



Minutes of a Meeting of Bramley Parish Council
Held at Bramley Village Hall on 16th September 2021, starting at 7:30pm

PARTICIPANTS

Mr R Seaborne, Messrs R Stern, A Coleman, M Byham, P Molineux, T Hughes, P Leung, Mrs F Stern and Mrs A Burrows. The Clerk was present as well as Borough and County Councillor Kevin Deanus and Borough Councillor Martin D'Arcy. No members of the public were in attendance.

087/21 To receive apologies for absence

- a. The Clerk received apologies from the Assistant Clerk.

088/21 Declarations of interest

- a. None.

089/21 Minutes of the meeting 22nd July 2021

- a. Minutes of the meeting 22nd July 2021 were agreed by the meeting as a true record. These were signed by the Chairman.

090/21 Matters arising from minutes of the meeting of 22nd July 2021

- a. The Clerk asked Members for their views on the Surrey Transport Plan 2022-2032, detail of which were circulated by the Clerk in July. Responses are invited by the deadline of 15th October.

The Chairman asked Members to send any comments they have on the draft plan to the Clerk by the end of September.

091/21 Bramley Neighbourhood Police update

- a. Between 16th July and 9th September there were 40 occurrences of crimes, of which 6 are of public interest:
- 16th July – Theft of statue from victim's garden on Linersh Wood Close. Filed.
 - 16th July – Theft of sundial from victim's garden on Linersh Wood Close. Filed.
 - 17th July – Theft of bird bath from victim's garden on Linersh Wood Close. Filed.
 - 19th July – Theft of gas bottles from business unit in Thorncombe Street. Filed.
 - 3rd August – Criminal damage – lamppost in garden of property on Barton Road has been smashed. Filed.
 - 5th August – Public order incident in Thorncombe Street. Landlord has been verbally abusive to tenant and landlord. Pending filing.
- b. The team has carried out some speed watch activity in the area and they have been made aware of a male that has been spotted looking in vehicles in the Ricardo court area.
- c. Members asked the Clerk to send their thanks to the neighbourhood police team for the speed watch activity which had been noticed by Members as well as the Infant School.
- d. Members asked the Clerk to ensure that information on the recent theft of garden ornaments from gardens was included in the next Bramley Update, advising residents to check the security of their gardens.

092/21 Correspondence

- a. The Clerk is concerned that despite initially reporting damage to the handrails on the public right of way from Snowdenham Links Road to Snowdenham Lane in December 2020, and a number of emails to the Surrey Rights of Way team since,

ACTION

Members

Clerk

Assistant Clerk



	<p>no repairs have yet been made. Parts of the handrail are now completely broken on steep parts of this path.</p> <p>The Clerk was asked to contact The Hunt Group to find out if the public footpath is on land owned by Lord Hamilton.</p> <p>County Councillor Deanus agreed to follow up the damage report with the Public Rights of Way team at Surrey County Council. The Clerk will send Cllr Deanus the PROW reference number and any photographs she has of the damage.</p>	Clerk
	<p>b. The Clerk received a proposal from Farsight Consulting to carry out the internal audit of the Parish Council accounts for 2021/22 at a cost of £390 plus VAT and travel to/from Farnham (if required). Members authorised the Clerk to go ahead with this expenditure. Clerk to action.</p>	Clerk
093/21	<p>Waverley and Surrey County Councillors update</p> <p>a. Cllr d’Arcy reported that the draft Waverley Local Plan Part 2 will be discussed at their next Council meeting. It has been noted that the consultation document which covers the policy for the Downs Link described “noticeable support for use as a light railway from Dunsfold Park to Guildford”. The Waverley Environmental Overview & Scrutiny committee will be reviewing this wording to ensure that it is correct (as it is thought that there is no “noticeable support” for such use).</p> <p>b. Mr Seaborne reported that the process for appointing a joint CEO for Waverley and Guildford Councils had been approved at the August meeting of full council and is progressing.</p> <p>c. Mr Seaborne reported that Waverley Borough Council had submitted a bid to purchase Dunsfold Park, which had been put on the market by Trinity College, Cambridge. The bid was unsuccessful.</p>	
094/21	<p>Report from Planning review Committee</p> <p>a. Review of current planning applications Members discussed the list of current planning applications. The Clerk will submit comments that were agreed to Waverley Borough Council.</p> <p>b. Review of Planning report (circulated) Members noted the Planning report circulated by the Clerk.</p> <p>c. Neighbourhood Plan progress report Mr Stern reported that the final report from the independent examiner has been received and discussed by the Neighbourhood Plan team with Waverley Borough Council. The Clerk is in the process of making the changes to the Plan recommended by the independent examiner.</p> <p>As the Neighbourhood Plan team believe that it is unlikely that the draft Plan will be unlikely to receive any legal challenges, Waverley has confirmed that the Referendum on the Plan will take place on 18th November 2021.</p> <p>The Clerk was asked to ensure that information on the Referendum is included in the October and November issues of Bramley Update.</p> <p>The Clerk will also look into organising and displaying large banners on the grass area in front of Bramley Library and at the Infant School to encourage residents to cast their vote at the Referendum.</p>	Clerk Assistant Clerk Clerk
095/21	<p>Report from Library Committee</p> <p>a. Report noted for the record.</p>	
096/21	<p>Report from Bramley Village Hall management committee</p> <p>a. Report from Mr Coleman noted for the record.</p>	



097/21 **Parish updates and actions**

- a. Pavilion and environs (including Gosden Common, Links Road)
- i. The Clerk reported that minor maintenance works at the Sports Pavilion have recently been co-ordinated by the Assistant Clerk – the broken light in the kitchen has been repaired and the lock on the main door has been replaced.
 - ii. The Clerk received an email from the Chairman of Bramley Cricket Club enquiring if the Parish Council has a view on the installation of temporary netting at one end of Gosden Common, to be in place only when a cricket match is being played. The netting would be between 6 & 9 metres high and approx. 20m long. Members agreed that they had no objection in principle to this proposal, subject to the Cricket Club organising any planning requirements that may be needed. Clerk to respond to the Cricket Club accordingly.
- b. Station Road and environs (including Hall Road, Eastwood Road and Barton Road, Linersh Wood).
- i. Mr Seaborne reported that some Linersh Wood residents have contacted him with concerns about the large shrub that is growing on the corner of Barton Road and the Barton Road spur. The Clerk was asked to send the resident of the property a polite letter, asking if the shrub could be cut back to improve sight lines.
- c. High Street and environs (including Windrush Close, Old Rectory Close, Snowdenham Links Road and Lane)
- i. Mr Coleman reported that he has asked Surrey Highways if they are responsible for the slip-road between Select Convenience and the stream on Windrush Close. There is a hole in the tarmac on the road and part of the guardrail alongside the stream has broken, causing a danger to pedestrians. Surrey Highways has confirmed that this land is not their responsibility. Mr Coleman is awaiting feedback from Waverley Borough Council to find out if it is their responsibility.
- d. Grounds and Downs Link
- i. The Clerk has received 2 quotations to carry out grounds maintenance in the Parish to replace Shaun Clark who is no longer carrying out any works due to increased workload. The request for quotations included mowing of public areas in Bramley centre along with litter picking, plant care, hedge / tree trimming, weeding, leaf clearance, etc., as per a thoroughly documented list of requirements prepared by the Clerk. Grasstex has quoted £11,860 per annum (but does not include plant watering or gritting which could be done at extra cost). NJ Landscapes (the contractor used for mowing Gosden Common) has quoted £11,268 per annum (but does not include vegetation clearance from The Coombes to Hurst Hill Farm & area to west of A281 at Gosden Common – both could be done at extra cost, plant watering and gritting). Two further companies confirmed they would provide quotes during August, but these have not been received. The Clerk reported that in 2019/20 the Council spent £10,148 on these works and in 2020/21 (unusual due to Covid) spent £9,300. There is £10,950 allocated in the budget for the 2021/22 financial year. Members asked the Clerk to contact both Grasstex and NJ Landscapes for references, a rate for out-of-schedule works and details on any notice period required. Clerk to action and award the contract based on responses received from both contractors.
 - ii. The Clerk circulated a draft Maintenance Plan created by the Assistant Clerk. This plan will be updated regularly to assist the Council to plan and budget for required maintenance works in the Parish. The Clerk asked Members to send any suggested additions or amendments to the Clerk and/or the Assistant Clerk.

Clerk

Clerk

Clerk

Members



- iii. The Assistant Clerk arranged for the bench in Bramley Station to be repaired during August. She has also received 3 quotations for refurbishment of the station area including repainting of the station gates on either side of Station Road. All three quotations are at a similar level. The Clerk recommended that the works be carried out by Martin & Co. Their quote was marginally the cheapest and also included the installation of wired glazing in the side window. He is currently available to start the works in October. Members approved this expenditure and asked the Clerk to use the contractor who is available to carry out these works the soonest. Assistant Clerk to action.
- iv. The Assistant Clerk met with Mr Seaborne and Mr Campbell in early September to discuss the required works to the closed churchyard walls. Some ivy clearance to the walls will be carried out by a church working party on 17th September to improve visibility of the underlying condition of the walls. After this work has been completed, the Assistant Clerk has 3 contractors lined up to prepare quotations for the repainting of the walls.
- v. The Assistant Clerk has discussed the condition of the 2 telephone boxes in Bramley with BT. BT has confirmed they will replace the missing glass in the phone box at the end of Chestnut Way and confirmed that both phone boxes have been added to BT's repainting schedule for 2022.
- e. Rural Parish (including Thorncombe Street, Birtley Green, Grafham and south)
 - i. Nothing to report.

Assistant Clerk

Assistant Clerk

098/21 **Finance**

- a. Payments listed at Appendix B (circulated)
Members agreed payments between 21st July and 14th September 2021, to the value of £20,567.80. The listing was signed by Mr Seaborne and returned to the Clerk.
- b. Funding applications for projects
The Clerk circulated a revised plan for Major Projects in Bramley split into those that can be funded from the Precept, those for which funding could be applied for from CIL or Your Fund Surrey and those that would require substantial external investment.

- Precept funded projects
Members to review draft list and submit additions/amendments to the Clerk. It was agreed that the Bramley Station works are a priority. These are in hand.
 - Projects for Local Infrastructure (funded from CIL / Your Fund Surrey)
 - Members agreed that the installation of EV charging points in Village Hall car park, ideally through Surrey County Council, could be removed from the list as this is a project for the Village Hall Charity. Mr Coleman was asked to review this item at the next meeting of the VH management committee.
 - Members agreed that the laying of Astro turf at the Eastwood Road play area could be removed (or moved to the Major Infrastructure list) as too expensive.
 - Members agreed that creation of a launch area at the fishing lake could be removed from the list as the lake is owned by a private individual.
 - Members agreed that installation of roadside pollution monitors could be removed from the list as this is the responsibility of Waverley Borough Council Environmental Health team.
- It was agreed that the Clerk should press forward with funding applications for the remaining 3 projects – adult gym equipment (in the Chestnut Way play area instead of along the Downs Link) – a picnic area on Gosden Common –

Members



improved play equipment at Halsey Meadows and Eastwood Road play areas. The adult gym equipment project could be relevant for funding from the Waverley strategic CIL fund. The Clerk was asked to send the CIL information to Mrs Stern and Mr Molineux to for them to assist with the application. Applications for this round of CIL funding need to be submitted by 15th October.

Clerk

If funding from CIL is not appropriate, the ideas will be submitted to the Your Fund Surrey site and published in Bramley Update and on Facebook to gain community support.

099/21 Points of information and any other matters

a. Progress report on school playing field project
Mr Seaborne reported that he and the Clerk have both chased Surrey County Council on the draft Heads of Terms agreement. Graham Glenn is discussing the agreement with his legal team but believes the legal work has been delayed due to SCC having to use outsourced legal services.

b. Plans for Bramley Bonfire and Remembrance Sunday
It was reported that the 2021 Bramley Bonfire event is going ahead (subject to Covid restrictions at the time), as would the service at the War Memorial on Remembrance Sunday.

Clerk

The Clerk will submit the required applications to Surrey Highways for road closures for both events.

Clerk

The Clerk will ensure that the Silent Soldier is fixed to the War Memorial gates prior to the Remembrance Sunday service.

c. The Clerk reported that the office printer either needs to be repaired or replaced. The required repairs will cost in the region of £300. A replacement printer will cost £400. The current printer is 6 or 7 years old. Members agreed that the Clerk should purchase a new printer.

Clerk

d. Mr Hughes reported that Thames Water has assessed the surface water drainage issues at Bramley Mill, but no action has been taken to date. Mr Hughes will continue to follow this up with Thames Water.

Mr Hughes

e. The Clerk was asked to amend the agenda for future meetings so that actions from all Committees are included (Planning, Village Hall, Library, Resilience, Highways). Clerk to action.

Clerk

f. Cllr Deanus reported that preparatory work for repairs to Run Common Road are being planned. Once agreed, Cllr Deanus will post an update on the Bramley Update Facebook page.

g. Mr Seaborne advised Cllr Deanus that further concerns had been expressed by residents who use Snowdenham Lane, about the serious impairment of visibility for motorists as the pass the last houses in the settlement. Cllr Deanus was advised that he should expect correspondence on this from residents.

The meeting closed at 20:45.

Agreed and signed Chairman, 21st October 2021