

THE BOOKHAMS' RESIDENTS' ASSOCIATION

Minutes of the Committee Meeting held on Monday 5th October 2015 at St Nicolas Pastoral Centre at 7.45pm

Present: Peter Seaward (chair), Andrew Freeman, Chris Pullan, Michael Anderson, Frances Fancourt, Arthur Field, Keith Francis, Michelle Hudspith, Les Huett, Stan Miles, Ray Pritchard, David Smith, Jim Smith OBE, Nick Forrer (Minutes),

Invited Councillors; Cllr. Lucy Botting, Cllr. Jatin Patel,

Co-opted and Honorary Members; John Howarth,

Ordinary Members; Margaret Lawson, Phil Harris,

Apologies: Michael Agius, John Allen, David Cox OBE, Julia Dickinson, Elizabeth Hudson, Cllr. Stella Brooks, Cllr. John Chandler, Cllr. Clare Curran, Cllr. Paul Newman,

1 Minutes

- 1.1 The Minutes of the previous meeting were accepted as an accurate record, subject to a correction to the attendance.

2 Matters Arising

- 2.1.1 2nd January item 3.1.3 Completion of the **Business Maps** index showing the business premises with their name and trade indexed against their location in Bookham. Once completed Squiggle will print the map which then can be displayed on a new Notice Board in Lower Road Car Park. This will require a licence from MVDC. The approval for the money to support this activity will be delegated to the Treasurer in consultation with the Actioner.

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

Action: Nick Forrer

- 2.1.2 11th May Kebab Shop. The signage and whether appropriate in a conservation area is to be decided by MVDC. This is wending its way through the planning process. Stan Miles will review the progress.

Action: Stan Miles

- 2.1.3 1st June item 11.2.2 Grass Verges: Michael Agius will be chasing up the provision of posts on grass verges in Eastwick Park Avenue. This is to discourage parking on the verges. Carried Forward.

Action: Michael Agius

- 2.1.4 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 Kennel Lane sign has been damaged and stolen. A check will be made with Surrey Highways as what could be provided as a replacement for all three. Carried Forward.

Action: Michael Agius

- 2.1.5 3rd August item 4 Communication Plan. We should discuss ways of improving communication and getting feedback from our Councillors.

Peter Seaward has observed that there is confusion with some residents that a Parish Council is something to do with the local Churches¹, which they are not.

Action: Peter Seaward

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 County². Cllr. Lucy Botting will consider what can be done to publicise the distinctions between them.

Action: Cllr. Lucy Botting

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

3 Correspondence

- 3.1 There was no correspondence to discuss.

4 Village Litter

- 4.1 Margaret Lawson led a discussion on litter in the Village. She had been approached by a number of residents concerned with the litter deposited on the streets and greens. Some of the litter is a result of purchases from take-a-ways and off-licences where after consumption the packing gets discarded. She suggested a nominated “Litter Pick” days with local volunteers, might be a way of making people more aware. She also mentioned that the Leatherhead & District Countryside Protection Society had given talks to Schools on the impact on wildlife of litter. Asking the Road Stewards to report back might be a good approach to see if it was an issue in their area and to what extent.

Cllr. Paul Newman is leading on the topic of litter with Paul Anderson, Strategic Parking and Parks Manager at MVDC. They may be able to come to one of our meetings.

- 4.2 **Banners on Roadside Railings.** Peter Seaward had discussed this with Surrey County Council as to their policy and approach on this matter.

¹ These are different and are called Parochial Church Councils.

² In some cases Government. For example for the management of trunk roads and motorways.

5 Communications Plan Update

- 5.1 The hosting for the BRA website has been moved successfully and subsequently extensively updated. The last page of the next Newsletter will mention the BRA Survey and outlines the three questions that can be answered on the BRA website. There will be option for the Residents to contact the BRA by telephone to complete the survey. That is for those without access to the internet. The daily administration of the website will be transferred to Les Huett.

6 Company Limited by Guarantee Update

- 6.1 Key issues with the formation of a Company Limited by Guarantee, if approved at the EGM, will be:-

- Transfer of funds and assets to the new company,
- Transfer of the membership to the new company,
- Setting up the new banking details with our current bank,
- Drafting the motions to be put to the membership at the EGM on the 11th November 2015. Plus any supporting documentation.

7 Projects Update

- 7.1 Community Pride³ & Lengthsman scheme Michael Agius
Pending
- 7.2 BRA High Street awareness campaign Phil Harris and Arthur Field
There is a need for more volunteers and the occasional Councillor to support the activity.
- 7.3 War Memorial Jim Smith and Pat Morrish
The letters seem to erode after 7 years and need to be redone. A quote is in progress.
- 7.4 Trees 2015 schedule Frances Fancourt
Frances Fancourt pointed out that trees soak up a considerable amount of water and hence they help the environment. We have received 16 trees from Mole Valley District Council and all these have been planted in Harecroft and Richmond Way.
- 7.5 Bookham Business Map Nick Forrer and Ray Pritchard
- 7.6 New Notice Board Lower Road Car Park Nick Forrer
- 7.7 3rd CCTV Michael Anderson and Keith Francis
This will require some £4,500 for purchase and installation which may be available through the Police Commissioner's Budget.
- 7.8 Electronic Sign Peter Seaward
It may be possible to fix it to the Notice Board Lower Road Car Park

³ Under the consideration of Councillors

- 7.9 Replacement of Village signs Michael Agius
7.10 Xmas lights
7.11 Bench renovation outside St Nicolas (Lower Road south side)
7.12 Three/four sets of permanent wiring with a socket on High Street. This would allow Xmas lights to be just plugged in and switched on.

8 Sub-Group Updates

8.1 Planning

- 8.1.1 **Keswick Road.** This is has come back and a letter of representation sent. This is likely to be appealed again.

8.2 Environment

- 8.2.1 **East Street flooding.** This will only be resolved quickly through increasing pressure as a result of publicity campaigns. This is to publicise the urgency of a solution.
- 8.2.2 **Grass Cutting.** The quality of the work was not good this year. It was felt that better supervision of grass cutting is required. Michael Agius had a meeting with MVDC regarding grass cutting and they now have plans for all the areas on their schedule. These plans need to be checked out; so that no areas which we think should be cut have been missed off. There was also damage to some of the trees during grass cutting. Frances Fancourt will discuss this with Cllr. Lucy Botting.

9 Any Other Business

- 9.1 **War Memorials.** There First World War memorials at St Nicolas Church, Lower Road and Little Bookham All Saints Church Cross (off Manor House Lane) all of which are registered⁴. If there are any others locally they need to be registered.

10 Next BRA Meeting: Monday 2nd November 2015.

⁴ At <https://www.warmemorialsonline.org.uk/>