



Minutes of a Meeting of Bramley Parish Council
Held at Bramley Sports Pavilion on 16th December 2021, starting at 7:30pm

PARTICIPANTS

Mr R Seaborne, Messrs M Byham, T Hughes and P Leung. The Clerk was also present. There were no members of the public in attendance.

122/21 To receive apologies for absence

- a. Apologies were received from Mr T Coleman, Mr P Molineux, Mr B Stern, Mrs A Burrows and Mrs F Stern.

123/21 Declarations of interest

- a. None.

124/21 Minutes of the meeting 25th November 2021

- a. Minutes of the meeting 25th November 2021 were agreed by the meeting as a true record. These were signed by the Chairman.

125/21 Matters arising from minutes of the meeting of 25th November 2021

- a. None.

126/21 Bramley Neighbourhood Police update

- a. Between 18th November and 7th December there have been 7 reports created of which 3 are of public interest:
- 25th November – High Street – Allegation of theft of shed after it was dismantled by builders. Deemed a civil matter and no further action taken.
 - 2nd December – Ricardo Court – Public order. Argument over a previous dog attacking another dog incident. Investigation ongoing.
 - 2nd December – Ricardo Court (relates to the above) – Allegation of dog being dangerously out of control putting female and son in fear. Investigation ongoing.

127/21 Correspondence

- a. Members reviewed the Correspondence report circulated by the Clerk.
- b. Grit bins on Chestnut Way / The Range.
Following the Clerk's request to Surrey County Council to install 1 or 2 grit bins on Chestnut Way, SCC has confirmed that the Parish Council can apply for additional grit bins at a cost of £826 per bin. This cost includes installation, repair, maintenance, insurance, administration and one fill per year, for 4 years. Members agreed that at least one grit bin on Chestnut Way would be of value and suggested that this could be funded out of the Neighbourhood CIL money recently received. The Clerk will check that this is permitted and if not, find the money to fund 1 grit bin in the budget. She was also asked to find out from SCC how long it would take to be installed.
- c. Mr Seaborne reported that he has discussed the offer of free trees from Surrey County Council with Mr Simon Whalley of Birtley House, who suggested that the area at the north-west corner of Run Common would benefit from some tree planting. It was also suggested that trees could be offered to local schools (Bramley Infant School, Grafham Grange, Unsted Park, St Catherine's, Gosden House) for them to plant to commemorate the Golden Jubilee next year. In the playing field on Chestnut Way there is also a section of fencing along which some

ACTION

Clerk



trees could be planted. Mr Whalley has a team of volunteers who to help with planting. Clerk to submit request to Surrey County Council for some trees.

Clerk

128/21 Waverley and Surrey County Councillors update

- a. Mr Seaborne reported that at a recent Council meeting, Waverley Borough Council approved the Local Plan Part 2 to be submitted for examination.
- b. WBC has also agreed for advanced studies to be carried out for a new leisure centre in the Village Way car park in Cranleigh. The current leisure centre will remain in place until the new one is built, which is expected to be in 2025. The Clerk was asked to include this news in Bramley Update.
- c. A review of governance of towns and parishes has been approved by Waverley Borough Council. More details of this will emerge in time.

Clerk /
Assistant
Clerk

129/21 Committee Actions

- a. Planning Review Committee
 - i. The list of current planning applications was discussed by Members at an online meeting earlier in the day. The Council approved the recommendations from the earlier meeting. The Clerk will submit Members' comments to Waverley Borough Council.
 - ii. Review of Planning report (circulated)
Members noted the Planning report circulated by the Clerk.
It was noted that the application for a convenience store at the old Destination Triumph site on Birtley Road has been refused by Waverley Borough Council. The Planning Officer referenced the Bramley Neighbourhood Plan in the report.
- b. Library Committee
 - i. Report noted for the record.
- c. Village Hall Management Committee
 - i. Report noted for the record.
 - ii. The Management Committee invites thoughts from Members on building up Village Hall reserves for future major maintenance works. The Parish Council could either agree to a future potential grant to the Village Hall if emergency funding is required, or the Parish Council agree a grant sooner in order to bring the PC reserves down to around 50% of the Precept. The former proposal was considered to be acceptable, and the Village Hall management committee was asked to submit to the Parish Council details on current reserves after the end of the financial year.
 - iii. The Management Committee proposed a sum of 30% of the annual insurance premium financed by the Parish Council towards the cost of insuring the Village Hall. This was unanimously agreed by Members. Clerk to action.
- d. Resilience Committee
 - i. Mr Hughes reported that he has had an initial meeting with the Clerk and Assistant Clerk to discuss updating the Bramley Emergency Plan. A further meeting is scheduled in January to progress this work.
- e. Highways Committee
 - i. Mr Seaborne reported that he is arranging for Surrey County Councillor, Cllr Deanus, to visit Bramley Infant School to discuss the ongoing dangers from the A281.

Clerk

VH
committee

Clerk



130/21 **Parish updates and actions**

- a. Pavilion and environs (including Gosden Common, Links Road)
 - i. The Clerk was asked to arrange for scalplings to be laid down on the Pavilion track early in the next financial year, prior to the Village Fete and the start of the cricket season.

- b. Station Road and environs (including Hall Road, Eastwood Road and Barton Road, Linersh Wood).
 - i. Nothing to report.

- c. High Street and environs (including Windrush Close, Old Rectory Close, Snowdenham Links Road and Lane)
 - i. The Clerk reported that she has now heard from Surrey Highways regarding the application for a dropped kerb at a dwelling in Old Rectory Close. As the road is a D road, no planning consent is required. The works to drop the kerb are due to take place this coming weekend. The Clerk has informed the resident who enquired about this matter who is not happy that these works can be carried out but understands there is little further that can be done. Members are concerned that this could set an undesirable precedent.

- d. Grounds and Downs Link
 - i. Grounds maintenance update
The Clerk reported that the windows at the station shelter have been replaced today.
 - ii. Churchyard walls
Works to repair the walls have commenced this week.
 - iii. The Assistant Clerk has received a quote of £1,012 to replace the broken bench at the Coronation Oak. The current bench is beyond repair. Members suggested that this could be funded from Cllr Deanus' Member Allowance. Clerk to investigate. If not suitable, the Clerk should approach the Village Hall management committee and/or the Village Fete committee to request a grant.
 - iv. The Clerk reported that she was able to replace the broken string of Christmas lights on the tree in front of the Library car park and the lights are now lit. She will contact Epsilon to remove the lights in the New Year and arrange a working group to work on a plan for improved Christmas lighting in the village for 2022.
 - v. Mr Hughes asked if there was any progress on the new signage. The Clerk reported that the Assistant Clerk is working on acquiring quotations. It was suggested that Scott Armstrong should also be approached.

- e. Rural Parish (including Thorncombe Street, Birtley Green, Grafham and south)
 - i. Nothing to report.

Clerk

Clerk

Clerk

Assistant
Clerk

131/21 **Finance**

- a. Payments listed at Appendix B (circulated)
Members agreed payments between 20th November and 10th December 2021, to the value of £4,414.19. The listing was signed by Mr Seaborne and returned to the Clerk.

- b. Review of draft 2022/23 budget
Further to discussion at the November meeting, the Clerk circulated a second draft of the Parish Council budget for the next financial year.
It was noted that:



- The separation of the Village Hall charity accounts from those of the Parish Council leaves a hole in the budget.
- Inflation is now at 5%.
- Due to the Covid pandemic, some budgeted planned works in the current financial year have not been undertaken. However, due to unforeseen circumstances, there could be a small deficit at year end.

These issues lead to a significant financial challenge in next and future years. The Village Hall management committee has agreed in principle to the Council's desire to reduce their reserves over time, allowing the Village Hall reserves time to increase.

The VH committee agree that it is a good idea for community grants to be awarded from Village Hall income and a nominal sum will be included in the Village Hall budget for 2022/23.

A Parish Council working group put forward a recommendation to reduce the Council's reserves to £45,000 for the 2022/23 financial year and to request a Precept of £64,559.64 from Waverley BC for the 2022/23 financial year – resulting in a 5.85% increase at Band D and an overall 7.88% increase on the 2021/22 Precept.

This was unanimously approved by Members. Clerk to submit the required paperwork to Waverley Borough Council by the 7th January deadline.

Clerk

c. Interim internal audit of 2021/22 account

The Clerk circulated the report from the internal auditor on the interim internal audit of the 2021/22 accounts.

The Clerk reported that she is working through the list of recommendations outlined by the internal auditor and will report further at the January Parish Council meeting.

Members thanked the Clerk for the work done to prepare the accounts for this interim audit.

Clerk

d. Member Allowance from Cllr Deanus.

Cllr Deanus has a small fund in his Member's Allowance for which applications need to be submitted in early January.

Members agreed that the Clerk should discuss applying for funding for a new bench at the Coronation Oak and/or the electrical work required in order to improve Christmas lighting on the grassed area in front of Bramley Library. Clerk to action.

Clerk

e. Smith's Charity Christmas voucher list

The Clerk reported that she has distributed the Christmas vouchers to the agreed list of recipients. Unfortunately, the Manager at Co-Op informed the Clerk that they do not have the ability to process the Smith's vouchers in their store this year, so the vouchers can only be redeemed in Select Convenience.

132/21 **Points of information and any other matters**

- a. None.

The meeting closed at 20:05.

Agreed and signed Chairman, 20th January 2022