



**Minutes of the Meeting of Bramley Parish Council**  
**Held at Bramley Village Hall on 19th January 2023, starting at 6:00pm**

**PARTICIPANTS**

Mr P Leung (Chairman), Messrs T Coleman (Vice Chairman), T Hughes, R Seaborne, P Molineux, M Byham (arrived late), B Stern, Mrs F Stern, and Mrs A Burrows. The Locum Clerk and Assistant Clerk were also present as well as County Councillor Deanus. There were 0 members of the public in attendance.

**ACTION**

**01/23 To receive apologies for absence**

- a. Apologies for absence were received from Cllr d'Arcy.

**02/23 Declarations of interest**

- a. None.

**03/23 Minutes of the meeting 15th December 2022**

- a. Minutes of the meeting of 15th December 2022 were agreed by the meeting as a true record, with a minor alteration to 107/22. These were signed by the Chairman.

**04/23 Matters arising from minutes of the meeting of 15th December 2022**

- a. None reported.

**05/23 Correspondence**

- a. Members noted the Correspondence report circulated by the Locum Clerk.
- b. The Locum Clerk noted Ms. Erssers's comments regarding the bunds/ditching works which were scheduled to commence by Grasstex on week commencing 23rd January 2023. Councillors confirmed the previous decision to loan/donate the Baby Grand piano located in the Village to St Johns Church Farncombe. Logistics to be arranged.

Locum  
Clerk

**06/23 Waverley and Surrey Councillors update**

- a. Cllr Deanus and Cllr Seaborne gave reports on issues at County and Borough level.
- b. Cllr Seaborne noted that there had been a Members Briefing on voting changes which were to be in place in time for the May Parish and Borough elections to prevent electoral fraud. A wide range of photo ID was to be allowed.
- c. Cllr Seaborne also confirmed that budgets had been discussed within the borough, with an increase to the Band D equivalent of 2.99%. Business rates were also set to increase by 4%. A further meeting was to be held on 21st February to discuss Borough budgets further.
- d. Cllr Deanus noted that a finance meeting had taken place to discuss budgets for 2023/24. Surrey CC's overall budget will increase by 2.99% (2.00% adult social care and 0.99% general purposes)
- e. Regarding the Former School Playing Field members were unanimously disappointed with the response from the cabinet member at SCC who had decided that the land should be marketed without making any effort to engage with Bramley PC. Members asked Cllr Seaborne to contact Jeremy Hunt's assistant with a request that Mr Hunt speak to the Leader of Surrey CC and ask for some engagement between the cabinet member and the parish council.



- Cllr Deanus also confirmed that he had received 5,500 emails regarding potholes
- f. since December and that Surrey County Council have increased their response vans from 8-27 in order to deal with them.

Cllr  
Seaborne

07/23 **Committee Actions**

a. Planning Review Committee

- i. The list of current planning applications and draft comments from Mr Molineux were reviewed by Members. Members unanimously agreed the draft comments from Mr Molineux with regards to current applications and Locum Clerk to submit Members' comments to Waverley Borough Council.

Locum  
Clerk

ii. Review of Planning report (circulated)

Members noted the Planning report circulated by the Locum Clerk.

b. Library Committee

- i. A report from the Library Operations team was received by the Clerk. This was noted by Members.
- ii. Messrs Leung and Coleman attended a meeting with the Surrey Libraries Team to discuss budgets for 23/24. It has been confirmed that the new books fund of £5,000 was going to be cut going forward. The library van was also going to be cut unless it can be funded by Bramley Library at a cost of £2,000. If this was not an option, a team of volunteers would need to be enlisted to ensure that books returned in other libraries in the county could be collected from a central hub and returned to Bramley. The Bramley Library Team is looking at funding options for the latter point as a matter of urgency as it is viewed as a vital service. The Locum Clerk noted that this could possibly be funded through S.137 grants.

c. Village Hall Management Committee

- i. Members noted the Village Hall report. Mr Coleman reported that there was a leak in the roof which is to be attended to.

d. Resilience Committee

- i. Mr Hughes noted that the Risk Assessment requested that councillors agree the updated Risk Assessment. Councillors agreed unanimously. Mr Hughes requested comments from councillors for the Terms of Reference for the Resilience Working Group and the Emergency Plan. Once agreed, distribution of laminated plans to flood wardens to be arranged by Assistant Clerk and Mr Hughes. Copies of the Emergency Plan are to be placed on the parish council website and a copy to be kept at Bramley Library.
- ii. Councillors also agreed to remove the Village Hall from the village risk assessment as it had been assessed separately.
- iii. Councillors also noted that the grit bin required relocation from behind the barrier at Bramley Library to make it more accessible for residents. Agreed that Messrs Leung and Hughes to arrange a site visit.

Mr Hughes  
& Assistant  
Clerk

Messrs  
Leung and  
Hughes

e. Highways Committee

- i. Mrs Stern noted that no further Speedwatches have happened due to inclement weather, however there is a 20's Plenty meeting coming up via Zoom with dates to be confirmed.
- Mr Hughes noted that there were ongoing efforts to reduce the speed limit to



<p>ii. 20mph on Linnerish Wood Road by the Residents Association. Messrs Seaborne, Hughes and Mrs. Stern to liaise regarding this.</p> <p>iii. Cllr Deanus also confirmed that he intends to undertake a review of the Speeding Policy in the County in the coming months.</p>	<p>Messrs Hughes, Seaborne and Mrs Stern</p>
<p>08/23 <b>Parish updates and actions</b></p> <p>a. <u>Pavilion and environs (including Gosden Common, Links Road)</u></p> <p>i. Councillors noted that contractors had been out to view the pavilion pipe blockage and confirmed that there was root ingress. A membrane could be considered at a cost of £85 per meter, but a sewer auger may be a cheaper option. Assistant Clerk is waiting for a formal report on the matter.</p> <p>ii. Members resolved by majority to plant the remaining Treescape trees from Chestnut Way around the bunding/ditching works which were to be undertaken by Grastex in week commencing 23rd January 2023.</p> <p>b. <u>Station Road and environs (including Hall Road, Eastwood Road and Barton Road, Linnerish Wood).</u></p> <p>i. Councillors noted there was nothing to report.</p> <p>c. <u>High Street and environs (including Windrush Close, Old Rectory Close, Snowdenham Links Road and Lane)</u></p> <p>i. Councillors noted that Mr. Paul Hunt wished to be present at the upcoming February Planning Review Committee meeting. New Clerk to send details.</p> <p>ii. Councillors noted that there was a lingering unpleasant smell by bus stop by Holy Trinity Church. BT have closed the footpath and will be returning to investigate.</p> <p>d. <u>Grounds and Downs Link</u></p> <p>i. Councillors noted that the Treescape trees will require watering and maintaining until they are appropriately established to give them the best possible chance of growing. Unanimously agreed that volunteers would be sought in advance of summer to water and monitor the new trees.</p> <p>ii. There had been further dog poo issues with owners/walkers discarding full po bags around the dispensing unit and not the bin further up the path. Councillors resolved to purchase a bigger sign to direct owners/walkers to the actual bin. Assistant Clerk to arrange.</p> <p>e. <u>Rural Parish (including Thorncombe Street, Birtley Green, Grafham and south)</u></p> <p>i. Councillors noted there was nothing to report.</p>	<p>Assistant Clerk</p> <p>Clerk</p> <p>Assistant Clerk</p>
<p>09/23 <b>Finance</b></p> <p>a. <u>To approve payments listed at Appendix B (circulated)</u></p> <p>i. Members agreed payments between 9th December 2022 and 15th January 2023, to the value of £13,896.17. The listing was signed by the Chairman and returned to the Locum Clerk for filing.</p> <p>b. <u>Quarterly accounts against 2022/23 budgets</u></p> <p>i. The Assistant Clerk noted concerns about the reserves at the end of the year being too little. Agreed to transfer a small balance from the maturing United Trust Bank of £3093.75 when it matures on 27th January to ensure the council would meet</p>	<p>Locum Clerk</p> <p>RFO</p>



any deficit.

- c. Maturity of United Trust 1-Year Fixed Deposit Account
- i. Councillors unanimously resolved to renew the account for a further year, with a reinvestment of £45,000. The maturing balance of £3,093.75 would be transferred into general reserves. Assistant Clerk to arrange.

RFO

10/23 **Points of information and any other matters**

- a. Recruitment of locum / replacement Parish Clerk
- i. The Clerk's role has been offered to Lindi Jansen van Rensburg pending references and appropriate checks. The Locum Clerk will finish her appointment on 27th January 2023.
- b. Risk Management Plan and Resilience Group Terms of Reference
- i. Discussed and resolved under agenda items 07/23 (d).

The meeting closed at 18.50.

Agreed and signed ..... Chairman, 16th February 2023.