

THE BOOKHAMS' RESIDENTS' ASSOCIATION

Minutes of the Committee Meeting held on Monday 1st February 2015 at St Nicolas Pastoral Centre at 7.45pm

Present: Peter Seaward (chair), Michael Agius, Chris Pullan, John Allen, Michael Anderson, Julia Dickinson, Frances Fancourt, Arthur Field, Keith Francis, Phil Harris, John Howarth, Les Huett, Margaret Lawson, Stan Miles, Ray Pritchard, Jim Smith OBE, Peter Witter,

Invited Councillors; Cllr. Lucy Botting, Cllr. Clare Curran,

Ordinary Members;

Apologies: Tony Alsbury, Mike Brooks, Brian Eve, Andrew Freeman, David Cox OBE, Michelle Hudspith, David Smith, David Stoves, Cllr. Stella Brooks, Cllr. John Chandler, Cllr. Paul Newman, Cllr. Jatin Patel, Nick Forrer (Minutes),

1 Minutes

- 1.1 The Minutes of the previous meeting were not available and will be approved at the next meeting.

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 new Notice Board in Lower Road Car Park. A draft licence has been prepared for approval and revision by MVDC and will be submitted this month. 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 the verges. Michael Agius has contacted Paul Anderson to discuss. Surrey County Council has agreed to the work being done.

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 County¹. 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 low². 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. Carried forward.

Action: Michael Anderson & Keith Francis

- 2.7 There were no 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

- 4.1 Twenty-five percent of the Community Infrastructure Levy (CIL) can be spent on achieving the plans outlined in the Neighbourhood Development Plan (NDP). The BRA Planning Group are to review and lodge objectives that would meet the needs of the Community.

Action: Planning Group at the April Committee meeting

5 Transform Leatherhead Exhibition

- 5.1 This event was a great success with a plenty of feedback.

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

² Upto February 2016.

6 Publicity Plan

- 6.1 The next Newsletter will be critical to informing the Bookham residents of the forthcoming AGM and the activities that we do on their behalf. All those producing material were reminded on the completion dates. All on schedule for Wednesday 9th March.

Action: All those providing material

7 Company Limited by Guarantee Agreement

- 7.1 John Howarth gave an update on the progress on the formulation of the "The Bookhams Residents' Association Limited". The committee thanked him for his efforts.

8 Projects Update

- 8.1 Community Pride & Lengthsman scheme Michael Agius
Pending
- 8.2 BRA High Street awareness campaign Phil Harris and Arthur Field
There is a need for more volunteers and the occasional Councillor to support this key activity.
- 8.3 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.

- 8.4 Trees 2016 schedule Frances Fancourt
Frances Fancourt has drawn up a schedule of tree activities and hope to be able to plant the hundredth tree in the near future. This is a tremendous achievement coupled with the extensive tree maintenance activities undertaken.
- 8.5 Bookham Business Map Nick Forrer & Ray Pritchard
- 8.6 New Notice Board Lower Road Car Park Nick Forrer
- 8.7 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.

- 8.8 Electronic Sign Peter Seaward
It may be possible to fix it to the Notice Board Lower Road Car Park
- 8.9 Replacement of Village signs Michael Agius
- 8.10 Xmas lights John Allen & Phil Harris
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.

It is expected that the cost will be about £4,000.

- 8.11 Bench renovation outside St Nicolas (Lower Road south side) Andrew Freeman
An update will be available at the next meeting.

9 Group Updates

9.1 Finance:

The Treasurer reported that the final numbers for last year show an overspend of some £1,000. Corrective actions are in place for 2016. The increase in membership fees will be helpful but nevertheless a tight control over expenditure is essential.

9.2 Environment

Flood Forum: The stream in Fox Lane has shown signs of flooding over the path and field. The BRA is investigating.

Bus Shelter near the Crown Public House is expected to be replaced in June/July.

9.3 Litter Picking

Margaret Lawson reported that all is in place for the first litter picking on the Sunday 6th March at 10:00am at Bookham High Street. This will be a monthly event on the first Sunday of each month.

9.4 Planning

Nothing specific to report but please read the Planning List for applications reviewed and commented on. Responsibility for adequate drainage lies within Planning and any infrastructure development or changes need to take this account.

10 Next BRA Meeting: Monday 7th March 2016