJECTION to this application.

WA/2022/01236 ST CATHERINE'S SCHOOL, STATION ROAD, BRAMLEY, GU5 0DF
Certificate of Lawfulness under Section 191 for existing flood lights on two separate tennis court areas for at least 10 years.

Bramley Parish Council has NO OBJECTION to this application but asks Waverley to note that since the flood lights were installed, the Bramley Neighbourhood Plan has come into force, which within policy BNP-E3: Lighting and Maintaining Dark Skies Appropriately it states "Every effort should be made to use minimum lighting methods, controlled by timers where appropriate, where lighting is required to provide lighting for evening sporting activities."

Members ask Waverley to consider conditions that:

- Flood lights are only used when and on the tennis courts that are in use;
- The minimum amount of lighting is used in order to use the courts; and
- The lights are not used after 10:00pm.

Recent Applications **GRANTED** by Waverley Borough Council

Ref	Address	Details	Parish Council Response
WA/2020/1861	Slades Farm, Thorncombe Street, Bramley	Change of use from agricultural land to glamping site; Change of use and alterations to barn to provide ancillary kitchen and toilet/shower facilities.	No objection.
WA/2020/1923	Land North of Lydia Park, centred coordinates 502403 137861, Stovolds Hill, Cranleigh	Application under Section 73 to vary Condition 1 of WA/2017/2013 (approved plan numbers) to allow repositioning of proposed storage barn.	Members of Bramley Parish Council note that the usual set of drawings is not available for this application. Members feel unable to comment on the application with the information currently provided.
WA/2021/02185	The Clock House, Clock House Lane, Bramley, GU5 0AP	Use of tennis court to be used in association with the residential dwelling, erection of tennis court fence (revision of WA/2020/2117).	No objection in principle to this application, but notes the privacy concerns submitted by the neighbours for the previous application (WA/2020/2117). Members suggest that instead of chain link fencing, solid fencing should be erected on the side facing the neighbouring property to protect their privacy.
WA/2021/02198	Woodland House, 1 Woodrough Copse, Bramley, GU5 0HH	Erection of extensions and alterations including installation of rooflights following demolition of existing conservatory.	No objection.
WA/2021/02826	Headlong, Rushett Common, Bramley, GU5 0LG	Single storey extension.	No objection, but notes that the site is within 50m of a pond, which may require consideration.
WA/2021/02889	The End House, 28A Linersh Wood Close, Bramley, GU5 0EG	Erection of a first floor extension with alterations to roof; enlargement of rear dormer and alterations to elevations.	No objection but asks Waverley officers to check that there is sufficient available off-street parking to meet the parking guidelines, given that this is a shared driveway. Members also note the inaccuracy in the Biodiversity checklist – there are many trees close to this property.
WA/2021/02941	Bramble Cottage, Thorncombe Street, Bramley, GU5 0ND	Erection of single storey rear extension.	No objection.
WA/2021/03040	Lower Combe Farm, Thorncombe Street, Bramley, GU5 0NF	Installation of ground mounted array of 47 solar panels (revision of WA/2021/02181).	No objection is in principle supportive of the installation of sustainable energy sources. The proposal does not conflict with any policies within the Bramley Neighbourhood Plan.

Ref	Address	Details	Parish Council Response
			As with comments submitted in response to the previous application WA/2021/02181, Members feel that comments from the Surrey Hills AONB on applications such as these should be taken into consideration until the Waverley Climate Change Supplementary Planning Document is published.
WA/2021/03233	Normandy Cottage, 54 Linersh Wood Close, Bramley, GU5 0EQ	Erection of single storey extension.	No objection.
WA/2022/03257	36A Birtley Road, Bramley, GU5 0JQ	Change of use from Class E (commercial), ground floor shop unit and first floor flat, to Class C3 (dwelling house), to form single dwelling with extension.	Whilst the conversion of commercial units to residential dwellings is supported in the Bramley Neighbourhood Plan, Members are concerned that there will be insufficient off-road parking following this conversion. They ask Waverley officers to check that the proposal will allow for sufficient parking as detailed in the Waverley parking guidelines.
WA/2022/00271	Bramley Manor West, High Street, Bramley, GU5 0HS	Alterations to elevations and installation of solar panels.	No objection.
WA/2022/00270	Bramley Manor West, High Street, Bramley, GU5 0HS	Listed Building consent for internal and external alterations.	No objection.
WA/2022/00275	51 Eastwood Road, Bramley, GU5 0DY	Alterations to roof, including dormer extension, to provide additional habitable accommodation.	Bramley Parish Council notes that this application will increase the number of bedrooms from 2 to 3 and that there is no off-street parking provision at the property. If this application conflicts with policy BNP-I2 in the Bramley Neighbourhood Plan and the guidance contained within the Waverley Borough Council Parking Guidelines, Members would OBJECT to this application. If Planning Officers feel that the proposal does not conflict with this policy and guidance, Members have NO OBJECTION to this application.
WA/2022/00389	Foxbury, Snowdenham Links Road, Bramley, GU5 0BX	Certificate of Lawfulness under S192 for use of detached garage as additional habitable accommodation.	No objection, but notes the references within the Planning Statement of the recently obtained Certificate of Lawful development for a single-storey rear extension (application No.

Ref	Address	Details	Parish Council Response
			WA/2017/1473), that has not yet been built. Members asked Planning Officers to take this already obtained Certificate of Lawfulness into account when considering this new application.
WA/2022/00480	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.	No objection, but asks Waverley officers to note that multiple Certificates of Lawfulness have already been approved at this property over the last few years.
WA/2022/00540	Pinks Hill Farmhouse, Horsham Road, Bramley, GU5 0LH	Certificate of Lawfulness under Section 192 for erection of porch extension.	No objection.
WA/2022/00617	The Barn, Hurst Hill Farm, Chestnut Way, Bramley	Listed Building Consent for internal and external alterations to form kitchen.	No objection.
WA/2022/00788	27 Eastwood Road, Bramley, GU5 0DY	Certificate of Lawfulness under Section 192 for erection of dormer extension with Juliet balcony and rooflights.	No objection.
WA/2022/00844	Wizard, Munstead Heath Road, Bramley, GU8 4AR	Alterations to elevations and demolition of chimney stack.	No objection.
WA/2022/00892	April Cottage, 19 Linersh Wood, Bramley, GU5 0EE	Alterations to attached garage and store to provide ancillary accommodation.	No objection, subject to Waverley confirming that there is sufficient off-road parking at the site in line with Waverley Parking Guidelines.
WA/2022/00927	36 Linersh Wood Close, Bramley, GU5 0EQ	Erection of single storey extension and alterations.	Bramley Parish Council is concerned about this application. The proposal is to build a single storey extension at the front of the property, which would seem to be in conflict with the guidelines published in the Waverley Residential Extension supplementary planning document which states “single storey front extension are generally unacceptable ...” and that “consideration should be given to the surrounding street scene and the existing established building line”. There is an existing established building line on Linersh Wood Close. However Members note that Waverley granted full permission for a similar ground floor extension at 52 Linersh Wood Close, so it appears that a precedent has been set.

Ref	Address	Details	Parish Council Response
			Members would like to know if the precedent set in this road overrides the guidelines in the Residential Extensions SPD.

Recent Applications **REFUSED** by Waverley Borough Council

Ref	Address	Details	Parish Council Response
WA/2021/02729	Land coordinates 501094 144633, North side of High Street, Bramley	Erection of a detached dwelling with associated parking and amenity space (revision of WA/2021/0036).	Objection. Members note that some of the concerns raised by Waverley Borough Council in the previous application have been addressed, but feel that the proposed 2-storey dwelling will be overbearing on this small site and will have a negative impact on natural light for the neighbouring property. It is also noted that some of the details on the Biodiversity checklist are incorrect. The site is partially surrounded by mature trees on the Downs Link and is close to (within 50m) of the large pond at Greywaters.
WA/2022/00027	Land at Long Barton, 1 Firs Avenue, Bramley, GU5 0ED	Erection of a dwelling and associated works.	Objection. Whilst Members appreciate the creative environmentally conscious approach to the design of the proposed new dwelling, they feel that the comments concerning access and parking as noted in comments submitted for the previous applications for a new dwelling on the site (refs WA/2015/0919, WA/2015/1720 and WA/2016/1208) are still an issue. There is no real turning space in the proposed driveway, so cars will need to reverse onto Barton Road at a dangerous bend. In addition, Members are still concerned that there will be insufficient off-street parking at the 2 new dwellings that are currently being built across the road at the corner of Fisher Rowe Close, and that residents of these 2 dwellings will inevitably park

Ref	Address	Details	Parish Council Response
			on Barton Road. This will cause an obstruction at the intersection of Barton Road, Fisher Rowe Close and Firs Avenue.
WA/2022/00108	Old Shortlands, Snowdenham Lane, Bramley, GU5 0AT	Outline application with all matters reserved except access and layout for erection of 1 detached dwelling.	<p>Objection.</p> <p>Whilst Members recognise that this proposed new dwelling will increase the stock of housing in the village centre, they are uncomfortable with the application for a number of reasons:</p> <ul style="list-style-type: none"> • Access. The proposal will mean that there will be 3 dwellings accessed through a narrow archway that already suffers from blind access onto a busy narrow road. • Members feel that there will be insufficient off-street parking for all 3 dwellings. • The new dwelling is not an allocated site in the Bramley Neighbourhood Plan. • The proposed dwelling will not be built along the building line. • It is next door to a house and gardens of significant historical importance. • There are recognised sewage issues at nearby Bramley Mill which may be caused by insufficient capacity in the sewage system. There is concern that the addition of this new dwelling will exacerbate these issues. • The area to the rear of the site at Hascombe Stream is at risk of flooding during heavy rainfall. The additional concreting from this proposal could lead to an increased flood risk. <p>Members ask Waverley officers to pay particular attention to comments submitted from neighbouring residents in regard to this application.</p>

Recent Applications **WITHDRAWN**

None.

Police report for May 2022 Parish Council meeting

PC Greenaway apologised for not attending the Annual Assembly in April. He was on his way to the meeting when he was called to an urgent job which he needed to attend.

Between 11th March and 12th May 2022 there have been 43 crimes of which 21 were of public interest:

- 11th March – Male arrested on Chestnut Way on recall to prison. Upon arrest was found to be in possession of class A and B drugs. Under investigation.
- 13th March – Theft – Driver made off without payment for fuel from petrol station on the High Street. Believed to be on cloned plates. Filed.
- 15th March – Theft – Driver made off without payment for fuel from petrol station on the High Street. Garage making contact with vehicle owner.
- 18th March – Criminal damage to vehicle on Home Park Close. Passenger window to vehicle has been smashed. No positive lines of enquiry. Filed.
- 24th March – Theft – Driver made off without payment for fuel from petrol station on the High Street. Garage making contact with vehicle owner.
- 28th March – Public Order offence on Birtley Road. Argument over loose dog disturbing livestock and horses. Suspect not known. Filed.
- 29th March – Criminal damage to vehicle on Birtley Road. Damage to vehicle radiator, possibly domestic related. Under investigation.
- 1st April – Non-dwelling burglary at Thorncombe Street. Suspect entered detached garage and stolen wallet from unlocked vehicle. No positive lines of enquiry. Filed.
- 3rd April – Made off without paying taxi fare on Birtley Road. Stated would pay by bank transfer but never did. Under investigation.
- 6th April – Criminal damage on Ricardo Court. Neighbour has caused damage to front door. Under investigation.
- 11th April – Assault on Home Park Close. Neighbour has thrown a garden hoe at victim. Under investigation.
- 12th April – Theft on Colt Way. Parcel stolen from doorstep after delivery. No positive lines of enquiry. Filed.
- 12th April – Theft on High Street. 3 youths have stolen a bottle of £12 prosecco. Under investigation.
- 16th April – Public Order offence on the High Street. Bar staff threatened when refused to be served. Suspects not identified. Filed as no evidence.
- 17th April – Public Order offence on Ricardo Court. Ongoing neighbour dispute, verbal threats made. Victim not supporting further investigation. Filed.
- 19th April – Dog bite incident on The Beeches. Whilst visiting an address, the dog has bitten homeowner. Community Protection Order issued to dog owner.
- 25th April – Theft from Thorncombe Street. Theft of trailer from farm. Filed as no positive lines of enquiry.
- 28th April – Fraud in Park Drive. Scam email received blackmailing the victim for money. Investigation ongoing.
- 29th April – Neighbour dispute on Linersh Wood. Dispute over the dog being fed by the neighbour. Filed.
- 2nd May – Public Order offence on Linersh Wood. Males have banged on victim's door and shouted abuse. Suspects not identified. Filed as no evidence.
- 11th May – Burglary on Chestnut Way. Upon returning home, resident has found front door open. Nothing stolen. Filed as no positive lines of enquiry.

On Saturday 7th May there was a motorcycle RTC on the A281 between Smithbrook Kilns and Barrihurst Lane. PC Greenaway confirms that officers were called to the incident just before 1pm. No other vehicles are thought to have been involved and sadly the motorcyclist was pronounced dead at the scene. The motorcyclist was not local to Bramley.

Bramley Library report for May 2022 Parish Council meeting

Symphony IT system is working well, and most volunteers are now using it. Training sessions have been held by Ops team as well as shadowing during shifts. The training sessions have proved invaluable as Ops team members share their knowledge and the vagaries of the software.

Pump for heating in the meeting room has been fixed. Heating is still not working in office but not deemed essential at the current time.

A new Rhymetime leader has been recruited who has proved very popular, and numbers attending are on the increase.

A craft session was held after school and a very successful Storytime which was attended by 20 children, both led by our volunteer Liz Collins. Future event planned for 31st May and will be themed for Jubilee celebrations.

The Easter events proved very popular, with 40+ children taking part in the egg hunt over the holiday, 20 attending Storytime, plus Lego sessions in the meeting room, generating some income. The Ops team are mindful of event capacity now Covid restrictions are fully lifted so have been using the meeting room to enable ventilation via external door and windows.

Books have been arriving for the fete book stall and are being sorted. Team has sourced a van to deliver and collect books.

New jute bags have arrived in time for the fete. Cost will be £5 as previously although these did cost more from new supplier.

Surrey Libraries were officially the 2nd most visited library authority in the UK in 2021/22 year according to the CIPFA returns. CIPFA captures data on a range of indicators from services across the country, so this is really amazing result considering the size and population of Surrey in relation to some other authorities and really shows the scale and impact of what we provided through the pandemic. We had 90 questionnaires returned out of 100 supplied to us, so a very good response from our customers.

Hearing Champions (represented by Bill Drayson-Knowles) started their monthly visits to supply batteries for NHS hearing aids on 10th May in the morning.

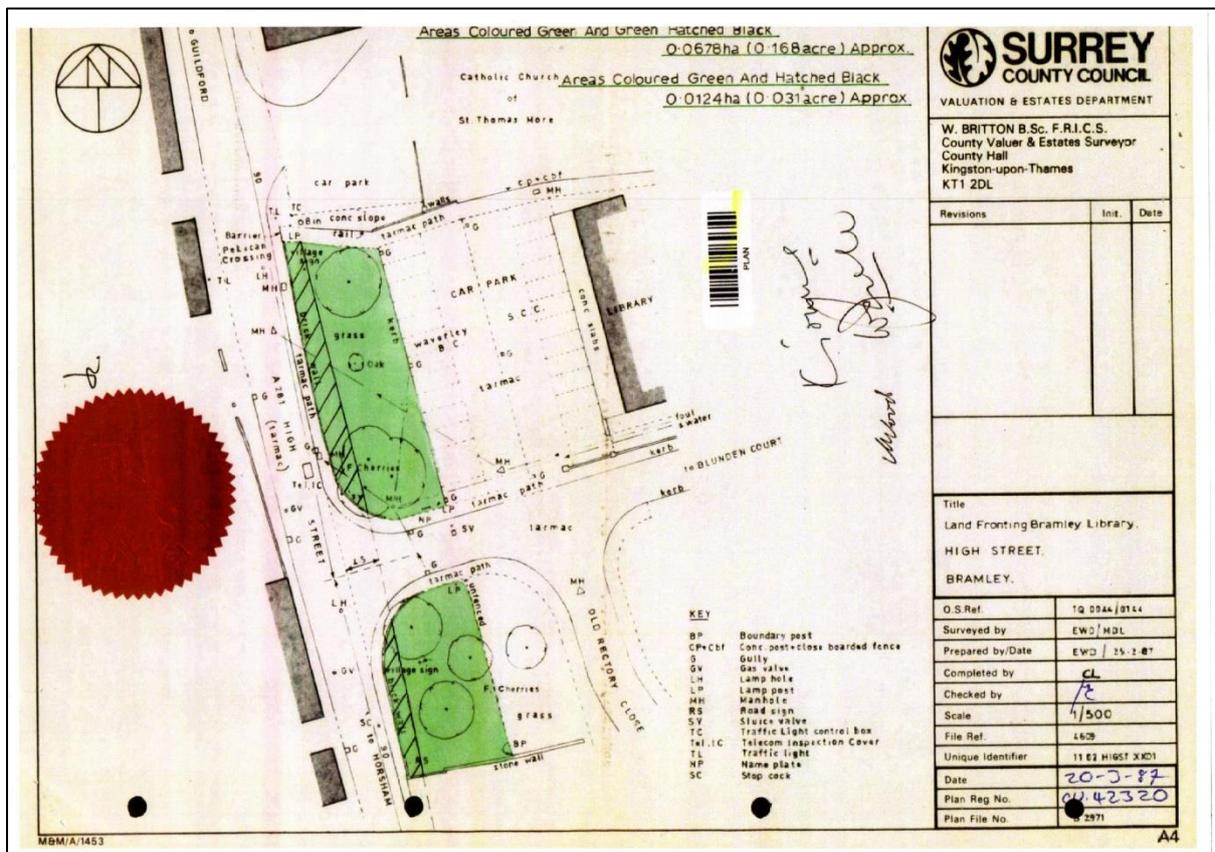
In celebration of the Queen's Platinum Jubilee Liz Collins will be holding Drop In and Draw sessions on Tuesday May 31st in the children's library. The results should be on display for the Jubilee weekend.

Clerk has had email correspondence between Old Rectory Close residents, Bramley / Rhens Twinning group and Bernard Brace Accountants (management agents for Old Rectory Close Residents Association) regarding the collapsed wall next to the wine press on Bramley High Street.

Part of the wall collapsed in late 2021 due to pressure from a large tree growing in the Old Rectory Close car park. The Clerk was made aware of it in November 2021 when the Chairman asked her to contact Bernard Brace to ask them to cut the tree back and make the necessary repairs. Despite a number of emails and telephone messages, the Clerk received no response.

Alongside this, the Clerk tried to find out who had ownership and responsibility for the wall. She contacted various Bramley residents and the ex-Parish Council Clerk, all of whom confirmed that to their knowledge, the Parish Council had no responsibility for the land in front of the Library either side of the entrance to Old Rectory Close.

In April 2022, the Clerk and Mr Molineux were contacted by the mother of one of the Old Rectory Close residents who is keen to have the wall repaired. The Clerk explained that to her knowledge, the Parish Council were not responsible for the land or wall. After discussion with the Chairman and Mr Molineux, the Clerk then found out from HM Land Registry that sections of the land were purchased by the Parish Council from Surrey County Council and Waverley Borough Council in 1988. The Clerk could find no records of these transactions in Parish Council records, so requested copies of the Deeds from HM Land Registry. Title number SY300538 dated 12th April 1988 records the transfer of the western section of the land from Surrey County Council to Bramley Parish Council, and states that the Parish Council should "maintain and keep in good repair on a regular basis all of the boundary walls including the dwarf retaining wall on the western boundary thereof on the land coloured green and green hatched black on the said plan." See below image of the plan.



HM Land Registry cannot find the Deeds for the land to the east of the above plot of land. This section of land was purchased by Bramley Parish Council from Waverley Borough Council and recorded as title number SY587578 dated 8th May 1988.

The Assistant Clerk has received an estimate of around £3,000 to repair the wall.

At the beginning of May, the Clerk finally received an email from Bernard Brace regarding the wall. He claims that the Old Rectory Close Residents Association has no responsibility for the wall but accepts that it is the tree on the Old Rectory Close estate that has damaged the wall. He is in the process of obtaining his own quotation to repair the wall and suggests that once this is received, the cost is shared between the Parish Council and the Residents Association.

He has confirmed that steps have been taken to cut back the tree to stop future problems.

The Clerk has also discussed the situation with Eddie Richardson of the Bramley/Rhens twinning group, who is concerned that some of the plaques on the wall, and perhaps the wine press is in danger of being damaged. He is going to temporarily remove some of their plaques whilst the situation is being resolved. He informed the Clerk that prior to placing the plaques around 30 years ago, permission was required from the Old Rectory Close Residents Association. Mr Richardson is checking to see if there is any written record of this.

Kathy Victor
Parish Clerk
13th May 2022

BPC External Audit

Annual Governance Statement 2021/22 (to be discussed and approved at meeting)

We acknowledge as the members of Bramley Parish Council, our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
(‘Yes’ means that this authority prepared its accounting statements in accordance with the Accounts and Audit Regulations.)
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
(‘Yes’ means that this authority made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.)
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
(‘Yes’ means that this authority has only done what it has the legal power to do and has complied with Proper Practices in doing so.)
4. We provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations.
(‘Yes’ means that this authority during the year gave all persons interested the opportunity to inspect and ask questions about this authority’s accounts.)
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
(‘Yes’ means that this authority considered and documented the financial and other risks it faces and dealt with them properly.)
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
(‘Yes’ means that this authority arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.)
7. We took appropriate action on all matters raised in reports from internal and external audit.
(‘Yes’ means that this authority responded to matters brought to its attention by internal and external audit.)
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.
(‘Yes’ means that this authority disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.)

9. Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s) / assets, including financial reporting and, if required, independent examination or audit.
(‘Yes’ means that this authority has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.