

THE BOOKHAMS' RESIDENTS' ASSOCIATION

Minutes of the Committee Meeting held on Monday 4th April 2016 at St Nicolas Pastoral Centre at 7.45pm

Present: Michael Agius (chair), Andrew Freeman, Chris Pullan, John Allen, Michael Anderson, Julia Dickinson, Arthur Field, Phil Harris, John Howarth, Elizabeth Hudson, Les Huett, Margaret Lawson, Stan Miles, Jim Smith OBE, Peter Witter, Nick Forrer (Minutes),

Invited Councillors; Cllr. Clare Curran,

Ordinary Members; Metin Huseyin, Win Magyer,

Apologies: Peter Seaward, Tony Alsbury, Mike Brookes, Brian Eve, David Cox OBE, Frances Fancourt, Keith Francis, Michelle Hudspith, Ray Pritchard, David Smith, David Stoves, Cllr. Lucy Botting, Cllr. Stella Brooks, Cllr. John Chandler, Cllr. Paul Newman, Cllr. Jatin Patel.

1 Minutes

- 1.1 The Minutes of the previous meeting were accepted as an accurate record, subject to a correction to item **3.2 War Memorial** which has been passed to Jim Smith rather than Les Huett. Also a correction to item **6.3.1 Litter** where nineteen residents turned out.

2 Matters Arising

- 2.1 2nd January item 3.1.3 Completion of the **Business Maps** showing the business premises with their name and trade indexed against their location in Bookham. On completion Squiggle will print the map which then can be displayed on a Notice Board in Lower Road Car Park. A licence for this noticeboard has been granted by MVDC. The approval for the finances will be delegated to the Treasurer in consultation with Nick Forrer.

Nick Forrer reported that a start had been made and it was hoped to complete the Business Map by the next meeting. Carried forward.

Action: Nick Forrer

- 2.2 1st June item 11.2.2 **Grass Verges:** Michael Agius will be investigating the provision of wooden posts on the Grass Verges in Eastwick Park Avenue. This is to discourage parking on those verges. Michael Agius has contacted Paul Anderson to discuss this. Surrey County Council has agreed to the work being done. Also discussed was the effectiveness of the verge cutting.

Action: Michael Agius

- 2.3 1st June item 11.2.3 **Bookham Signage:** The two signs at each end of the village on the A246 will need to be replaced as the wooden frame is rotten and the surface of the sign is showing some distress. They are unlikely to last longer than another 9 months. It would be good to be able to personalise the new signs by putting some picture that is typically of Bookham. This could be the "beech tree" emblem.

It was also noted that the Great Bookham sign next to Kennel Lane has been damaged and stolen. A check will be made with Surrey Highways and a review of their catalogue as what could be provided as a replacement for all three signs. Source of finance and provider of signs identified and progressing. Carried forward.

Action: Michael Agius

- 2.4 5th October item 2.1.5 **Councillors' Responsibilities**. With the constraints in budget there needs to be better insight as to what the councillors' responsibilities are at each level of government. There is much confusion as to which does what functions between District and County. Cllr. Lucy Botting will consider what can be done to publicise the distinctions between them. This will be reported on shortly.

Action: Cllr. Lucy Botting

- 2.5 2nd November item 0.2 - **Parking Update**. David Smith raised the issue of Trader Parking Permits, as the take-up of these is quite low. This is due to the cost being £150 and as the permit doesn't guarantee the trader a parking space. Perhaps having dedicated trader permit holder spaces might be a better approach. In general people resent having to pay for a parking space. Taking all of this in context if street parking is available for free why might you want to pay? Cllr. John Chandler will review the Parking Policy. Take-up has remained low¹. Still under review.

Action: Cllr. John Chandler

- 2.6 Further to the discussion at the December 2015 meeting on the Police who are going through an extensive restructuring. We should discuss this further with the Temporary Chief Constable Nick Ephgrave and PCSO Marion Hawkins. On the issue of youths using catapults and causing damage, the Police are aware and are dealing with it. Both issues are ongoing.

Action: Michael Anderson & Keith Francis

- 2.7 7th March item 3.1 **Memorial Bench**. The ordering and installation of the bench from the donations at the funeral for Charles James Finch has been passed to Nick Forrer and then arranging with the Projects Manager for the installation. Michael Anderson suggested that we might be able to obtain a better value for a bench from Norbury Park Wood Products.

Action: Nick Forrer

- 2.8 7th March item 3.2 **War Memorial**. Another quote is to be arranged for the lettering to be repaired and made visible. Also being looked at is whether to have a memorial for those who served in WWII at the heart of the village.

Action: Jim Smith

- 2.9 7th March item 8.1 **Dorking Town Referendum**. This is to decide whether a Village Council for Dorking North and South wards should be put to the electorate. Mole Valley District Council will decide on the 12th July on the basis of whether at least 750 signatures have been received in support.

¹ Up to February 2016.

2.10 There were no other matters arising that were not elsewhere on the agenda.

3 Correspondence

3.1 There was no correspondence to discuss.

4 Mole Valley Community Infrastructure Levy – Draft Charging Schedule

Vanguard has commented on the schedule as well as the BRA Planning Group. We should await MVDC to review and then revise and then discuss further.

5 Bookham NDP and Lower Shott

A detailed discussion was had on the proposal to make an alteration to the submitted NDP. This alteration would cause the loss of some 5-7 trees and green space at Lower Shott.

Members of the Bookham Vanguard Task Force, many of whom are also members of the BRA Planning Group, have put together the NDP with a clear set of principles and a consistent set of policies. At this stage they are reluctant to make any changes to the NDP. The policy was that “Redevelopment of the site will be encouraged if it provides a mixed use development including some or all of the following: replacement retail with similar sized shops: social: healthcare: cultural and community use: housing, both market and affordable.” It should also include some form of parking for customers and retail staff.

The view in support of the alteration was that if MVDC cannot find a way within the current boundary to develop the land and achieve the aim then they might sell the land to someone else who might not be so amenable to keeping the ethos of the village.

The view of the meeting was that without a specific development proposal to consider the alteration was too speculative to be able to weigh the benefits of the alteration against the loss of green space within the centre of the village and a conservation area. It was agreed that the alteration would not be submitted.

6 Company Limited by Guarantee

We are registered as a Company and for Corporation Tax.

The Treasurer and the Company Secretary will be visiting Barclays Bank to set up the banking accounts in the next few days.

Key dates will be the annual return 9 April 2017 and subsequent years and Company Accounts 30 September 2017 and subsequent years.

The current directors will stand down so that elections can take place for all positions at the AGM. MVDC and SCC will be written to, to see if they wish to nominate Councillors to be directors.

The rules for the BRA Company Limited by Guarantee are published on the BRA web site.² These were approved at the EGM and have been submitted to Companies House.

7 BRA AGM

For the AGM 100 copies of the Agenda, Minutes and Financial Statement need to be provided. Nick Forrer will make the necessary arrangements.

Action: Nick Forrer

At the next meeting we will agree the layout of the tables; long tables or circular tables.

8 Group Updates

8.1 Finance

The accounts have been prepared and approved by the Hon. Examiner Lawrence Penney. These will be presented at the AGM.

8.2 Environment - Litter Pick

Twenty bags of litter were collected by nineteen people. The next Litter Pick is on Sunday 1 May at the Tunnel Car Park on Bookham Commons at 11:00 am.

Further approaches will be made to the schools with presentations. The key message here is to be humorous and showing that litter picking can be fun and supportive for wildlife. We also need to encourage the use of the Dog Poo bins.

A question is whether we should have a Litter Warden for Bookham?

8.3 Communication

Every member of the Committee can help spread the message on what we do by copying leaflets and email circulars to those we know locally.

The newsletter has been printed and distributed to the Road Stewards for onward distribution to Bookham Residents.

In Look Local there are two pieces produced by Ray Pritchard. Thank you from the Committee.

On the web site the Minutes, Agenda and Planning Meeting will be published. Each Group needs to decide whether they wish to give their deliberations a wider audience.

9 Projects Update

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| 9.1 | Community Pride & Lengthsman scheme | Michael Agius
Pending |
| 9.2 | BRA High Street awareness campaign | Phil Harris and Arthur Field |

² The web site is <http://bookhamresidents.co.uk/about/rules/>

There is a need for more volunteers and the occasional Councillor to support this key activity.

- 9.3 War Memorial Jim Smith and Pat Morrish

The letters seem to erode after 7 years and need to be redone. There needs to be a review of the integrity of the monument. Another quote is being obtained for the lettering.

- 9.4 Trees 2016 schedule Frances Fancourt

Frances Fancourt has drawn up a schedule of tree activities coupled with planned tree maintenance activities.

- 9.5 Bookham Business Map Nick Forrer & Ray Pritchard

- 9.6 New Notice Board Lower Road Car Park Nick Forrer

- 9.7 3rd CCTV Michael Anderson & Keith Francis

This will require some £4500 for purchase and subsequent installation. This may be available through the Police Commissioner's Budget.

- 9.8 Electronic Sign Peter Seaward

It may be possible to fix it to the Notice Board Lower Road Car Park

- 9.9 Replacement of Village signs Michael Agius

PIC funds have been agreed for the replacement on the A246 and the missing sign on the Lower Road at Kennel Lane.

- 9.10 Xmas lights BRA BA

This activity should be passed to the BRA Business Association for them to decide what to do. The BRA can help with the financing of the light plugs. With escalating cuts and diminishing grants it is imperative we look at alternatives.

- 9.11 Bench renovation outside St Nicolas (Lower Road north side)

An update will be available at the next meeting. Andrew Freeman

- 9.12 Lower Shott Memorial Bench Nick Forrer

10 Any Other Business

It was noted that there was no sign warning of road humps near the Dentist on the corner of Lower Road and The Garstons.

- 11 **Next BRA Meeting:** Monday 9th May 2016 at 7:45 pm.