

# THE BOOKHAMS' RESIDENTS' ASSOCIATION

## Minutes of the Committee Meeting held on Monday 2<sup>nd</sup> November 2015 at St Nicolas Pastoral Centre at 7.45pm

**Present:** Peter Seaward (chair), Michael Agius, Chris Pullan, John Allen, Michael Anderson, David Cox OBE, Frances Fancourt, Arthur Field, Keith Francis, Michelle Hudspith, Elizabeth Hudson, Les Huett, Stan Miles, Ray Pritchard, David Smith, Nick Forrer (Minutes),

Invited Councillors; Cllr. Lucy Botting, Cllr. John Chandler,

Co-opted and Honorary Members; John Howarth

Ordinary Members; Margaret Lawson,

**Apologies:** Andrew Freeman, Julia Dickinson, Jim Smith OBE, Cllr. Stella Brooks, Cllr. Clare Curran, Cllr. Paul Newman, Cllr. Jatin Patel,

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### **0 Litter Campaign**

0.1 Paul Anderson, Environmental Service Manager, MVDC, attended the meeting and introduced himself. He explained that he was keen to hear the views of local organisations.

Margaret Lawson explained that she decided to do something on improving the environment as she was upset about the amount of litter across Bookham Village. She would pick it up and dispose of it but by the next day some more would have returned. The Council does clear the mess and empty the litter bins but of course this is not done instantaneously. Her view is that you need to inspire the youngsters not to litter and through them convert their parents. Youngsters can be motivated through understanding the negative impact of litter on wildlife and how to protect the environment. For older teenagers there is scope to get recognition, such as the Duke of Edinburgh Award, for delivering Community Services.

If a monthly litter pick was organised, then Cllr. Lucy Botting mentioned that MVDC could look at providing public liability cover, the litter grabs and hi-visibility jackets. Margaret Lawson suggested that a litter pick might be better nearer the Springtime.

Another approach would be to identify residents who would adopt a road, whence they could take photographs of litter eyesores for clean-up.

To raise awareness full use should be made of publicity through the press and Streetwise.

Paul Anderson said he was particularly frustrated by the cost of dealing with litter across Mole Valley. He also pointed out that when driving it is difficult to see litter which then becomes more visible when you are walking. Hence the importance of sending photographs and details to MVDC<sup>1</sup> on areas that need attention. He then mentioned the PR Campaign with notices on Fly Tipping and Fixed Penalty Notices which will start next year.

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<sup>1</sup> To report an issue <http://www.molevalley.gov.uk/index.cfm?articleid=17455>.

It would be useful for Peter Seward to have sight of the schedule of future activities in this area.

## 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. Cllr. John Chandler will review the Parking Policy.

**Action:** Cllr. John Chandler

## 0.3 **Recreation Grounds**

The playground at the Recreation Ground in Lower Road has been completed. Other areas being considered for improvement are in King George and Edenside.

## 0.4 **Grass Cutting**

The initial cut was good, but the subsequent cuts left a lot to be desired. The question being, who reviewed the quality of the work? Part of the problem was caused by this being a new contract with a new contractor. Unfortunately not all the sites were fully identified with some parts to be cut not pinpointed. This will be improved as the contract beds down.

## 1 **Minutes**

- 1.1 The Minutes of the previous meeting were accepted as an accurate record, subject to a correction to item 7.4 on the Tree 2015 schedule and item 7.7 on the 3<sup>rd</sup> CCTV.

## 2 **Matters Arising**

- 2.1.1 2<sup>nd</sup> 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. 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 finances will be delegated to the Treasurer in consultation with Nick Forrer.

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 11<sup>th</sup> 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. No decision has been made yet. Carried forward.

**Action:** Stan Miles

- 2.1.3 1<sup>st</sup> June item 11.2.2 Grass Verges: Michael Agius will be investigating the provision of posts on the **Grass Verges** in Eastwick Park Avenue. This is to discourage parking on the verges. Carried forward.

**Action:** Michael Agius

- 2.1.4 1<sup>st</sup> 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 as what could be provided as a replacement for all three. Carried forward.

**Action:** Michael Agius

- 2.1.5 5<sup>th</sup> 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<sup>2</sup>. Cllr. Lucy Botting will consider what can be done to publicise the distinctions between them.

**Action:** Cllr. Lucy Botting

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

### **3 Correspondence**

- 3.1 There was an email on the “The bequest on behalf of Charles James Finch”. The location of the bench with the plaque to be placed on it have now been agreed.
- 3.2 A donation was made to the British Heart Foundation in memory of Gillian Allen who recently deceased.
- 3.3 There was no other correspondence to discuss.

### **4 Extraordinary General Meeting**

- 4.1 The EGM will be held at 7:30 pm on the 11<sup>th</sup> November at the Old Barn Hall, Bookham. The table layout will be informal, using round tables dotted across the hall. The motions to be put to the EGM have been agreed. Flyers outlining the activities of the BRA will be brought by Nick Forrer and placed on each of the tables. John Allen has made a valiant effort with distributing the latest Newsletter through the Road Stewards which gives details of the calling notice for the EGM. The provision and setting up of the slide projector has been organised.
- 4.2 The agenda and speakers for the EGM have been agreed and will cover:-

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|--|---------------|
| • Introduction and Welcome                   | Peter Seaward |
| • Company Limited by Guarantee               | John Howarth  |
| • BRA Communications Strategy and activities | Les Huett     |
| • Village activities and update              | Peter Seaward |
| • Discussion                                 | All           |

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

## 5 Company Limited by Guarantee

5.1 John Howarth outlined what he would be covering in his presentation, which would be:

- Reasons for a change to Company Limited by Guarantee,
- The two linked motions to be put to the members of the BRA,
- The process to be followed subsequently of having at least four directors, a registered office, new Bank Account (upgrading the existing one at Barclays Bank, Epsom) and the accounts would now need to be in a statutory form,
- There can be up to 15 Directors,
- There will be some 7 to 8 Officials some of whom can also be Directors,
- From day-to-day there will be little change, except for the AGM where there will be more formality.

5.2 Peter Seaward felt that the BRA needs to formalise the sub-groups into how many, what they should cover and the number of participants in each.

## 6 Communications Plan

6.1 Les Huett gave a progress report on the Communications Plan. He also mentioned that the AGM will be on Tuesday 17<sup>th</sup> May 2016<sup>3</sup> and the calling notice must be sent out at least three weeks before. John Allen pointed out, that for the distribution of the Newsletter through the Road Stewards, he would need at least five weeks before the AGM to achieve that.

## 7 Projects Update

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| 7.1 | Community Pride <sup>4</sup> & Lengthsman scheme   | Michael Agius<br>Pending     |
| 7.2 | BRA High Street awareness campaign<br>There is a need for more volunteers and the occasional Councillor to support this activity. Putting the dates, when there would be a presence on the High Street, on the web site StreetLife a few days before, would be helpful.  | Phil Harris and Arthur Field |
| 7.3 | War Memorial<br>The letters seem to erode after 7 years and need to be redone. The wreath on the memorial also needs looking at. A quote is in progress.   | Jim Smith and Pat Morrish    |
| 7.4 | Trees 2015 schedule<br>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. Not heard on future allocation but we would need some £3,000 for remedial work and for the planting of new trees or replacement, where dying or damaged. | Frances Fancourt             |
| 7.5 | Bookham Business Map   | Nick Forrer & Ray Pritchard  |
| 7.6 | New Notice Board Lower Road Car Park   | Nick Forrer                  |

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<sup>3</sup> This is also Norway's National Day.

<sup>4</sup> Under the consideration of Councillors

- 7.7 3rd CCTV Michael Anderson & Keith Francis  
This will require some £4500 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
- 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 Any Other Business

- 8.1 **Tree Wardens:** At the recent meeting of the Tree Wardens, they discussed the monetary value provided by a mature copper beech on the Wakehurst estate. Every year it removes 2.8kg of air pollution; absorbs 315 kg of carbon and aids in removing 23,513 m<sup>2</sup> of storm water. This amounts to a benefit of over £53 per annum for this single tree.
- 8.2 **Flood Forum:** The next meeting will be on Wednesday 25<sup>th</sup> November at St Nicolas Pastoral Centre.
- 8.3 **Buses:** The next full meeting on this subject will be held on the 24<sup>th</sup> November.

## 9 Next BRA Meeting: Monday 7<sup>th</sup> December 2015