

THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

Minutes of the Committee Meeting held on Monday 5th December 2016 at St Nicolas Church Room at 7.30pm

Present: Peter Seaward (chair), Michael Agius, Chris Pullan, John Allen, Michael Anderson, David Cox OBE, Julia Dickinson, Frances Fancourt, Arthur Field, Keith Francis, John Howarth, Les Huett, Stan Miles, Ray Pritchard, Nick Forrer (Minutes),

Invited Councillors: Cllr. Metin Huseyin,

Ordinary Members: Phil Harris, Clifford Wright,

Apologies: Andrew Freeman, Margaret Lawson, Michelle Hudspith, David Smith, Cllr. Lucy Botting,

1 Minutes

- 1.1 The Minutes of the previous meeting were accepted as an accurate record, subject to a minor correction to item 5.4.1 and 7.4.

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. A meeting with Squiggle has been had with the draft map layout with business premises discussed. Squiggle hopes to produce a draft around Christmas depending on their other commitments.

Arthur Field has agreed a size and type of noticeboard with the supplier¹. It will have a header on the display above the map giving the our name of Bookhams Residents Association.

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. The MVDC Parking Design Team is reviewing the parking of cars on grass verges and the discouragement of such using posts. Carried forward.

Action: Michael Agius

¹ Coker Exhibition Systems Ltd

- 2.3 Further to the discussion at the December 2015 meeting on the Police, who were going through an extensive restructuring at that time. If and when there are issues to discuss then we should consider inviting the Police Commissioner David Munro to one of our meetings. Issues to discuss, could be, that the 101 telephone service is not fit for purpose, that the level of neighbourhood policing has been reduced and the response rate to call-out has dropped.

Action: Peter Seaward

- 2.4 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 Arthur Field who will be agreeing the final details with Nick Forrer and then for Arthur Field to arrange the installation. The total cost is expected to be near £1,000 when including installation, fittings, carriage and VAT.

It was agreed that the BRA would contribute towards the total cost. Peter Seaward has made an application for PIC² to make up the difference.

Action: Nick Forrer,
Peter Seaward

- 2.5 9th May 2016 item 6.1 **Speed Cameras**. The speed cameras have been found and PC John Fruen is now looking into the condition of the cameras and what further work needs to be done before they can be used effectively.

One idea would be to train a few people on how to use the speed camera and how they should be installed safely. We should also check that our public liability insurance covers this activity. If we took over responsibility for the speed cameras, we need to ensure that they were in fully working condition with a contract in place for their maintenance and repair. It will be possible to store the cameras in the Old Barn Hall. Cllr. Clare Curran mentioned that other Districts of Surrey were putting money into the support of speed cameras through the Highways Maintenance Department.

Action: Andrew Freeman

- 2.6 6th June 2016 item 1.1 **Chrystie Recreation Ground**. Frances Fancourt has been working on proposed improvements. These are the planting of trees and shrubs, with the additions of posts and benches, plus the relocation of a concrete bench. These proposals have been passed to Rod Shaw, MVDC, for consideration and funding. If agreeable, to then use Bookham PIC funds for implementation. The estimate cost is £2,676. Note the amount might be slightly less because of reduction in the amount to be planted. Some of the original activities that were to be done locally have been withdrawn and some of these taken over by MVDC. The cricket pitch will be done next year when conditions will be dryer.

Action: Frances Fancourt

Cllr. Clare Curran mentioned that there may be funds available from SCC for specific improvements.

² Planning Infrastructure Contributions

There is an allocation of £7,000 for the renovation of the cricket pitch in the summer of next year.

There was a suggestion that Bookham Sports Association should be more involved in identifying uses for the grounds and the building.

- 2.7 4th July item 5.4.5 **Bookstall**. There was discussion as to whether we should replace the marquee used to cover the books at the bookstall. The current marquee consists of two separate parts which channels water onto the books when it rains. The cost would be about £400 and could be stored at the Old Barn Hall. Further investigation will be carried out to see what the best option might be.

Action: Peter Seaward

- 2.8 4th July item 5.6.1 **Membership**. John Allen reported that about half the membership subscriptions has been collected. Eleven road stewards have been lost. Ray Pritchard has kindly volunteered to help John Allen on collating the newsletters for distribution. We need to ask for volunteers to contact us. This to be published on the web site. John Allen has received a lot of help from Les Huett. An alternative approach might be to send letters to those streets where we need Road Stewards asking for volunteers. Peter Seaward will write to Road Stewards as a round robin asking for help for John Allen. John Allen will provide a list of what roads require Road Stewards.

Action: John Allen,
Peter Seaward

- 2.9 1st August item 4.1.2 **Finance Accounting Year** with the transfer of the Association to a Company Limited by Guarantee on the 13th May 2016 there has been a shortened accounting year. Over this shortened period there has been a loss as not all the membership fees have been collected. The best way to show this in the accounts will be left to the Company Secretary and Treasurer to determine. All the accounts are with the Examiner for consideration.

John Howarth mentioned that 31st December will be the end of the company year. For the first company year that will be seven months of company accounts. For comparison purposes, a combined account, of the company seven months and the association five months earlier this year, will be prepared.

Action: Treasurer &
Company Secretary

- 2.10 1st August item 4.3.1 **Drainage**. The Lower Road Recreation Ground newly installed drainage ditch and pipe work has been reviewed by Michael Agius. The only issue is that there is a gap in the protective fencing at one end. Michael has written to Paul Anderson, MVDC, on the adding missing protective fencing.

Action: Michael Agius

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

3 Correspondence

- 3.1 There was no correspondence to discuss.

4 Group Updates

4.1 Management Group

4.1.1 Directors

It was confirmed that David Smith was made a Director of the Company Limited by Guarantee at a meeting of the Directors.

4.2 Planning Group

4.2.1 Planning Applications

No specific planning applications were highlighted. As always further details are published in the Minutes of the Planning Committee of the 24th November.

4.3 Environment Group

4.3.1 Roads

Michel Agius reported that Westfield Drive has been resurfaced and a new Bookham sign has been placed on Kennel Lane where it joins Lower Road.

Peter Seaward and Michel Agius also discussed the developments on the ex-PhotoMe site and Church Road developments for Shanly Homes. They had spoken to the developers who had agreed that their suppliers' lorries would not be using Church Road but rather Little Bookham Street instead. We need to log any movements going the wrong way and report to them.

4.3.2 Drainage & Flood Forum

Michel Agius reported that there have been more investigations on the flooding in East Street caused by broken drain pipes and the blockage of the stream running in parallel to Little Bookham Street. The National Trust, where this stream crosses onto their land, has used volunteers to clear their ditch and trim back overhanging branches and hedges.

4.3.3 Trees Horticulture

Frances Fancourt has reviewed the state of the trees in Bookham and there are many more around now than there were in the past. This review has also identified what further activities will be required next year as part of the tree maintenance program.

4.3.4 Litter Pick

At December's litter pick 9 people turned up and collected 5 bags of recyclables and 8 black bags. MVDC will be considering the incentives for these activities in the new year.

4.4 Community Group

4.4.1 Education

David Cox reported that Eastwick School were changing their admission criteria. The proposed changes in Admissions arrangements are that ALL children in Eastwick

Infants School have priority, after special circumstances, over applicants from elsewhere even if the other applicants live closer to the school. This will have significant impact on the availability of places for Bookham children and is likely to increase traffic flows of children coming by car from further afield. This will also have an impact on the Howard of Effingham's admissions as the feeder schools will have less Bookham children so less Bookham children will go to the Howard. David Cox will report back when the consultation has finished.

4.4.2 **Transport**

Keith Francis reported on the new routes and changes to the bus services.

4.5 **Communications and Membership Group**

4.5.1 **Communications**

On the question, as to whether Bookham should have a Village Council and the proposed photograph to be published in the local paper, Les Huett had spoken to the journalist³ who was involved. The photograph will be taken by the paper tomorrow, Tuesday 6th December, at 3 pm next to the Bookham Village sign near Lower Shott. Every committee member needs to engage with local residents, put forward a view and gauge the reaction. We need to spread the message.

Les Huett is also putting together a flyer on our view of a Village Council. The front page will say "NO" and the inside will give the details of our objections.

Les Huett has also revamped the BRA web Home page to give topical information and local news at the first entry to the site. This gives the site a more urgent and engaging presence.

4.5.2 **Membership**

The BRA membership list is to be computerised and placed on an electronic basis. The cost of this will be some £500.

4.6 **Business Group**

4.6.1 **Bookham Retail and Business Association**

With the closure of the Lloyds Bank local branch in the High Street, the Post Office in Church Road is likely to be a lot busier.

5 **Projects Update**

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| 5.1 | Community Pride & Lengthsman scheme | Michael Agius |
| | | Pending |
| 5.2 | 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.

Wojciech Zdrojkowski

5.3 War Memorial Peter Seaward

A further quote is being sought on repair to the lettering. There needs to be a review of the integrity of the monument. We may be able to obtain a grant using PIC funds. The contractor needs to be acceptable to MVDC. The War Memorial may be classified as a listed memorial.

5.4 Trees 2016 schedule Frances Fancourt

Frances Fancourt has drawn up a schedule of tree activities coupled with planned tree maintenance activities looking at overhanging branches. Peter Seaward will be approaching SCC for funding for this programme of planting.

5.5 Bookham Business Map Nick Forrer

5.6 New Notice Board Lower Road Car Park Nick Forrer

5.7 3rd CCTV Peter Seaward

This will require some £4500 for purchase and subsequent installation. This may be available through the Police Commissioner's Budget. This CCTV should also cover the ATM in Lower Road. A new location has been found for the CCTV server at Atwoods above Boots in the High Street.

5.8 Electronic Sign Peter Seaward

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

5.9 Xmas lights BRABA

There was a successful meeting with a new supplier DCI to go with a cheaper and different lighting layout. MVDC will provide some funding (£1,400) towards this. This will be shortly implemented.

5.10 Bench renovation outside St Nicolas (Lower Road North side)

An update will be available at the next meeting. Arthur Field

5.11 Lower Shott Memorial Bench. See item 2.4. Nick Forrer

The application for PIC funds to help in the purchase and installation has been made.

6 Any Other Business

Cllr. Metin Huseyin mentioned the continuing saga of planning application in River Lane.

7 Next BRA Meeting: Monday 9th January 2017