



Minutes of a Meeting of Bramley Parish Council
Held remotely via Zoom on 17th December 2020, starting at 7:30pm

PARTICIPANTS

Mr R Seaborne, Messrs P Leung, R Stern, M Byham, A Coleman, Mrs F Stern and Mrs A Burrows. Mrs Victor, the Clerk was also present. There was 1 member of the public in attendance. PS Claire Sutherland attended the meeting. County Councillor Victoria Young and Borough Councillor Martin D'Arcy were unable to attend.

068/20 To receive apologies for absence

- a. Apologies for absence were received from Messrs T Hughes and P Molineux.

069/20 Declarations of interest in agenda items

None.

070/20 Bramley Neighbourhood Police update

- a. PS Claire Sutherland attended the meeting to update Members on recent crimes of public interest.
- On 19th November an attempted break-in to a shed at a property on Birtley Road occurred.
 - On 24th November, horse tack, feed, hay nets and medical supplies were stolen from a field on Combe Lane.
 - On 3rd December a driver was charged with drink/drug charges at Links Road. This crime is linked with possession with intent to supply and is under investigation.

Members noted that there seems to be fewer crimes in the area in recent times. PS Sutherland agreed that there are fewer house burglaries, probably due to Covid-19 restrictions, but that shed and outbuilding burglaries are still common.

- b. PS Sutherland updated Members on a new member of her team, PC Gavin Greenaway who is a constable dedicated to Bramley and the surrounding areas.
- c. Mr Seaborne thanked the local policing team for their support following the reporting of a crime in Bramley recently. Although it was not an emergency, Surrey Police made a very swift and professional response, and made the effort to feed back to Mr Seaborne following the incident.
- d. The Clerk was asked to put the news about PC Greenaway in the next issue of Bramley Update. She will also include a warning to residents to ensure that sheds and outbuildings are secure.
- e. The Clerk will send PS Sutherland the dates for 2021 full Council meetings, so she can make a note to send information about recent crimes prior to the meetings. She will ask PC Greenaway to briefly attend the January meeting so he can introduce himself to the Council. PS Sutherland plans to attend 3 meetings of Bramley Parish Council over the course of 2021.

071/20 Review of Planning Applications

- a. Current planning applications were reviewed by Members and their comments recorded by the Clerk. The Clerk will submit the comments from Members to Waverley Borough Council.

ACTION

Clerk

Clerk

Clerk



072/20 **Minutes of the meeting 19th November 2020**

- a. Minutes of the meeting 19th November 2020 were agreed by the meeting as a true record. These will be signed by the Chairman at the next meeting held in person.

073/20 **Matters arising from minutes 19th November 2020**

None.

074/20 **Correspondence**

- a. Members reviewed the Correspondence received as detailed in the Correspondence report.
- b. The Clerk received a request from the South West Surrey Domestic Abuse Outreach Service for a contribution towards their services in the next financial year. They forwarded a report on how they supported the community over the last year, but no information specific to Bramley. Across the whole service, they had 850 new referrals and 53 children were supported.
The Clerk was asked to contact the service to ask if they can send information about how many individuals they have helped within Bramley. In order to approve any grant, it is important that service to our community is demonstrated.
- c. The Clerk received and forwarded to Members an updated draft Taxi and Private Hire Licensing policy from Waverley Borough Council. Consultation on the draft policy closes on 17th January. Members had no comment on this draft policy.
- d. The Clerk received and forwarded to Member a complaint from a Mill Lane resident about the noise and blocking vehicles from builders working at Mill Farm Cottage. Mr Seaborne had already responded to the resident to advise that he should contact the Waverley Planning Enforcement team about this matter.
- e. Since sending the Correspondence report, the Clerk has received an email from an Eastwood Road resident who is working towards his Bronze Duke of Edinburgh Award. He has asked if he can volunteer in Bramley for an hour per week and suggested carrying out some litter picking, cleaning or leaflet distribution. The Clerk has asked him to confirm his age so she can check that he could be covered under the Parish Council insurance policy. Members are concerned about him working on his own and suggested the Clerk find out if he can do it with a friend.

Clerk

Clerk

075/20 **Waverley and Surrey County Councillors update**

- a. Mr Seaborne reported that at the Waverley BC full Council meeting this week, the following matters were discussed:
 - Update on the medium-term financial plan.
The Covid-19 pandemic has led to an uncertain position and it has been difficult to plan effectively. Income from leisure centres and car parks have been reduced by more than £2m each in the current financial year.
 - Corporate strategy
This strategy has been reworked and approved by Waverley Members, despite some feeling that it contains a lack of focus.
 - Carbon neutrality action plan
This has been approved by Waverley Members. There remains little clear focus and costing information within this plan. The next update is not due until October 2021.

076/20 **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. It was noted that decisions on many (larger) planning applications are taking longer than expected.



- b. Neighbourhood Plan (NP) progress report.
 - i. Mr Stern reported that Waverley Borough Council has this week (finally) confirmed that a Strategic Environmental Assessment is not required for the Bramley Neighbourhood Plan. Mr Seaborne thanked Mr Stern for his persistence in this matter, which led to this positive outcome.
 - ii. Waverley believes that due to the timescales required for final review of the plan and external examination, it is unlikely for it to be possible for the Plan Referendum to coincide with the Surrey County Council and Police and Crime Commissioner elections in May 2021. A polite but firm response will be forwarded to Waverley shortly.

077/20 Report from Library committee

- a. The Clerk circulated a report from the Library Operations team to Members. Mr Byham reported that the Library Operations Team and Volunteers have all been working very hard to keep Bramley Library open recently. This was noted by Members.

078/20 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.
It is hoped that bookings will return to a more normal level early in the 2021-22 financial year.

079/20 Parish updates and actions

- a. Pavilion and environs (including Gosden Common, Links Road)
 - i. The Clerk reported that she has received an email from a Links Road resident to report that there appears to be some felt panels removed from the roof of the Pavilion. The Clerk will investigate this matter in the coming days. Clerk
- b. Station Road and environs (including Hall Road, Eastwood Road and Barton Road, Linersh Wood)
 - i. The Clerk has received a request to arrange for the white road markings at the mini roundabout to be repainted by Surrey Highways. The Clerk plans to survey other road markings in the village to report this and any other that need to be repainted at the same time. This will be actioned over the coming days. Clerk
- c. High Street and environs (including Windrush Close, Old Rectory Close, Snowdenham Links Road and Lane)
 - i. The Clerk received an email from a Snowdenham Links Road resident to report that the some of the posts holding the handrail on the footpath from Snowdenham Lane to Snowdenham Links Road are rotten and need to be replaced. The Clerk has reported this to the Surrey Countryside Access team.
Mr Byham believes that this footpath may be within land owned by Mr Hamilton. Should Surrey County Council not make the necessary repairs, the Clerk should approach Mr Hamilton's agent to see if they will carry out the necessary work. Clerk
- d. Grounds and Downs Link
 - i. The Clerk has spoken to the owner of Forresters Farm who is overall very pleased and grateful to the Parish Council for the vegetation clearance works that have been carried out on the boundary of her property on Birtley Road. She feels that one or two more small trees would benefit from being removed from the strip of land between the pavement and her property and asked if the Parish Council groundsman could return to do this.



Members agreed that it is important that the landowner identifies her boundary line prior to any further work being carried out by the Parish Council. The Clerk will discuss this matter further with the landowner.

Clerk

- ii. The Clerk confirmed that she is expecting the Downs Link to be swept by the groundsman prior to Christmas.

Clerk

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

- i. Nothing to report.

080/20 **Finance**

- a. Members approved the payments to the value £5,194.80. 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 pointed out that the payments list does not include any items relating to the Village Hall.

- b. The Clerk circulated the report from the internal auditor on the interim audit that was carried out in early December. There are a number of recommendations within the report that the Clerk will action. As it has taken so long to open a new charity bank account for Bramley Village Hall (due to Covid-19), the auditor recommended that the separation of the Village Hall accounts take place from 1st April 2021. This will result in another qualification from the external auditor for the 2020/21 accounts. The Village Hall committee has agreed to this approach. This approach was also agreed by Members.

Clerk

c. Draft Budget 2021/22

- i. The Clerk circulated an amended draft budget for 2021/22. Members agreed the Major Projects to be carried out in the next financial year as follows:
- £6,750 as a grant to the Bramley Village Hall charity to cover losses made during the Covid-19 pandemic.
 - Up to £5,000 for a Bramley in Bloom project. Areas within the village will be identified for increased planting of flowering shrubs. The Clerk will discuss the project with a local horticulturalist.
 - Up to £5,000 for consultancy services for the lease of the Former School Playing Field from Surrey County Council.

Should any of the above projects not be carried out, any available Major Projects funding will be spent on equipment improvements at the Eastwood Road play area.

It was agreed that the provision of Trim Trail equipment should be submitted as an application to Surrey County Council for their Big Fund. The Clerk will add this to the list of possible proposals, to be discussed at the January meeting.

Clerk

- ii. Budgeting the above for Major Projects will result in a Precept at the same level as last year - £59,846. The Clerk noted that the budget does not include an increase in the hourly rate for the groundsman and Pavilion cleaner. This was agreed by Members. The Clerk will complete the necessary paperwork and submit it to Waverley Borough Council prior to the 8th January 2021 deadline.

Clerk

- c. It was noted that there are funds available for additional for grounds work for this financial year. Mr Seaborne proposed that further vegetation clearance works be carried out on footpaths and bridleways in Bramley. This was agreed by Members, who will forward details of any overgrown footpaths to the Clerk.

Members



081/20 **Points of information and any other matters**

- a. Discussion on Former School Playing Field
Mr Seaborne reported that a positive meeting has been held with Surrey County Council to discuss the possible long term leasing of the former school playing field to the Parish Council at a peppercorn rent. SCC is preparing a draft Head of Terms agreement. This matter will be discussed further at a future Parish Council meeting, once the draft agreement has been received.
- b. The Clerk reported that she will be on annual leave from 23rd December to 4th January.

The meeting closed at 9.25pm.

Agreed and signed Chairman, 21st January 2021