

THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

Minutes of the Committee Meeting held on Monday 7th November 2016 at St Nicolas Church Room at 7.30pm

Present: Peter Seaward (chair), Michael Agius, Renee Botha, Andrew Freeman, John Allen, Michael Anderson, Frances Fancourt, Arthur Field, Keith Francis, John Howarth, Elizabeth Hudson, Les Huett, Stan Miles, Ray Pritchard, Nick Forrer (Minutes),

Invited Councillors: Cllr. Lucy Botting, Cllr. Clare Curran, Cllr. Metin Huseyin,

Ordinary Members: Phil Harris, Clifford Wright, Pete Sarson,

Apologies: Chris Pullan, Tony Alsbury, Mike Brookes, David Cox OBE, Julia Dickinson, Brian Eve, Michelle Hudspith, Margaret Lawson, David Smith, David Stoves, Cllr. John Chandler, Cllr. Simon Edge, Cllr. Paul Newman, Cllr. Jatin Patel.

1 Minutes

- 1.1 The Minutes of the previous meeting were accepted as an accurate record, subject to a correction to item 5.3.6 changed to Groveside Estate.

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. The completed business premises with a draft mam layout will be submitted in the next two weeks to Squiggle.

Arthur Field has given details of the notice board in type and dimensions and a source for its provision identified.

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. Michael Agius has contacted Paul Anderson to discuss this. Surrey County Council has yet to agree to the work being done. Carried forward.

Action: Michael Agius

- 2.3 Further to the discussion at the December 2015 meeting on the Police, who were 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 telephone service is not fit for purpose.

Action: Michael Anderson & Keith Francis

- 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 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 contribute 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

- 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.

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,
John Allen

- 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.

Action: John Allen

- 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.

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. This will be discussed with the Council.

Action: Michael Agius

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

3 Correspondence

- 3.1 Pine Dean is now level with no bumps along its stretch.
3.2 There was no other correspondence to discuss.

4 Road Stewards Meeting

The meeting will be held at the Old Barn Hall on the Thursday 17th November. Those Road Stewards that have not replied will be rung up to be reminded that a meeting will take place. All the local Councillors will be invited as well.

The key items on the Agenda will be:-

- What the BRA does,
- What we do well,
- Things we should do better or new things we should do in the future,
- What does the meeting think of having a Parish/Village Council.

5 Group Updates

5.1 Management Group

5.2 Planning Group

5.2.1 *Planning Applications*

The Planning Group summarised recent planning applications. Also noted was that 40 Little Bookham Street had been refused.

The Planning Group was disappointed that much of the NDP was rejected and they will have to consider what to do next. This will be discussed soon. The feeling was that lots of effort was put in over many years to find most of the policies were rejected.

5.3 Environment Group

5.3.1 *Trees*

Frances Fancourt noted that a willow trees in Garston had been felled without proper notification. Some were found to be diseased and will be replaced.

5.3.2 *Litter Picks*

Twelve people turned up for the litter pick and 15 bags were filled of which 8 were recyclable.

5.3.3 *Drainage*

The blockages of the drains in Litter Bookham Street was mainly due to rubbish. Similar problems affect the ditches running along Sole Farm Avenue. The question is how do you persuade people to understand the importance of keeping ditches clear of rubbish, grass cuttings, leaves and branches¹.

The investigation of the flooding of East Street has been found to be many of the pipes are blocked or broken. Although the water does drain eventually it does take a considerable time.

5.4 Community Group

5.4.1 *Buses*

Keith Francis reported that the next meeting on the buses will be next Friday. Also various strikes are going on.

5.5 Communications and Membership Group

5.5.1 *Communications*

Les Huett reported that the Newsletter had been sent out to residents and StreetLife and the web site updated on recent activities. The website had 631hits in October.

¹ Riparian water rights

Another seven Road Stewards need to be replaced due to them moving on. Also another distributor for delivering the newsletters to the Road Stewards is also needed. Some £7,000 on membership fees has been collected.

6 Projects Update

- 6.1 Community Pride & Lengthsman scheme Michael Agius
Pending
- 6.2 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.
- 6.3 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 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. Peter Seaward will be approaching SCC for funding for this list of planting.
- 6.5 Bookham Business Map Nick Forrer
- 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. This CCTV should also cover the ATM in Lower Road. The current owner of the building that it is affixed to is moving so we are looking at fixing it elsewhere.
- 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 was a successful meeting with a new supplier DCI to go with a cheaper a different lighting layout. MVDC will provide some funding (£1,400) towards this.
- 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. See item 2.4. Nick Forrer

It was suggested to make an application for PIC funds to help in the purchase and installation.

7 Any Other Business

- 7.1 The pavement in Church Road is coming up for refurbishment.
- 7.2 There are speeding issues in Eastwick Road.
- 7.3 There will be a public meeting in Little Bookham Street on speeding and other matters in January.
- 7.4 MVDC are looking at Parking Restrictions in Fife Way.
- 7.5 There is a possible plan to switch of some lighting after midnight on certain roads to save money.

8 Next BRA Meeting: Monday 5th December 2016