



BRAMLEY PARISH COUNCIL

REPORTS PACK

Meeting of 15th September 2022

BRAMLEY PARISH COUNCIL CORRESPONDENCE REPORT**SEPTEMBER 2022****Minute ref 074/22 – Correspondence** (14th July to 8th September 2022)

Ref	Sender	Details	Clerk action or recommendation
1.	Old Rectory Close resident	Following discussion at the July Parish Council meeting, resident confirmed that a quote of £2,700 had been received for repairs to the wall at Rhens Place. Requested that she and Bernard Brace Accountants been kept informed of Parish Council discussions.	Clerk sent letter to Bernard Brace and the resident setting out the Parish Council's position regarding the wall. No response received to date. Clerk to follow up.
2.	Mike Platten, Internal auditor	Letter of engagement received to carry out the internal audit of the Parish Council accounts for the 2022/23 financial year, at a cost of £405 plus travel from Farnham at 45p per mile.	To be discussed at the September Parish Council meeting.
3.	Chailey Gibb, Electoral Services Manager, Waverley BC	Email received confirming recommendations from Waverley Full Council regarding the Community Governance Review. Parish boundary changes proposed by Bramley PC for Whipleigh Manor Farm and Hascombe were agreed by Waverley. These changes need to be agreed by the Boundary Commission – expected late 2022.	Clerk forwarded to Members for information. No further action required.
4.	Waverley Borough Council	Notification received that the sale of Dunsfold Park to Columbia Threadneedle Investments will not be proceeding. Waverley has been reassured that the current owners, Trinity College and The Rutland Group continue to progress the infrastructure and other works necessary to enable the delivery of the new garden village, including the construction of the new access road to serve the housing.	Clerk forwarded to Members. No further action required.
5.	Birtley Road resident	Email received by Mr Leung asking for the Parish Council's view on the establishment of a youth club in Bramley. Apparently, there are successful youth clubs in Cranleigh, Farncombe and Godalming which give kids a safe meeting place and a purpose. The Village Hall was suggested as a suitable location.	To be discussed at the September Parish Council meeting.
6.	Waverley Borough Council	Notification that from April 2023, Surrey County Council will be reclaiming responsibility for highways verge cutting and parking enforcement from Waverley.	Clerk forwarded to Members for information.
7.	Kevin Deanus, Surrey County Councillor	Clerk contacted Cllr Deanus and Surrey Highways regarding the request from residents at the end of Eastwood Road for "No Turning" road signage to be installed at the end spur of Eastwood Road. Response received stating that there are no signs prescribed by the Traffic Signs Regulations and General Directions 2016 to prevent turning on the highway, therefore they are not able to provide a sign in this instance.	Clerk informed the residents of Eastwood Road who asked for advice. No further action required.

Ref	Sender	Details	Clerk action or recommendation
		Surrey Highways recommends that householders consider the use of electronic recording equipment so that they can potentially witness any incidents and then use any evidence collected in a claim.	
8.	Revd Andy Davis	Response received from Revd Davis regarding the maintenance of the churchyard walls at Holy Trinity. He states that the PC has a statutory duty to maintain the walls.	Matter was discussed by Members at Maintenance meeting on 1st September. PC does not have funds to carry out maintenance of walls this financial year, unless there is a health & safety issue. Clerk to respond to Revd Davis.
9.	Bramley resident	Concern about a campfire that was started in the woods on Hurst Hill during extreme hot weather. Fire service spent many hours extinguishing the fire, not helped by difficulties accessing the location.	Messages posted on Facebook and in Bramley Update warning residents of the danger of lighting fires in wooded areas.
10.	St Catherine's School	Email to ask if the Parish Council are happy for the school to display a banner on the railings at The Warren on Horsham Road communicating a new Art & Maker Space facility at the school. The banner will be in place from 8th September for a few weeks.	Discussed at Maintenance meeting. No objection from Members. Clerk responded to St Catherine's.
11.	Birtley Road resident	Resident had asked Surrey County Council if the Council would release part of the former school playing field to the resident to extend their garden. SCC informed the resident that they are in talks with the Parish Council to lease the land on a long-term agreement. Resident asked Clerk if the Parish Council would consider selling part of the land once agreement with SCC has been reached.	Clerk asked Mr Seaborne for advice on how to respond. Response sent to state that discussions with SCC are ongoing, with the intent that BPC takes a long lease on the Former School Playing Fields for use as a community resource. At this time the land still remains in the hands of Surrey CC so the Parish Council cannot comment further.
12.	Cllr Deanus / Surrey Highways	Clerk continued to chase up the application to Surrey Highways for a new grit bin on Chestnut Way, submitted in January 2022. Clerk also submitted an official complaint on the SCC website. A response from Surrey Highways was eventually received to confirm that the new bin will be installed within the next 8 weeks.	Clerk will continue to follow this up to ensure that the bin is installed prior to the onset of winter.
13.	Bramley resident	Email received expressing concern about the traveller that lives under the Tannery Lane bridge. Apparently he has started digging out the side of the	Clerk to investigate.

Ref	Sender	Details	Clerk action or recommendation
		footpath next to the bridge, leaving a drop of up to 1m at the edge of the path.	
14.	Bramley resident	<p>The Clerk has been in discussion with the resident about the planning application for 2 new dwellings at Wisteria. The resident attended the Planning meeting when this application was discussed.</p> <p>Further to the meeting, the resident has carried out extensive research on the common land aspect of the application. He has discovered that no application has ever been made to the Secretary of State to release the common land – either for the house that’s currently being built, nor for the application for the 2 houses.</p> <p>He has notified the Senior Countryside Access Officer at Surrey County Council, who has responsibility for matters concerning common land.</p>	No further action required at this time.
15.	Bramley resident	Email received with complaint that the Parish Council does not seem to care about the speed of vehicles on the A281 and asked the Council to do something about it.	<p>Clerk responded to confirm that the Parish Council takes traffic speed very seriously and has been lobbying, along with the Infant School for speed cameras on the road for some considerable time. She confirmed that Surrey Highways plans to install average speed cameras on the road in the next financial year.</p> <p>Clerk invited the resident to volunteer for the Community Speedwatch team.</p>
16.	Fisher Rowe Close resident	<p>The resident has been in discussion with Surrey County Council for some time about a tree that is dying located behind his house, alongside the Downs Link. He has asked the Rights of Way team to remove the tree as it is in danger of falling onto his house. Surrey CC has informed him that the tree is not on his land, but is on a pathway between the Downs Link and the houses, and is the responsibility of the home owner. The resident has plans of his boundary, the tree is outside of this boundary. SCC has apparently previously cut back some branches from the tree that were overhanging the resident’s boundary.</p> <p>The resident cannot afford to have the tree removed himself but would be happy to make a contribution to SCC. He asked the Clerk if the Parish Council is able to help.</p>	<p>Clerk visited the resident to see the tree and discuss the issue further.</p> <p>The Clerk will contact Cllr Deanus and the Rights of Way team to see if an agreement can be reached.</p>

Ref	Sender	Details	Clerk action or recommendation
17.	Applicant for Clock House Lane planning application.	Email to express surprise that the Parish Council objected to the planning application for 2 dwellings on Clock House Lane. He could not understand why the PC would object when they supported the previous application in 2014.	Clerk responded that the previous application was prior to the Bramley Neighbourhood Plan. The Plan does not support such development.
18.	Chestnut Way resident	Further to report in Bramley Update about security at Gosden Common, the resident asked if the play area at Chestnut Way can be made more secure. Apparently, horses and vehicles are often accessing the play area. He also said that fly tipped material is regularly dumped in the car park on Chestnut Way.	Clerk responded to inform the resident of the plans to plant some trees and that Waverley are planning to install a bund. She will inform the Waverley Officer that vehicles and horses are already accessing the field. The Clerk will raise the fly tipping issue with Waverley.
19.	Waverley Borough Council	Notification that according to Regulation 121B of the CIL Regulations 2010 (as amended), the Parish Council must prepare a report for any financial year in which it receives Neighbourhood CIL receipts. The PC must also send a copy of the completed report to the Waverley CIL Team and publish it on the Parish Council website no later than 31st December following the end of the financial year. In the 2021/22 financial year, Bramley PC received £6,529.14 of Neighbourhood CIL from Waverley Borough Council.	Clerk has completed the required report, submitted it to Waverley Borough Council and published it on the Parish Council website. No further action required.
20.	PKF Littlejohn	Notice of conclusion of Audit for the 2021/22 financial year was received from the external auditor. On the basis of their review of the Annual Governance and Accountability Return, the information prepared and submitted by the Clerk is in accordance with Proper Practices and no other matters have come to their attention that give cause for concern.	Clerk has published the Notice of Conclusion of Audit with the Report and Certificate on the website. To be noted and minuted at the September Parish Council meeting.

Planning Review Committee meeting 21st July 2022

<p>PRA/2022/01741</p>	<p>LOWER COMBE FARM BARN, THORNCOMBE STREET, BRAMLEY, GU5 0NF General Permitted Development Order 2015, Schedule 2 Part 3 Class R – Prior Notification Application for change of use of 2 agricultural buildings to a flexible commercial use (Class E(g) Business).</p>
<p>No objection. BNP-L3 policy in the Bramley Neighbourhood Plan supports sustainable growth of the rural economy, however we would recommend that some restrictions are incorporated if this application is approved. Our major concern is the suitability of Alldens Lane for uncontrolled and increased traffic movements therefore if Class E is granted then some condition should be considered. There is also no lighting scheme provided, to comply with policy BNP-E3, to protect our local wildlife from light pollution and suggest that this should be added.</p>	
<p>Amendment to: WA/2021/02003</p>	<p>WEY AND ARUN CANAL BETWEEN RUSHETT COMMON AND BIRTLEY ROAD, BRAMLEY Proposed canal restoration construction of new towpath; new bridleway bridge; and new lock with associated footbridge; alterations to public rights of way; landscaping and planting; temporary construction access.</p>
<p>The amendment/information relates to the following: Removal of permanent works to provide canal on Downs Link from proposal (a temporary construction access only with temporary public right of way diversion is now proposed in this area); Covering letter updates with regards to assessment of impacts on trees, ecology and landscape/visual.</p>	
<p>Bramley Parish Council has no objection to the amendment to this application.</p>	
<p>WA/2022/01692</p>	<p>PERRYLEA, 2 BIRTLEY GREEN, BIRTLEY ROAD, BRAMLEY, GU5 0LE Erection of two storey and single storey extensions and alterations.</p>
<p>No objection. There are no policies in the Bramley Neighbourhood Plan which conflict with the proposed extensions and alterations. The property is in a rural location and the ecology report is not of a concern as recommendations have been made. Bramley Parish Council has no objection. Note: It was observed that the 45-degree rule is not marked on the plans. As it is a semi-detached house we recommend that it should be assessed by the planners in terms of amenities and light reduction if any.</p>	
<p>WA/2022/01693</p>	<p>WESTFIELD, 18 LINERSH WOOD CLOSE, BRAMLEY, GU5 0EG Erection of extension to entrance porch and alterations.</p>
<p>No objection. There are no policies in the Bramley Neighbourhood Plan which conflict with the proposed porch extension and alterations. Bramley Parish Council has no objection.</p>	

WA/2022/01732 WINKWORTH, STATION ROAD, BRAMLEY, GU5 0AY
Creation of vehicular access and dropped kerb.

No objection. There are no policies in the Bramley Neighbourhood Plan which conflict with the proposed dropped curb. Bramley Parish Council has no objection.

Note: It appears from the application that the work has already been completed. The Highways department at Surrey County Council should determine that the pavement has not been damaged and there is no danger or negative impact for pedestrians as this is a busy walking route and close to a school.

WA/2022/01738 THE BARN, HURST HILL FARM, CHESTNUT WAY, BRAMLEY, GU5 0JF
Change of use of equestrian building to form a dwelling together with alterations.

No objection. There are no policies in the Bramley Neighbourhood Plan which conflict with the proposed alterations to the grade II listed barn, including policy BNP-G2. Bramley Parish Council has no objection.

WA/2022/01739 THE BARN, HURST HILL FARM, CHESTNUT WAY, BRAMLEY, GU5 0JF
Listed Building consent for internal and external alterations to equestrian buildings to form a dwelling.

No objection. There are no policies in the Bramley Neighbourhood Plan which conflict with the proposed alterations to the grade II listed barn, including policy BNP-G2. Bramley Parish Council has no objection.

Planning Review Committee meeting 4th August 2022

WA/2022/01784 AXTELL AUTOMOBILE ASSOICATES LTD, DESTINATION TRIUMPH, BIRTLEY ROAD, BRAMLEY, GU5 0JA
Erection of 5 dwellings and associated parking following demolition of existing car showroom / garage.

SUPPORT

Bramley Parish Council's four considerations in reviewing this application are: (1) the size of the proposed homes (primarily numbers of bedrooms), (2) the provision of sufficient parking spaces, (3) safe access to the A281 and (4) the design and fit of the buildings with surrounding buildings given the prominence of the site and the impact on neighbours.

Bramley Neighbourhood Plan Policy BNP-G1 directs commercial developments to four locations within the Parish of which this is not one and Bramley Parish Council supports the conversion of the site to residential with it being in an otherwise exclusively residential area. BNP-G2 supports 2 bedroom homes within the settlement boundary and this application is for five 2 bedroom homes which is the most significant housing need within Bramley. BNP-H3 also shows a clear preference for 2-bedroom homes which this application provides. Policy BNP-I2 requires sufficient parking that meets Waverley Borough Council's parking guidelines which this application does.

In Policy BNP-S1, this site (976) is allocated as a site for residential development within the Bramley Neighbourhood Plan, albeit for eight homes. However, Bramley Parish Council notes the provision of adequate parking, safe access to the A281, and the reduced housing mass offered by five houses and believes this design should be supported. We should not also that the eight houses noted in the Neighbourhood Plan are not required to meet Bramley's share of the Waverley housing target and that

Bramley will comfortably exceed its allocation of 90 houses required under Policy ALH1 of the Waverley Local Plan.

Bramley Parish Council therefore believes this application meets all relevant policies in the Bramley Neighbourhood Plan and will make an important contribution to the number of 2-bedroom homes in Bramley.

We note the neighbour's concerns regarding overlooking and loss of light and ask (1) that Waverley consider whether there would be any loss of light consequent upon the north-most new house being 3.5m in front of the immediately neighbouring property; and (2) whether there is a need to replace the existing wall with that property given the proposed new wall at only 1.8m high will create overlooking of that neighbouring property.

WA/2022/01837 SADDLERS, HIGH STREET, BRAMLEY, GU5 0HP
Listed Building consent for internal and external remedial repairs to south gable wall together with remedial repairs to boundary wall.

No objection. Saddlers is a building of historic importance to Bramley and the proposed works have been thoroughly analysed and are necessary for the ongoing integrity of the building.

WA/2022/01849 GREENSANDS, PRIMROSE WAY, BRAMLEY, GU5 0BZ
Certificate of Lawfulness under Section 192 for erection of a single storey rear extension (revision of WA/2022/01322).

This certificate appears to have already been granted by Waverley Borough Council.

Planning Review Committee meeting 18th August 2022

NMA/2022/01881 3 RIVERSIDE DRIVE, BRAMLEY, GU5 0DT
Amendment to WA/2021/01093 – adjust a window to a door with side window.
This new door will be 1.5m to the left of the existing side door.

No objection. Bramley Parish Council has no objection to this modest amendment.

WA/2022/01932 LAND ON SOUTHERN SIDE CENTRED COORDINATES 500488 144853, CLOCK HOUSE LANE, BRAMLEY
Erection of two dwellings, landscaping and associated works.

OBJECT

The Bramley Neighbourhood Plan (Appendices paragraph 7.7 Site 637 Clockhouse Lane) considers this land and notes that the land has “only possible development use for between one and several large houses [which] does not align with this plan’s objectives” and therefore rejects development on it given the land is green belt, AONB and outside the Settlement Boundary. Waverley Borough Council had previously rejected the development of a single large property and the Bramley Neighbourhood Plan saw no reason to seek to alter Waverley’s stance.

For any development to proceed it would require that very special circumstances be demonstrated that would cause Waverley Borough Council to consider designating this site as a rural exception site. The very special circumstances that the applicant puts forward appear to be the positive environmental and ecological credentials of the proposed properties. Bramley Parish Council has no reason to question

those credentials to which considerable thought has clearly been given but does not believe that they demonstrate very special circumstances especially when put alongside the fact that the application does not contribute to the objectives of the Bramley Neighbourhood Plan. Bramley Neighbourhood Plan states that “four and above bedroom homes have no priority within this plan”.

Policy BNP-E3: Lighting and Maintaining Dark Skies Appropriately in the Bramley Neighbourhood Plan states that “Proposals should seek to avoid increasing light pollution and ensure consistency with the surrounding settlement areas” and “Residential development should be designed to minimise light pollution, avoiding the use of unscreened roof-lights or atria.” The proposed dwellings will have many large windows and rooflights. Despite the fact that the properties will be sunken into the hillside, there will be a significant amount of light pollution.

Given that the application does not contribute to the objectives of the Bramley Neighbourhood Plan and that such at least such a contribution would be required if very special circumstances were to be demonstrated Bramley Parish Council objects to this application.

WA/2022/01957 22 HIGH STREET, BRAMLEY, GU5 0HB
Change of use of ground floor from beauty salon (Use Class E) to mixed use beauty salon (Use Class E) and nail salon (Sui Generis).

SUPPORT

Bramley Neighbourhood Plan Policy BNP-L1 recognises the value of Bramley Local Centre and seeks to enhance that value through supporting retail businesses operating on Bramley High Street. Given this application may be assumed to enhance the viability of 22 High Street, Bramley Parish Council would support this change of use.

WA/2022/01961 SLADES FARM, THORNCOMBE STREET, BRAMLEY
Application under section 73A to remove Condition 5 (restrictions on time period use of three tents) of WA/2020/1861 as the tents have been removed.

No objection. The applicant appears to have delivered against the previous time restriction on white tents and replaced them with green tents that were acceptable to Waverley previously. On that basis Bramley Parish Council has no objection.

WA/2022/01982 LAND AT WISTERIA, BIRTLEY ROAD, BRAMLEY
Erection of two detached dwellings and associated works.

OBJECT

Bramley Parish Council objects to this application on a number of grounds:

- **Parking** is a particular issue in the residential areas of Bramley. Paragraph 6.1 of the Design and Access Statement states there would be two spaces per home and the diagram in 6.14 shows two spaces. Paragraph 6.23 states that the properties will be provided with three dedicated parking spaces, and paragraph 6.45 also states three spaces per home. BNP-I2 of the Bramley Neighbourhood Plan requires 3 spaces per three bedroomed property where there are no shared visitor spaces. Regardless of other considerations Bramley Parish Council believes it is essential that this significant discrepancy in the application is resolved before any determination is made.

There is no possibility of on-street parking in this location. All the parking will need to be within the curtilage of the properties. There is not sufficient space on the site to allow for 3 parking spaces per dwelling.

- **Access.** The plot is very narrow for this scale of development between the A281 and the Downs Link. With this narrow plot and the very narrow pavement alongside the site, there is minimal room for access onto the A281.

Due to the location of the proposed parking spaces, it will not be possible for vehicles to be able to enter and leave the properties in forward gear. Reversing into or out of the properties in this location on the A281 will be hazardous. The A281 is already dangerous and congested with higher accident levels than typical of this nature of road and we should not allow applications that may contribute to difficulties of access onto the A281.

There is a discrepancy in the proposed site plan. The plan shows that access to the properties will be via the existing dropped kerb. The location of the dropped kerb shown on the site plan is not in the location of either of the 2 existing dropped kerbs.

- **Common Land.** The site, or at least part of it, is Common Land and would therefore require separate permission to build anyway under the Commons Act 2006 following an application to the Secretary of State to extinguish the Common Land designation. Given other considerations we do not believe it appropriate to grant permission to enable that next step in the process. We would also not support the loss of any common land in Bramley to development.
- **Trees.** The application states that no trees will be affected, they will be.
- **Visual Amenity.** While there clearly are many other houses on the west side of the A281 along Birtley Road, the area in question is one of the few green spaces between the A281 and the Downs Link. The Parish Council would wish to protect that green space.

The Downs Link is a protected route. The properties are proposed to be built directly adjacent to the boundary of the site which will have a detrimental impact on the trees alongside the Downs Link.

- **Street scene.** All properties along the A281 are facing the road, with their front doors at the front of each house. The proposed houses will be built perpendicular to the road, with the front doors at the side of each property. Residents living opposite these houses will have a view of high walls with few windows.

The proposed zinc roofing is not in keeping with housing elsewhere in Bramley.

- **Construction phase.** During construction, as the plot is so narrow and the houses will be sited adjacent to the plot boundary, scaffolding will need to be erected on the narrow pavement and the edge of the Downs Link. Bramley Parish Council believes it will not be possible to construct these houses in a safe manner.
- **Overdevelopment.** Given the narrow nature of the site, the properties would fill this and provide a significant mass immediately adjacent to the A281. Bramley Parish Council believes this to be overdevelopment.

Planning Review Committee meeting 1st September 2022

WA/2022/02030 RANELAGH, 14 LINERSH WOOD CLOSE, BRAMLEY, GU5 0EG
Erection of extensions and alterations to elevations together with creation of glazed juliet balcony and installation of rooflight (revision of WA/2021/02937).

No objection. Bramley Parish Council notes that this is a revised application that seeks to address issues identified by Waverley which was refused on 10th January 2022. Subject to Waverley being satisfied with the revised application, Bramley Parish Council has no objection and does not believe that there are any considerations with regard to the Bramley Neighbourhood Plan.

WA/2022/02101 11 WOODROUGH COPSE, BRAMLEY, GU5 0HH
Erection of single storey extension and entrance porch.

No objection. Bramley Parish Council has no objection to this application and there are no considerations relating to the Bramley Neighbourhood Plan. There appear to be no issues of overlooking, overdevelopment or parking.

WA/2022/02102 WOODEND, MUNSTEAD HEATH ROAD, BRAMLEY, GU5 0DD
Erection of a detached greenhouse following demolition of existing greenhouse.

No objection. Bramley Parish Council has no objection to this application and there are no considerations relating to Bramley Neighbourhood Plan.

Recent Applications GRANTED by Waverley Borough Council

Ref	Address	Details	Parish Council Response
WA/2022/00142	The Ranch House, Primrose Way, Bramley	Erection of detached garage.	No objection.
WA/2022/01173	5 Edencroft, Bramley, GU5 0AU	Erection of extensions and alterations including dormer extension and rooflight to provide additional habitable accommodation.	No objection, but concerns: <ul style="list-style-type: none"> • 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/2022/01453	Buttermere Cottage, Tanyard Lane, Bramley, GU5 0AG	Alterations to detached garage to provide additional habitable accommodation at ground floor and first floor with rooflights.	No objection.
WA/2022/01849	Greensands, Primrose Way, Bramley, GU5 0BZ	Certificate of Lawfulness under Section 192 for erection of a single storey rear extension (revision of WA/2022/01322).	No objection.

Recent Applications REFUSED by Waverley Borough Council

Ref	Address	Details	Parish Council Response
WA/2022/01322	Greensands, Primrose Way, Bramley, GU5 0BZ	Certificate of Lawfulness under Section 192 for erection of a single storey extension and alterations to enclose existing loggia to provide additional habitable accommodation following demolition of existing single storey extension.	No objection but notes that this property has previously been extended and there is no reference within this application of this additional increase in floor space and Waverley's 40% rule / guidance.
WA/2022/01498	Snowdenham, Snowdenham Lane, Bramley, GU5 0DB	Erection of outbuilding following demolition of greenhouse.	No objection.

Recent Applications WITHDRAWN

Ref	Address	Details
WA/2022/00023	Fairdene, 6 Riverside Drive, Bramley, GU5 0DT	Erection of extensions and alterations, and alterations to roof, including hip to gable and dormer extensions to provide additional habitable accommodation.
WA/2022/00666	Combe Farm, Thorncombe Street, Bramley, GU5 0NF	Certificate of Lawfulness under Section 191 for use of the building associated yard as an office and has been in use as such for a period in excess of 10 years.