

# THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

## Minutes of the Committee Meeting held on Monday 5<sup>th</sup> September 2016 at St Nicolas Church Room at 7.30pm

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

**Invited Councillors:** Cllr. Clare Curran,

**Ordinary Members:** Clifford Wright,

**Apologies:** Michael Agius, Andrew Freeman, David Cox OBE, Les Huett, Margaret Lawson, Cllr. Lucy Botting, Cllr. John Chandler, Cllr. Simon Edge, Cllr. Metin Huseyin, Cllr. Paul Newman, Cllr. Jatin Patel, Phil Harris.

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### 1 Bookham Youth Work

1.1 Oli Bell<sup>1</sup>, Senior Youth Worker, Leatherhead Youth Project Limited led a discussion on Youth Work in Bookham and the surrounding areas. The Leatherhead Youth Project is a charity and over the last 10 years he has supported 15 projects across the Leatherhead district. Over the last year it has supported three churches in Bookham delivering faith-based youth work. This is part of getting to know the area and the local people. By this coming Christmas it expects to be fully up and running. It has made connections with Bookham Youth Centre and also Space. The project will be able to provide needs assessment and evaluate the level of anti-social behaviour. All of this is characterised as outreach work and making connections with youth.

The funding provides for one Youth Worker. Any projects instigated will require additional funding. We are working with Bookham, which has 300 youngsters. As the Chrystie Recreation Ground will be provided with floodlights shortly this will be a considerably help in supporting their activities. There are known drug problems in Edenside and Whiteway. The key activity is to build relationships with young people so as to create a safe environment for them to achieve things. The Leatherhead Youth Project is here, in Bookham, for the long haul.

### 2 Minutes

2.1 The Minutes of the previous meeting were accepted as an accurate record with the following changes

Item 4.2.1 Howard of Effingham development appeal March 2017 not next month.

Item 4.4.1 Transport bus number 561 should be 516.

Item 4.4.2 local Health Practices should read local Medical Practices.

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<sup>1</sup> Contact details are telephone: 01372 383345; email [oli@leatherheadyouthproject.com](mailto:oli@leatherheadyouthproject.com); and web [www.leatherheadyouthproject.com](http://www.leatherheadyouthproject.com)

### 3 Matters Arising

- 3.1 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. On completion Squiggle will print the map which then can be displayed on a Notice Board in Lower Road Car Park. A licence for this noticeboard has been granted by MVDC. The approval for the finances will be delegated to the Treasurer in consultation with Nick Forrer.

Nick Forrer reported that the list of businesses had been updated with the latest information. This leaves only the numbering of each of the properties to the business map to be done. It was hoped to complete the Business Map by the next meeting.

If Arthur Field is given details of the notice board in type and dimensions he will be able to help in sourcing.

**Action:** Nick Forrer

- 3.2 1<sup>st</sup> 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. Michael Agius has contacted Paul Anderson to discuss this. Surrey County Council has yet to agree to the work being done. Also discussed was the effectiveness of verge cutting. Carried forward.

**Action:** Michael Agius

John Allen also said that the verge cutting in Eastwick Park Avenue outside his house was poorly done and needed rectification. Michael Agius will raise this with Paul Anderson (MVDC) and co-ordinate with Cllr. Lucy Botting. Peter Seaward pointed out that the quality of the verge cutting this year may be due to the looseness of the new contract awarded recently. Peter also observed that many residents were cutting the verges outside their residences. For example, in Sole Farm Road, Little Bookham Street and for his road, Atwood, not cut for the last seven years.

There was a meeting with Paul Anderson (MVDC) on the 4<sup>th</sup> August to review grass cutting across Bookham.

Cllr. Clare Curran pointed out that if the verges were cut then the contract is needed to clear up the cuttings otherwise they will start growing wherever they fall. The cuts are meant to be done from 50 to 75 mm. There has been some improvement over the last few weeks. The grass cutting contract is signed on an annual basis.

Carried forward.

**Action:** Michael Agius & Cllr.  
Lucy Botting

- 3.3 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.

Cllr. Lucy Botting reported that at a recent meeting, the councillors decided to review the areas each councillor would take a prime responsibility for reporting back.

However, this would not constrain any councillors from taking up any issue that they felt was important or had been raised with them by residents. Carried forward.

**Action:** Cllr. Lucy Botting

- 3.4 2<sup>nd</sup> November item 0.2 - **Parking Update**. David Smith raised the issue of Trader Parking Permits, as the take-up of these is quite low. Cllr. John Chandler will be reviewing the Parking Policy. David Smith has in hand.

**Action:** David Smith

- 3.5 Further to the discussion at the December 2015 meeting on the Police, who are going through an extensive restructuring. If and when there are issues to discuss then we should consider inviting the Police Commissioner David Munro to one of our meetings. One issue perhaps to discuss will be that the 101 service is not fit for purpose.

**Action:** Michael Anderson & Keith Francis

- 3.6 7<sup>th</sup> 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 Nick Forrer and then for him to arrange with the Projects Manager for 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 make a contribution towards the total cost but we will be seeking additional funding from the PIC (Planning Infrastructure Contributions) to make up the difference.

**Action:** Nick Forrer

- 3.7 9<sup>th</sup> 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 signs and what further work needs to be done before they can be used.

One idea would be to train a few people on how to use the speed camera and how to install it safely. We should also check that our public liability insurance covers this activity.

Recently Little Bookham Street put in a petition about the speeding along that road. The last time the speed was measured along that road it was found 40% of traffic was going more than 30 mph.

**Action:** Andrew Freeman

- 3.8 6<sup>th</sup> 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. If agreeable, to then use Bookham PIC funds for implementation. The estimate cost is £2,676. Peter Seward has spoken to Rod Shaw (MVDC) about applying for funds.

**Action:** Francis Fancourt

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

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

3.9 4<sup>th</sup> July item 5.3.5 **Pavement**. The footpath that goes from the Grange, along Rectory Lane past the new Care Home, to the corner of Lower Road had been reviewed and will be widened around the mini-roundabout to make it compliant with planning permission.

3.10 4<sup>th</sup> 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,  
John Allen

3.11 4<sup>th</sup> 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 to contact the webmaster Les Huett. An alternative approach might be to send letters to those streets where we need Road Stewards asking for volunteers.

**Action:** John Allen

3.12 1<sup>st</sup> August item 4.1.2 **Finance Accounting Year** with the transfer of the Association to a Company Limited by Guarantee on the 13<sup>th</sup> 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.

**Action:** Treasurer &  
Company Secretary

3.13 1<sup>st</sup> August item 4.3.1 **Drainage** The Lower Road Recreation Ground newly installed drainage ditch and pipe work will be reviewed by Michael Agius on his return.

**Action:** Michael Agius

3.14 1<sup>st</sup> August item 4.5.2 **Noticeboards** There was discussion of where a noticeboard could be placed when going south along Church Street towards Bookham Village centre. Perhaps on the Old Crown Public House. There used to be a noticeboard on the Post Office wall.

**Action:** Nick Forrer

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

## **4 Correspondence**

4.1 There was no correspondence to discuss.

## **5 Group Updates**

### **5.1 Management Group**

#### **5.1.1 Finance**

The closing accounts for the BRA seem show a surplus of £73. This will be confirmed once more detail is collected and is due to the membership fees coming in late. The examiner will look at the accounts and give advice on how this should be shown.

### **5.2 Planning Group**

#### **5.2.1 Planning Applications**

The report from the Planning Meeting was discussed.

#### **5.2.2 Neighbourhood Development Plan**

The Bookham Neighbourhood Development Plan (NDP) has been passed to the Inspector. He noted that there was not is enough evidence for the itemised green spaces. Whatever decision he comes to this could be appealed at a later date. There will be a vote on the NDP later in the year.

#### **5.2.3 Howard of Effingham**

It was noted that for the appeal that Berkeley Homes have retained a QC as well as Effingham Parish Council.

### **5.3 Environment Group**

#### **5.3.1 Litter Picks**

Margaret Lawson reported<sup>2</sup> that since March the litter picks had filled some 80 bags of litter. This is a tremendous achievement by all the litter pickers.

#### **5.3.2 Flooding**

The flooding in East Street was discussed. There is a meeting of the Flood Forum next Monday. At this meeting a discussion will be had on how to fund the Hydrological Survey.

#### **5.3.3 Recycling Centre**

The introduction of charges for building waste at the Surrey Recycling Centres was discussed and the possible resulting impact on fly tipping.

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<sup>2</sup> Through Peter Seaward

## 5.4 **Communications and Membership Group**

### 5.4.1 **Communications**

For the production of the Autumn Newsletter the key dates were discussed. The contributors need to submit their articles by 16<sup>th</sup> September so that first draft can be circulated 23<sup>rd</sup> September. The final articles will go to the printers on the 5<sup>th</sup> October.

### 5.4.2 **Membership**

the committee thanked John Allen for all his work he has done on the membership. He has done a brilliant job.

We do need to consider whether there might be a better way to collect money from the residents of Bookham. It might be worthwhile to look at what Fetcham Residents Association does and see if there are any benefits from using PayPal as they do. Is there a way to link payments to the newsletter? Peter Seaward will be seeing them in two weeks' time.

### 5.4.3 **Road Stewards**

There will be a meeting of the Road Stewards on 17<sup>th</sup> November which will celebrate 90 years of the association. We will be able to seek their views on a number of topics. Perhaps we could ask the Road Stewards to do a survey?

## 5.5 **Business Group**

### 5.5.1 **Bookham Retail and Business Association**

David Smith reported that was to be a new Thai Restaurant in the New Crown public house. There was uncertainty as to what was happening to the Caveman BBQ in Bookham that seemed to have closed. A Caveman BBQ had been spotted in Dorking that might be opening soon.

## 6 **Projects Update**

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|-----|---|------------------------------|
| 6.1 | Community Pride & Lengthsman scheme   | Michael Agius<br>Pending     |
| 6.2 | BRA High Street awareness campaign<br>There is a need for more volunteers and the occasional Councillor to support this key activity.   | Phil Harris and Arthur Field |
| 6.3 | War Memorial  | Phil Harris                  |
|     | 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. An estimate quote for the work is £2,000 and a formal quote is being obtained. We may be able to obtain a grant using PIC funds. The War Memorial may be classified as a listed building. |                              |
| 6.4 | 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.   |                              |
| 6.5 | Bookham Business Map  | Nick Forrer & Ray Pritchard  |

- 6.6 New Notice Board Lower Road Car Park Nick Forrer  
6.7 3rd CCTV Peter Seaward

This will require some £4500 for purchase and subsequent installation. This may be available through the Police Commissioner's Budget.

- 6.8 Electronic Sign Peter Seaward  
It may be possible to fix it to the Notice Board in Lower Road Car Park

- 6.9 Xmas lights BRABA  
After discussion with Bookham Retail and Business Association it was decided not to continue with the lamp standard hung lights for winter 2016/17 because of costs. There is a meeting with a potential new supplier DCI next Friday to discuss possible options.

- 6.10 Bench renovation outside St Nicolas (Lower Road North side)  
An update will be available at the next meeting. Arthur Field

- 6.11 Lower Shott Memorial Bench Nick Forrer  
It was suggested to make an application for PIC funds to help in the purchase and installation.

## **7 Any Other Business**

## **8 Next BRA Meeting: Monday 3<sup>rd</sup> October 2016**