

## BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION

### Minutes of the Committee Meeting held at Cornerstones, West Byfleet at 19:30 on Friday 17 March 2017

**Present:**

Godfrey Chapples - Chair	Ernie Elliott - Pyrford Deputy CDR
Richard Thomas - Vice Chair	Geoff Geaves - Pyrford NF Chair
John Bond - Councillor	Andy Grimshaw - Pyrford CDR
Keith Creswell - Treasurer	Eileen Perryer - Events Secretary
Isabelle David - Editor	Wade Pollard - WB Forum Chair
Lynette Davies - Secretary	

**Reports circulated and to be appended to minutes:** Treasurer, Byfleet CDR, Pyrford CDR, Planning Officer, Pyrford Neighbourhood Forum

The meeting was quorate.

#### 1. Apologies for absence

Susan Offen, Liz Grout, Penny Hoskyn, Mick Doyle, Richard Wilson, David Askew, Graham Chrystie

#### 2. Minutes of the Previous Meetings, 20 January 2017 & 17 February, and matters arising not covered by the Agenda

The minutes of 20 January had been reviewed and amended at the previous meeting and were agreed with the following changes:

- addition of Andy Grimshaw to those who had given apologies
- **Item 3:** Final sentence amended to read ' John says there is no plan to replace the Chief Planning Officer.

The minutes of the meeting held on 17 February were reviewed and a number of changes made:

- **Present:** Penny Hoskyn is a WB Forum Committee member not the joint chair
- **Reports:** Geoff Geaves had circulated a report for the Pyrford CDR Neighbourhood Forum
- **Item 1:** Last meeting date amended to 19 January
- **Item 2:** Martyrs Lane changed to Muddy Lane
- **Item 11: Pyrford** - The following was added to the minutes: ' Plan adopted on 9 February 2017'. It was further noted '*That means the PNF Plan is now an integral part of the WBC LPA processes and represents the culmination of a lot of hard work by a the whole PNF committee over the last 4 years This Plan joins the Hook Heath Neighbourhood Plan as the only two completed plans in the Borough of Woking.*'

**Sheer House** - it was noted that the consultation period for application would continue to 31 March and that objections and positive comments could still be sent to Woking Council.

With these amendments the minutes were agreed and signed by the Chair.

Both sets of minutes will now be posted to the website. **Action Lynette** to scan and send to Anita

It was agreed that reports would be posted with the minutes to avoid duplication of content. Part II items would not be published.

#### 3. Matters arising from the minutes of the last meeting

CDR for Byfleet was still required.

There were no other matters arising not addressed by this meeting's agenda.

#### 4. Planning Report

Richard T had provided a report which had been circulated before the meeting. Further comment and discussion as follows:

- **Martyrs Lane** - Geoff noted that the consultation had concluded on time but that the process had been less than satisfactory and there had been a lack of clarity. Geoff had prepared a letter for Jonathan Lord on behalf of the Pyrford Forum which he would copy to Richard T so that he could also write on behalf of the RA. **Action Geoff & Richard**
- **Sheer House** - the meeting on 6 March organised by the WB Forum had been well attended. The meeting had shown that the residents wanted the development to go ahead but concerns were raised and included:
  - density of building proposed for the site
  - height of the buildings
  - provision of car parking - Wade wondered whether underground parking was appropriate
  - future of the library and PO
  - parking arrangements during construction ie temporary use of the recreation ground,
  - requirement for affordable housing had not been includedRichard T would write a response to the consultation on behalf of the RA.
- **Pyrford School travel plan** – this had not been accepted by SCC and was to be re-worked. Andy reported that the new build and other unrelated issues had put pressure on the school. Andy noted that a promised working group had not been set up by the school. Andy would contact the school asking them to supply an acceptable plan, to set up the working group and to implement the plan. Improved communication with the community would make for easier interaction. **Action Andy**
- ~~Pyrford Coop request had been made to increase hours~~
- **West Byfleet School travel plan** – Lynette had checked with the school who reported that this had been prepared in conjunction with Richard Wilson and submitted.  
Richard T will write to WBC and ask for copies of the travel plan for each school. **Action Richard T**

**5. Councillors' Report** – John commented as follows:

- **NHW scheme** – work continuing on relaunch
- **Planning process** – complaints had been received that personal information provided on comments on planning applications was being published
- **New Vision Homes** – problems with maintenance and upkeep
- **West Byfleet Bowls Club** – problems with late application for funds to extend the building had been resolved
- **Housing Association** – problems arising over the payment of universal credit
- **West Byfleet playground** – waiting for climbing frame
- **Parking** – concerns over parking being allowed on the Rec during development of WB
- **Victoria Square** – agreement signed by M&S
- **Sheerwater** – work ongoing to resolve flooding issues

**6. Treasurer's Report**

Keith had circulated his report before the meeting.

Andy asked about the proposal to increase funds to good causes discussed at the last meeting. Keith confirmed that with the improvement to the membership records and the increase in subscriptions, it would be possible for the RA to be more generous than they had been in the previous year.

There had been an agreement to support the forums with up to £4.5k (ie £1.5k each) per annum. Forums were asked to submit plans/requests.

**7. Membership Secretary's Report** - no report.

Andy Grimshaw continued doing an excellent job whilst a permanent officer was sought.

Andy reported that so far, within Pyrford, only about a third of members had agreed to provide personal details. However, he had also received emails requesting membership.

An application for membership was discussed and agreed. The applicant would also be invited to become a street rep for that particular area.

## 8. Website

As agreed Anita does not attend meetings. Everyone agreed that she was doing an excellent job.

It was noted that email addresses have been removed from the website due to individuals receiving unsolicited emails via these addresses. RA email addresses will now only appear in the printed newsletter.

Everyone was asked to make it very clear for Anita which attachments to emails (prefixed by WEBSITE) were to be posted to the website.

## 9. Editorial - 29 March 2017 - Isabelle drew everyone's attention to the deadline for input for the next newsletter

Isabelle requested that CDRs/Forums talked to each other about their reports to avoid duplication of information.

She could not attend the AGM and noted that she would need a report very soon after it had taken place it was to be included in the newsletter. Liz had agreed to take photos.

Wade's forum report would include information on Sheer House so a separate article would not be needed. Photos had been taken at the recent forum meeting.

Richard T suggested something on recent tree planting in Byfleet.

Woking News & Mail had made contact asking about running RA articles, advertising meetings, publishing diary dates etc. It was noted that the RA had had a strong relationship with the paper in the past and it would be good if Isabelle could rebuild this. There was a suggestion that a regular (monthly, 3-weekly?) article 'RA Banter'? might be produced. Who would write it?

Drop in date for collection of newsletters by street reps will be 6 May 2017 at ~~Byfleet Village Hall~~ *St Mary's Community Centre*

Distribution of newsletters in WB was a concern as many residents appeared to be collecting them from the library as they were not receiving them at home.

## 10. Footpath officer

Committee confirmed agreement that Marion Malcher would ~~only~~ attend meetings if there was *a specific* an issue for discussion.

Additionally, a statement, prepared by Marion and unrelated to footpaths, was considered. It was noted that the Pyrford Forum had also discussed this statement and decided not to sign. The committee decided that the RA would not sign the statement.

## 11. Community Rep – Sue Offen was not present but had reported that there were two matters under consideration but no action required at this point.

## 12. CDR Reports

### Byfleet

A report from Godfrey had been circulated before the meeting.

It was further noted that he would be attending the funeral of Beryl Marlow, who had been an active member of the RA.

John reported that the Olympics cycling poster which had been stolen from opposite the Co-op had been returned but that it had been damaged. Quotes for repair had been sought and, after negotiation, WBC had agreed to pay for re-instatement.

Residents had noticed a number of vans parked around the village which upon investigation had turned out to be from Amazon. Emails had been sent resulting in the vans disappearing from the village.

The planning permission for Vanners Parade had lapsed (shop at side).

As a result of inconsiderate parking, changes would be effected opposite Murrays Lane and at Hart Lane.

Swings had disappeared from playgrounds – investigation revealed that WBC had removed them for repair.

Sanway Road – flood barriers were planned and work had already started. Residents had not been consulted or informed.

**BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION**  
**Committee Meeting, 17 March 2017**

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**Mill lane** – badger damage to the road had been repaired

**Alzheimers Society** were moving out of the St Mary's Centre. There were plans for the centre to serve the wider community.

**Muddy Lane** – due to issues with land ownership this was back out for public consultation

**West Byfleet** – Liz had sent in subscriptions for banking

**Pyrford** – concerns over **parking** outside **Pyrford Centre** with road safety implications. Also opposite Lovelace Avenue

### **13. Forum Reports**

**Byfleet** – the preliminary consultation document has gone out – emails to businesses, posted around the village, emails to members

The Forum was likely to be in need of more funds by the end of 2017. It was noted that government grants were available and the forum would be expected to apply for these before seeking funds from the RA. Wade and Geoff were willing to share their experience of doing this.

**West Byfleet** - consultation had finished. WBC had received 65 comments from residents, 3 of substance. An examiner had been appointed (the same one as for Pyrford & Hook Heath) but no start date had been communicated. WBC had provided a summary of the comments received. The committee would consider at next week's meeting and then respond.

**Pyrford** - Geoff reported on the public meeting held for Martyrs Lane. It was clear that support within the borough was to develop this land rather than elsewhere. As previously minuted there had been a lack of clarity and some misinformation.

Geoff noted that he, as the representative of the Forum, was now receiving notifications of planning applications by email.

The Forum would be looking at its constitution as the main focus ie the production of a plan, had been achieved, and deciding the direction it would be taking eg look at infrastructure and traffic? There was a discussion about might need to be consulted re constitution changes. The Forum had been granted a 5 year licence.

Geoff noted that an operating budget of £2.5k was being prepared for submission to both the RA and the Big Lottery.

£8,046 had been raised towards the £11,220 cost of hiring consultants. A request to the RA to expense house drop and posters was being considered.

Keith considered it important that the forums worked together.

### **14. AGM**

The proposed changes to the constitution were discussed and, in particular, whether the Assistant CDRs should retain the vote. After consideration it was agreed that they should.

Keith was asked to reword the constitution accordingly and to ask Anita to post it on the website, replacing what had already been published. **Action Keith/Anita**

### **15. AOB**


Andy informed the committee that Byfleet United Charities now offered their meeting room free of charge to charities - something to consider in the future.

Keith explained that he was involved with a Cycling UK initiative to develop a cycling map based on the tube map. Keith was working on one for east Woking and wondered if the RA would like to be involved. He would provide some paperwork for consideration.

The meeting closed at 22:15.

Next meeting - Friday, 21 April 2017 at Cornerstones.

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21/4/2017

**TREASURER'S REPORT**  
**March 2017**

I have attached a Statement of Financial Affairs (SoFA) to 17<sup>th</sup> March. At the time of writing, we have £2,223 in our current account and £18,342 on deposit.

We have received a subs from all three villages that have been banked and uploaded to the database. Particular congratulations to Pyrford on their collections so far (£2,069).

The year to date now shows a surplus of £3,639 for the two and a half months. This is slightly better than forecast last month from the higher subs received.

As we have considerable funds now, I believe we can now go back to funding locally worthy (non-partisan) causes.

There has been no change in the contributions to the Forums. Pyrford Forum has now claimed all of the £2,500 given in grants. Byfleet has £101.90 to claim and West Byfleet £698.27. West Byfleet's plan is now submitted and we are happy to finalise their grant on submission of a claim with supporting documentation. The position with regard to Byfleet is still outstanding.

**Issues.**

- 1 We agreed to appoint a volunteer for selling advertising copy and co-ordinating with the Treasurer for invoicing and collection and the Editor for publishing. Would all Committee members please endeavour to find such a volunteer (I hope Isabelle would agree, probably not more than 7 hours per magazine)
- 2 The impact of the new database updating and collection procedure was mixed, generally positive but with a couple of minor hiccups that we believe have now been resolved. Byfleet believe they have an Asst. Membership officer in the wings. Pyrford are currently managing with just Andy but we should not ask too much of him. West Byfleet collections and updating is going well. Further Training for CDRs and Asst. Membership officers will take place as needed.
- 3 It still remains essential that CDRs review the coverage of their street reps and identify new reps to cover gaps.

Keith Creswell 15/03/2017

**Byfleet, West Byfleet and Pyrford Residents Association**  
**Committee meeting March 2017**

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**Byfleet, West Byfleet & Pyrford Residents Association**  
to 17th March 2017

<b>INCOME</b>	<b>Year to date</b>	
	£	£
<b>Subscriptions and member donations:</b>		
Byfleet	712	
Friends	0	
West Byfleet	1298	
Pyrford	2069	
		<b>4079</b>
<b>Advertising</b>		1555
<b>Bank Interest</b>		1
<b>Donations</b>		1
<b>Sundry Income</b>		
<b>Totals</b>		<b>5636</b>
<b>EXPENDITURE</b>		
The Resident		-1513
**Committee Expenses		-6
**Street Rep Drop Ins		0
Room Hire not Comm.		0
**AGM		0
**Pyrford Flower Show		0
**Fetes		0
Display/Equipment		0
Donations:		0 *
Insurance		0
Stationery & Printing		-388
Postage		0
Sundries		0
Database/Web Expenses		-90
Mileage/Parking		0
Forums - Pyrford	0	
- Byfleet	0	
- West Byfleet	0	
		<b>0</b>
		<b>-1997</b>
<b>Surplus/(Deficit)</b>		<b>3639</b>
Opening Cash		16926
Surplus/(Deficit)		3639
Closing Cash		<b>20565</b>

**Planning comments for meeting March 2017**

**Green belt review**

**Byfleet, West Byfleet and Pyrford Residents Association**  
**Committee meeting March 2017**

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**West Hall** in land allocation 529 unit's 2022 green belt!!

**Martyrs Lane** consultation ended 20 February

**Broad Oaks** PLAN 2016 1003 for 147 homes & 10 conversions  
Approved with more affordable housing.

**Murrays Lane** Trees 5 years start from last replacement  
PLAN 2016 1011 for larger barn & milking barn approved  
PLAN 2016 0164 3 year term for 4 Romany pitches approved 25 conditions 5 of which need  
to be cleared prior to commencement, CMS, drainage procedures, detailed plans,  
reinstatement after 3 years .  
Details agreed by WBC to be WATCHED!!

**Sheer House** planning application PLAN 2017 0128, joint public meeting with Forum 6<sup>th</sup>  
March 300 attended need for all to respond to WBC by end of March

**PLAN 2016 0987 West Byfleet School Travel Plan Consultations. \*\***

**\*Pyrford School** travel plan still to be complete school seem to between WBC/ SCC/ EFA [ M of Ed ] / contactor!

**Please note TP s is monitored for 4 years only!!**

**Wisley Airfield Ockham appeal APP/Y3615W1631598894 representations by 12/12/16**

**CIL money action by RA and Forums attended Joint committee what created in villages stay in village, the 123 list £**

**M25 Junction 10 SCC review .**

**Waitrose increased hours approved**

**Richard Thomas**

**March 2017**

**BYFLEET CDR REPORT**  
**March 2017**

1. The Passing of Beryl Marlow, wife of Geoff Marlow, Sunday 5<sup>th</sup> March 2017.  
Beryl was a Woking Borough Councillor and Founder Chairman of Byfleet Community Partnership Library. A sad local loss of husband and wife in such a short space of time.
2. The Petersham Avenue and Oyster Lane routes are suffering from a surfeit Of semi permanently parked white vans. The registration numbers will be recorded and passed to our Councillors for further action by Adrian Farrell resident in Dawson Road/Caillard Road area. It is understood that the South East and South West Wards of Byfleet are suffering a similar imposition. The vehicles may belong to Amazon?
3. The Street Representatives have been busy collecting subs for 2017. More recruiting is being tackled for new Members to RA. It would be good to produce a new flyer for this purpose and perhaps to use up the back numbers of The Resident to hand out to potential new Members. Copies are in the Byfleet Village Hall and do ask me if you want a box to use.
4. March 2017 is the 90<sup>th</sup> Anniversary of the death of Parry Thomas the speed racer who was trying to retake the World land speed record on Brooklands and Pendine Sands.  
He is buried in St. Mary's Churchyard Byfleet.

Godfrey H. Chapples  
ACTING CDR Byfleet



**PYRFORD CDR REPORT**  
**MARCH 2017 MEETING**

**MARSHALLS PARADE**

The unit previously occupied by Lloyds Pharmacy is now available for letting on the open market. The agent has had some interest from prospective tenants some of whom may require a change in planning use. None of these seemed to have progressed very far.

Flutter Bys has re-opened.

**PYRFORD SCHOOL**

Demolition of the old school has been delayed due to unexpected presence of asbestos in the foundations. The old school is now fully demolished. The builder hopes to have completed all works by the end of March 2017 including landscaping.

A revised Travel Plan was submitted in late February to WBC and is being reviewed by SCC.

Parking on Coldharbour Road continues to be a problem. Due to the works, the teacher car park has been closed and vehicles are now parked on the road all day.

**PYRFORD ROAD CLOSURES START 18 MARCH TO END MAY 2017**

The work is planned in three phases:-

- |                                   |                      |
|-----------------------------------|----------------------|
| 1. Hollybank Road to Boltons Lane | 18 March to 12 April |
| 2. Boltons Lane to Floyds Lane    | 13 April to 10 May   |
| 3. Floyds Lane to Lock Lane       | 11 May to 26 May     |

There will be signed diversion routes for each phase. These works are necessary to replace the overhead lines as the current wayleaves have not been renewed by the landowners. For the email and the diversion routes please visit the RA's website at [www.the-residents.org](http://www.the-residents.org)

The last diversion will stop the 436 bus passing past Warren Farm Home Park and I have raised this with the project manager and asked if a replacement service can be introduced or the bus re-routed. The project manager has informed he is awaiting a quote from the bus company.

**Future Pyrford Dates 2017**

**8th July – Pyrford & Wisley Flower Show**

Andy Grimshaw

## **RA Committee Meeting – 17<sup>th</sup> March 2017**

### **Pyrford Neighbourhood Forum Report**

A Public Meeting on the martyrs Lane Consultation was held on 17 February where the issues were reviewed and representations urged before 27 February when the Consultation ended. The mood of the meeting was very strongly that Martyrs Lane is a preferable site for safeguarded development land required in the period 2027 to 2040 and that there is a great deal of dissatisfaction with the Council concerning the level of mis-information tolerated by campaigners and the lack of clarity and purpose surrounding the consultation.

With the end of the Consultation and now that the Pyrford Neighbourhood Plan is 'Made' the Forum is receiving email notifications of planning requests in the area and will be handled by a joint RA/Forum team as appropriate.

The Forum's attention has now turned to the design of a new Constitution and revisions are being designed to allow a new range of activities to represent the objects and purpose of the Forum. Additionally work has started to investigate and publicise the traffic situation both now and in the future assuming a range of development options contained in the SADPD. In parallel an operating budget for 2017-18 is being prepared for submission to both the RA and The Big Lottery for funding assistance.

Finally there is currently a short fall of approximately £3200 between the cost of consultants support and funding raised from residents to fight the Martyrs Lane Consultation. As a consequence a fund raising programme is in preparation and the committee are confident that the balance can be raised in the near future

**Geoff Geaves – Chairman - Pyrford Neighbourhood Forum**

**17<sup>th</sup> March 2017**