

THE BOOKHAMS' RESIDENTS' ASSOCIATION

Minutes of the Committee Meeting held on Monday 7th December 2015 at St Nicolas Pastoral Centre at 7.45pm

Present: Peter Seaward (chair), Michael Agius, Andrew Freeman, Chris Pullan, John Allen, Michael Anderson, Julia Dickinson, Frances Fancourt, Arthur Field, Keith Francis, Elizabeth Hudson, Les Huett, Stan Miles, Ray Pritchard, Jim Smith OBE, Nick Forrer (Minutes),

Invited Councillors; Cllr. Lucy Botting,

Co-opted and Honorary Members; John Howarth

Ordinary Members; Margaret Lawson, Phil Harris, David Dunbar, Clifford Wright,

Apologies: David Cox OBE, Michelle Hudspith, David Smith, Cllr. Stella Brooks, Cllr. John Chandler, Cllr. Clare Curran, Cllr. Paul Newman, Cllr. Jatin Patel.

1 Minutes

1.1 The Minutes of the previous meeting were accepted as an accurate record.

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. 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

2.2 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 the verges. Michael Agius will contact Paul Anderson to discuss.

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. 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 County¹. Cllr. Lucy Botting will consider what can be done to publicise the distinctions between them. Carried forward.

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.

Action: Cllr. John Chandler

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

3 Correspondence

- 3.1 The Leatherhead Theatre are looking for donations for their new lease. A £100 donation was approved 9 to 6.
- 3.2 The Eastwick Medical Centre, Patient Participant Group (PPG) wanted a donation. This will be left in abeyance. Cllr. Lucy Botting pointed out that the PPG is the responsibility of the Practice.
- 3.3 The Citizens Advice Bureau, a charitable organisation, are looking for donations. £100 was approved by the committee.
- 3.4 The Police are going through an extensive restructure at the moment. PC John Hench is moving to a new role. There will be only 2 PCSO one of which will be Marion Hawkins. Final details still to be agreed. As a community we need to have a communication channel with the Police to share views and gain a better understanding of their duties and support their efforts. We should consider sending a letter to say we are concerned with the changes being made.
- 3.5 There was no other correspondence to discuss.

4 Projects Update

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| 4.1 | Community Pride & Lengthsman scheme | Michael Agius
Pending |
| 4.2 | BRA High Street awareness campaign | Phil Harris and Arthur Field |

¹ In some cases, Government. For example, for the management of trunk roads and motorways.

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. The current signatures collected on the High Street run to 250 against and 16 for a Parish Council. Over time it is likely that BEAM campaigners will manage to collect their 750 signatures. On our part we will need some 1,000 signatures against to count for something but it would be advisory.

4.3 War Memorial Jim Smith and Pat Morrish

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 but is expected to be some £900.

4.4 Trees 2016 schedule Frances Fancourt

Frances Fancourt is awaiting the future allocation which is expected to be some £3,000.

4.5 Bookham Business Map Nick Forrer & Ray Pritchard

4.6 New Notice Board Lower Road Car Park Nick Forrer

4.7 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.

4.8 Electronic Sign Peter Seaward

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

4.9 Replacement of Village signs Michael Agius

4.10 Xmas lights

4.11 Bench renovation outside St Nicolas (Lower Road south side)

4.12 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.

5 The Grange, Bookham

5.1 The Grange need to fund raise to support their renovation work and for improving lighting. The community needs to get behind what they are doing. If they contact Les Huett then we will publicise what they are doing on our web site. They are already in regular contact with Nick Forrer for posters for the notice boards.

6 Litter collecting in Bookham

6.1 Margaret Lawson reported that the Council have indicated that they would be prepared to provide gloves, litter grabs and high visibility jackets. She is awaiting as to whether insurance cover would be covered. A litter pick for the Queen in March is a strong possibility. A list of schools to be visited are: -

- Howard of Effingham (through Guildford Borough Council),
- Eastwick both Infant and junior,
- Dawnay,
- Polseden,

- Manor House.

6.2 We need to identify “black spots” in Bookham and then see if we get road ownership by local residents to monitor and report back. Perhaps we should consider asking Paul Anderson² to come to our February meeting to discuss.

6.3 On the road sweeping schedule recently circulated Keswick Road seemed to be missing.

7 Mole Valley - Infrastructure Needs Assessment Questionnaire

7.1 A questionnaire will be sent by MVDC to all households seeing views. The survey will be done in January. The BRA should make a formal response.

8 Procedure for moving to a Parish Council

8.1 The path leading to a Parish Council was discussed. The general feeling is that we should wait until a more definite point in the consultation process and then provide a detailed pros and cons to moving to a Parish Council so it fresh in people’s mind.

9 Company Limited by Guarantee Agreement Update

9.1 The Extraordinary General Meeting (EGM) of the BRA approved by an overwhelming majority the move to a Company Limited by Guarantee.

9.2 The initial officers will be the Company Secretary, John Howarth and Chairman, Vice-Chairman, Treasurer and Secretary.

9.3 David Dunbar raised a number of points: -

- How we should contact members or just households?
- As a household pays a single fee are all in the household co-opted as members and all can vote on resolutions?
- Perhaps each household nominates a member to vote who happens to be one who paid the annual fee.

9.4 A sub-group should be formed to ponder the best solution to this and bring back to the committee.

10 Publicity Plan Update

10.1 An update to the Publicity Plan was circulated and discussed including the costs.

11 Sub-Group Updates

11.1 Planning

11.1.1 There have been two appeals against decisions made on Keswick Road developments.

11.1.2 Although wet spots can be identified it is difficult to determine their impact when no comments or information is forthcoming from Thames Water Supply.

² This may be Jackie Lees-Howes, Environmental Services

11.2 Environment

- 11.2.1 Julia Dickinson reported that the bush outside the Howard of Effingham on the pathway had been removed and the line of site was much improved. However, if the posts on the verges could be removed to allow parking on a strengthened verge, this would reduce congestion and improve traffic movement outside the school. This is a responsibility of Guildford Borough Council to resolve.

12 Any Other Business

12.1 BRA Committee Meetings for 2016

The meetings will be held the first Monday of the month except when that day is a public holiday when it will be the following Monday in St Nicolas Pastoral Centre.

Except for Monday 9th May when it will be held in the Church Room on the side of St Nicolas Church.

13 Next BRA Meeting: Monday 4th January 2016