

**BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION**  
**Minutes of the Annual General Meeting held on Thursday 23 March 2017**  
**at St Mary's Church and Community Hall, Byfleet at 7.30 pm**

**1. Welcome from the Chairman, Godfrey Chapples**

The Chairman welcomed 35 Residents Association members and invited guests who were present. He also welcomed County Councillor Richard Wilson. He was delighted that Matthew Thompson of Action Surrey had been able to attend and would address the meeting after the formal business was complete.

**2. Apologies for Absence**

Apologies had been received from Jonathan Lord MP, Councillors John Bond and Graham Chrystie, Isabelle David, Jean Smith and Sue Offen.

**3. Minutes of the Annual General Meeting held on 26 June 2016 at the Catholic Church Hall, West Byfleet.**

The minutes of last year's AGM had been distributed to those present. Two corrections were noted:

- Item 4 - Treasurer's Report - an initial payment of £1,000 had been made out of a total of £2,500
- Item 8 - Elections - Richard Cresswell should read Keith Creswell.

With these corrections the minutes were agreed as a true record.

**4. Matters arising from the Minutes** There were no matters arising not covered by this agenda.

**5. Treasurer's Report.**

Godfrey introduced Keith Creswell who had been appointed Treasurer at the last AGM. The Treasurer's report, Statement of Financial Affairs for the 9 months to 31 December 2016 and associated notes had been distributed. The accounts had been brought in line with the membership subscription year of 1 January to 31 December hence only covering 9 months.

The accounts showed a deficit but the introduction of a new membership database, improved efficiency in the collection of subscriptions and their increase from £3 to £5 was expected to address this. Advertising income for the newsletter was also increasing.

The accounts had been examined by Alan Fairlie. As Alan, a former bank manager who had been fulfilling the role of Examiner for the past five year was willing to continue, Keith proposed his appointment for the following year. Seconded by Andy Grimshaw this was agreed unanimously.

The accounts were agreed and adopted by unanimous vote.

**6. Membership Secretary's Report**

The post of Membership Secretary was currently vacant, being covered on a temporary basis by Andy Grimshaw. He reported that membership stood at 2,830 and rising steadily. Distribution around the villages was Byfleet 26%, W Byfleet 33%, Pyrford 40%, Friends/Corporations 1%.

As shown in the accounts some money had been spent on a new membership database after John Bond had stood down as the membership secretary last year due to his new role as a Councillor. The new database was working well with a few glitches still to be ironed out.

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## **7. Resolutions**

Godfrey referred to the Constitution and Rules and the proposal for amendment distributed to all at the meeting:

- **Item 3 (d) - Membership and Subscriptions - Friends** - to allow non-resident, business or advertiser to become non-voting members of the association on payment of the annual membership fee
- **Item 7 (vi) - Administration** - the 3 Forum Chairs to be members of the committee on an ex-officio basis..
- Members of the committee to be allowed to appoint a voting alternate delegate if unable to attend a meeting
- The Chair's expenses to be approved by the committee

After brief discussion the above resolutions were agreed

## **8. Chairman's Report**

In giving his report, Godfrey made the following points:

- He noted how hard the committee had worked and especially those also involved in Neighbourhood Forum tasks
- He thanked the members of the internal task group which had looked at and introduced new ways of working including the brand new website which was now fully operational and membership database.
- With the exception of Membership Secretary, CDR Byfleet and Deputy CDR West Byfleet, all posts had been filled. New posts of Assistant CDRs had been created to support the CDRs.
- It had been a busy year monitoring the various developments within the area - Martyrs Lane, Broadoaks, Sheer House, Murrays Lane.
- Isabelle Davis had taken over as Editor of the newsletter and she was thanked for producing an excellent first issue.
- Phil Wilson was thanked for his work as Editor of the Resident and presented with a small token of appreciation.
- Godfrey noted how important it was to have a strong committee representing the three villages and encouraged residents to become involved in the work of the association and to volunteer for the vacant posts.

## **9. Neighbourhood Forums**

### **i. Byfleet**

John Bond, Forum Chair, had provided a report on activity which Godfrey read out. A preliminary consultation document had been circulated throughout the village with hardcopies being made available in community centres, churches, schools, library etc. It was also available on the forum website. Emails had been sent to shops and businesses inviting them to comment. The 600 members had been emailed or would receive a leaflet delivered to their house.

### **ii. West Byfleet**

Wade Pollard, Forum Chair, addressed the meeting noting that it had been a busy year:

- Sheer House - public meeting held following the planning application submitted by Altitude. Consultation would close at the end of March. It was unlikely that building would commence in 2017.
- Woodham new town development - public meetings attended
- Broadoaks - ongoing dialogue with Octagon and United Learning re the proposed new free school
- M25/A3 junction - public meeting attended

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- Neighbourhood Plan - consultation had taken place and this had been submitted to Woking Borough Council. An examiner had been appointed. Hopefully, his examination of the plan would not result in too many changes.

iii. **Pyrford**

Geoff Geaves, Forum Chair, reported that it had also been a hectic year with the Neighbourhood Plan for Pyrford being officially adopted on 9 February 2017. It had taken four years of hard work to get to this point and Geoff wished to thank the whole Forum committee and, Martin Doyle in particular who had started it all off. Although the basic objectives had now been met the Forum would continue to act as a representative body looking at longer term planning issues in the area. Its work would compliment that of the Residents Association and this would be reflected in the new constitution which would be drawn up.

**10. Elections**

Godfrey announced that the following officers had been proposed and seconded. They have now been declared as members of the Residents Association Committee for the next year:

**A. Association Officers**

Chairman – Godfrey Chapples	Membership Secretary – Vacant	Secretary – Lynette Davies
Vice Chairman – Richard Thomas	Treasurer – Keith Creswell	

**B. Remaining Committee Members**

Byfleet:	CDR	Vacant	Deputy CDR	John Fothergill
West Byfleet:	CDR	Liz Grout	Deputy CDR	Vacant
Pyrford:	CDR	Andy Grimshaw	Deputy CDR	Ernie Elliott
Planning Officer-	Richard Thomas		Magazine Editor -	Isabelle David
Footpath Officer -	Marion Malcher		Community Officer -	Sue Offen
Website Officer -	Anita Flavell			

Ex Officio Committee members:

Byfleet Neighbourhood Forum	John Bond
West Byfleet Neighbourhood Forum	Wade Pollard
Pyrford Neighbourhood Forum	Geoff Geaves

**11. Any Other Business.**

There were a number of questions from the floor.

Andy responded to a question about communication by email saying that street reps were meeting some resistance when asking for email addresses when collecting membership subscriptions. They would persevere!

A new member was interested to hear the opinion of the Residents Association and the West Byfleet Forum on the development at Sheer House. He was concerned that few comments had been posted on the WBC website. Both Richard Thomas and Wade responded pointing out that a public meeting had been held and residents had been urged to comment on the website. In Richard's opinion, the development was too dense, there were too many flats, the buildings were too high and underground car parking was not appropriate. Wade endorsed these comments. Richard Thomas reminded everyone that earlier comments and letters would not count, responses needed to be made to the current application.

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Concern was also voiced about what would happen to the village during the building work with the loss of shops, particularly the pharmacies, the post office and the library - would this be re-located?

Pyrford members noted the traffic problems experienced during the school build and the loss of the pharmacy.

Godfrey thanked everyone for their attendance and closed the meeting at 20:30.

The meeting was then addressed by Matthew Thompson of Action Surrey. Action Surrey is a county wide impartial energy advice centre set up to help homeowners, community buildings, schools and businesses save money on their energy bills, keep warm and reduce their environmental impact.

Matthew gave a very interesting presentation on how to save energy in the home and reduce the carbon footprint. He talked about alternative energy sources ie solar power, solar battery storage and air source heat pumps and the support available to help with the cost of making any energy related improvements.

Godfrey thanked Matthew for this presentation and invited everyone to enjoy some refreshments.