

BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION

Minutes of the Committee Meeting held at Cornerstones, West Byfleet at 19:30 on Friday 15 September 2017

Present:

Godfrey Chapples (GC)- Chair	Liz Grout - West Byfleet CDR	Neil Butcher - WB Business Assoc
Richard Thomas - Vice Chair	Eileen Perryer - Events Secretary	Cllr John Bond - Byfleet Forum
Lynette Davies - Secretary	Geoff Geaves - Pyrford Forum	Cllr Graham Chrystie (GChr)
Andy Grimshaw - Pyrford CDR	Wade Pollard - WBbyfleet Forum	Cllr Richard Wilson

The quorum is 8 members - the meeting was quorate.

Reports circulated and to be appended to minutes: Treasurer, Planning Officer, Membership Officer, Byfleet CDR, Pyrford CDR

Cllrs Graham Chrystie and Richard Wilson were welcomed to the meeting.

1. Apologies for absence

Apologies had been received from Keith Creswell, Ernie Elliott, Isabelle David, Susan Offen

2. Minutes of the Meeting on 21 July 2017 and matters arising not covered by the Agenda

The minutes were reviewed and agreed with the following changes:

Item 6 - Roles & Responsibilities - 4th para to read: '*GG will circulate the amended and agreed RA constitution.*'

Item 14 - West Byfleet - added to second para: '*... Waterways Chaplain for the River Wey navigation from Send to where it meets the Basingstoke Canal in Byfleet.*'

The minutes were signed by the Chair.

3. Matters arising from the minutes of the last meeting

<i>Sheer House</i>	Penny had circulated an email response from the Health Centre. RT had written to Steve Norrington and was passed to planning and Asset Management awaiting a response
<i>WB Rec Playground</i>	RT had emailed JB and a response had been received from WBC, albeit an unsatisfactory one. RT was able to update the committee with news that the works would be carried out in 2018 Q2. The RA expressed their dissatisfaction with how long it had taken to get this done given that funds had been available for a considerable amount of time but hoped the work would be carried out as promised.
<i>Forum funding</i>	AG had provided KC with the paid up members list for Pyrford to allow release of the funding
<i>Constitution</i>	GG had circulated the amended RA constitution. This new constitution will be put to the RA AGM in March 2018 for approval and adoption
<i>Advertising Policy</i>	ID had requested that this be held over to the next meeting Action: Lynette to add to agenda
<i>Membership Sec</i>	There had been no progress in filling this post
<i>Subscriptions</i>	AG had sorted out the issue with the WB/Pyrford boundary
<i>Website</i>	GG apologised for not having progressed this and will do so for the next meeting
<i>Community</i>	Increase of maximum donation to £750 to be taken to AGM in March 2018
<i>Drop-in dates</i>	Confirmed as: 17 February 2018 at the Catholic Church, WB - venue booked by LG 19 May in Byfleet - LG to book Village Hall or Community Centre 13 October in Pyrford - LG to book Village Hall or Church of Good Shepherd

All other actions carried out or addressed in this meeting.

4. Planning Report

RT commented as follows:

- **Regency Drive** - GChr reported that no complaints had been received for this development
- **Manor House** - RT had not received any comments. GChr noted that multiple applications had been made. Complaints received were predominantly about the felling of trees.
- **Inverdale , Oakcroft Rd** - infill development was refused
- **Hazelmere , Oakcroft RD** proposal to demolition and rebuild
- **30 Parvis Road** - proposal for 2 houses on this plot

Broad Oaks - school had signed with Octagon, RW reported that SCC were happy but the S278 highways agreement had still not been signed due to unresolved minor legal issues.

- Planning permission would be issued with conditions, possibly amounting to 100, which RT would read and then highlight those with an impact for residents. CIL would amount to £3.89m with a third released on commencement and the final third at completion. Expectation was for £600,000 to be spent in the local area.

Sheer House – as noted RT had spoken to Steve Norrington about provision for the library, chemist & Post Office during building and also to Asset Management, from whom a reply was still awaited. RW reported that Altitude had held discussions with the Vicar about temporarily locating, if necessary, the library and other key facilities onto the church grounds.

- **There was concern that the planning application listed statements of intent rather than conditions.**

It was confirmed that the application would be going to committee on 25 September and was for outline planning only. Developments at Globe House and Roxburghe House had resulted in a lowering of the heights for Sheer House with the consequent loss of about 40 flats. There was no provision for office space but demand for this had fallen away. There was concern that Altitude would now be looking to 'flip' the project on receipt of the outline planning rather than continue with the development despite having given assurances that it was a flagship project for them. It was not understood how the potential move from 'full' to 'outline' planning had not been communicated to the wider public.

GG wondered whether conflicting local opinion over the development could have caused Altitude to lose enthusiasm and, if so, what lessons the RA could learn about dealing with developers.

RT noted that a public meeting had been held but that it had taken a long time to get a view to the council. This had been particularly difficult because of the 50/50 split for and against and without a clear steer it was difficult for the RA to encourage a developer.

WP noted that residents had been asked to comment on three proposals but the developer had done little to reflect the views of the community.

- **Marstons' Proposal for WB Recreation Ground** - there was a lengthy discussion

RT kicked off the discussion by noting that there was general agreement that something could be done with the land but that a concept plan need to be drawn up so that it could be looked at as a whole. A suggestion from the meeting withal stakeholders in 2015. There were some legal issues over the land ownership & covenants. Access was also problematic.

There was concern that the local authority had been talking to a developer without following a tender process, establishing clear ownership of the land. There had been no consultation prior to the attendance of Marston's at WB:Live where the development proposals had been shared and public comments invited. Marston's had not yet put in a planning application but indications were that they would do so before the end of the year.

The WBC planning department had not been aware of the discussions between the Chief Executive of the Council and Marston's.

The West Byfleet Neighbourhood Plan, cleared by WBC to go to Referendum on 5 October, clearly designates the Recreation Ground as Local Green space. It also currently has Green Belt designation. WBC are aware of the Plan but the Chief Executive appeared not to have shared it with Marston's or to have taken notice of it.

GChr had expressed his dissatisfaction with the conduct of the Council/Chief Executive.

RT would be writing to Jonathan Lord, MP about the actions of the Chief Executive.

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The importance of getting the WB Plan approved at referendum before addressing the proposed development on the recreation ground was noted. It was important not to create confusion for the public and WP noted the need to educate the community about the Plan which was not without difficulty.

The following proposals were put to the committee:

- ***The Residents Association adopts and approves the Pyrford Forum Plan***
Proposer: Richard Thomas Second: Andy Grimshaw

- ***The Residents Association adopts and approves the West Byfleet Forum Plan***
Proposer: Richard Thomas Second: Andy Grimshaw

A vote was taken and the proposals agreed unanimously

To encourage those residents entitled to vote in the referendum to do so, the Forum had arranged for posters to be put up in key locations and a leaflet to be delivered to every house in the week before 5 October. Emails would be sent out and a drop-in at WB library was planned for 10:00-15:00 on Saturday, 30 September.

AG advised that postal votes (probably about 30%) would be sent out about 10 days before so timing of the leaflet drop might need to be tweaked. WP would check timings with the council.

It was widely understood that the land had been given to the community by Messrs Stoop and Charrington for use as a recreation ground. Demand had risen over the years with the addition of a cricket pitch, sports pavilion, football pitches, tennis courts, basket ball court, playground etc. With very little land for outside activity, the free school at Broadoaks had also expressed an interest in using the recreation ground for this purpose during the week. The Sheer House development of flats would bring even more people wanting access to outside space.

20:15 LG left

Once the Plan had been approved at referendum, the Forum would work on a concept plan. Development should not be considered before this plan was in place as, potentially, it could complicate the use of the land and issues over access.

As far as the Marston's proposal was concerned, it was possible that the legal status of the land could be challenged and if WBC was a trustee for the ownership of the land should there be Charity Commission involvement given the original gifting of the land.

WP had written to Marston's and would continue to do so as well as lobby the MP

It was noted that to take the space out of green space designation would take some time.

What action to take with regard to the Chief Executive would be considered.

WP was preparing a letter for signature reflecting the wider community response about the use of the recreation ground which it was agreed should be sent to the three leaders of the council rather than the Mayor and copied to Jonathan Lord. GG would prepare a letter of support from the Pyrford Forum.

The forum would also think about a hardcopy petition to go to WBC and whether a public meeting would be useful.

As per the resolutions agreed above, the RA would support the Forum's activity.

5. Councillors' Report

GChr reported that retrospective planning applications for breaches of original planning were now being handled in a more robust way.

RW reported that the matter of the bridleway between Sanway Road and Muddy Lane was with the Secretary of State due to the number of objections received and was likely to be the subject of a public enquiry.

RW also briefly summarised the changes in parking which would be taking place and there were **NO** changes proposed in the opening hours at **West** Byfleet Library. That follows changes in opening hours at some main libraries in Surrey ie. Woking Library. Byfleet Library stays as is.

22:00 RT, GChr, RW left

6. Treasurer's Report - report circulated before the meeting.

No further comments.

7. Acting Membership Secretary's Report - a report and data had been circulated before the meeting.

Nothing further to report.

8. Website – GG would be following up on outstanding items with Anita.

9. Editorial ID had circulated a draft of Issue 156 for final comments. ID was commended on her excellent work with this edition.

10. Footpath officer - no report from Marion Malcher

11. Community Rep – Sue Offen

SO had forwarded the request from West Byfleet Business Association for a donation towards a Christmas tree for the village. A donation of £500 had been given last year. KC had requested evidence that the Association expenditure would be equivalent to the RA donation. This was likely to be £500, not £750 as requested, as the maximum donation limit raise to £750 was subject to approval at the March 2018 AGM.

The donation was approved at £500 subject to NB supplying the information requested by KC.

12. Events Co-ordinator - Eileen Perryer

Eileen would organise the appropriate refreshments for the 7 October drop-in at Pyrford Village hall

13. CDR Reports

Byfleet - a report from Godfrey had been circulated before the meeting.

West Byfleet – no report circulated

Pyrford – a report from Andy had been circulated before the meeting

14. Forum Reports

Byfleet – JB reported that it had been quiet over the holidays but that activity would now pick up.

West Byfleet – no further comments to those minuted under Item 4.

Pyrford - GG reported that the constitution had been finalised for approval at the Forum AGM in November 2017. Following approval an application for RA funding would be submitted.

Discussions were ongoing about the extension of the conservation area around St Nicholas Church.

There had been no concrete progress on the SADPD process and it was assumed that proposal would still be announced this month.

Discussions with SCC on traffic modelling had started.

15. AOB

As LDD is not able to attend the October committee meeting Eileen agreed to take the minutes

The meeting closed at 22:18.

Next meeting - Friday, 15 October 2017 at Cornerstones.

TREASURER'S REPORT
September 2017

I have attached a Statement of Financial Affairs (SoFA) to 8th September. At the time of writing, we have £1,222 in our current account and £22,347 on deposit.

The year to date now shows a surplus of £6,643 for the eight months.

Obviously, a quiet couple of months so only a few transactions. We continue to receive subs from all three villages that have been banked. At the time of writing within the unallocated subs received, £797.90 relates to Byfleet. I am concerned that no progress has been made yet on the Byfleet database updating but Claire has been in touch and will be working with Lisa in early October to go through the processes again.

The rate of collection is not as satisfactory as we would like, some further effort to collect outstanding dues and identifying new street reps is required for the next magazine distribution.

We have issued £3225 of advertising invoices this year. We have £485 owing still (so not shown in the accounts) Gascoigne Pees, C&E, and Waterfalls date from 31st May. Briony Clinic invoice has just been issued. I will discuss with Liz the issue of dunning letters and who will chase the late payers.

There has been no change in the historic 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, this will include publicity for the referendum. The position with regard to Byfleet is still outstanding.

The subsidies for the Fora are agreed and the amount due to Pyrford is agreed and we are just waiting for the request from PNF to include banking details so we can effect by bank transfer.

Issues.

- 1 We still need to come up with a recommendation after consulting with Anita for an advertising policy for the website.
- 2 Some progress has been made but it still remains essential that CDRs review the coverage of their street reps and identify new reps to cover gaps.
- 3 The Committee agreed to a subgroup of the AMOs and Treasurer to devise a solution which will enable FPI collections without jeopardising the integrity of the banking and database. This will take place when all are available from holidays, when Claire has settled into role and Fui Ling can absorb much of Andy's temporary role.

Keith Creswell 08/09/2017

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Byfleet, West Byfleet & Pyrford Residents Association
to 8th September 2017

	Year to date	
INCOME	£	£
Subscriptions and member donations:		
Friends & Unallocated	828	
Byfleet	1132	
West Byfleet	2259	
Pyrford	4593	
		<u>8811</u>
Advertising		2560
Bank Interest		5
Donations		1
Sundry Income		
Total Income		<u><u>11378</u></u>
 EXPENDITURE		
The Resident		-2652
**Committee Expenses		-10
**Street Rep Drop Ins		-11
Room Hire not Comm.		-118
**AGM		-301
**Pyrford Flower Show		
**Fetes		-80
Display/Equipment		
Donations:		-198
Insurance		-301
Postage, Stationery &		
Printing		-680
Sundries		0
Database/Web Expenses		-384
Mileage/Parking		0
Forums - Pyrford	0	
- Byfleet	0	
- West Byfleet	0	
		<u>0</u>
Total Expenditure		<u><u>-4734</u></u>
Surplus/(Deficit)		<u><u>6643</u></u>
 Opening Cash		
		16926
Surplus/(Deficit)		<u>6643</u>
Closing Cash		<u><u>23569</u></u>
 Analysis of Cash		
	C/A	1222
	Dep	<u>22347</u>
		<u><u>23569</u></u>

MEMBERSHIP REPORT SEPTEMBER 2017 (06 September 2017)

The membership numbers as at 06/09/2017 are: -

Area	Prev	Latest	%
Byfleet	748	748	26.3%
West Byfleet	937	895	31.5%
Pyrford	1,133	1,170	41.2%
Other	27	28	1.0%
Totals	2,845	2,841	

In the months since July total membership has fallen by 4; in total 14 since the AGM in March.
NB. Membership includes a household where no subscription has been paid since 2015.

There are three files to be loaded for Byfleet which are noted but not included in these numbers
Since July, the number of grace memberships (not paid) has fallen by 82 and current memberships (paid) grown by 83. The total memberships at Current & New stands at 1,355, 48% of the current membership and the average amount paid is £5.28. The analysis by village shows:-

Current & New By Village				
Byfleet	197	197	27%	5.49
West Byfleet	366	369	32%	5.49
Pyrford	710	794	53%	6.01
Other	3	(5)		
ALL	1,276	1,355	38%	5.73

This means 52% of the membership (c1,486) have yet to be recorded as collected on the database. 40% of Street Reps are recorded as not having collected any monies. By village the numbers are:-

Street Reps No monies

Byfleet	29	29	57%
West Byfleet	27	26	45%
Pyrford	8	5	12%

64 60

As noted there are 3 files to be loaded for West Byfleet.

The database shows as a % of renewals and new membership the data collected & input is: -

Emails	605	627	46%
Telephone	475	487	36%
Post codes	560	621	46%
Current & New	1,276	1,355	

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1. The activities of Byfleet Neighbourhood Watch and Facebook - Byfleet Represents Are growing in stature and influence. Their ability to communicate/inform is Of singular success. Long may it continue.
2. The amount of crime is increasing, weekly police alerts are mounting in respect Vehicle and property burglaries, theft and damage.
3. We need to encourage everyone to be more vigilant in respect opening doors to Callers at home. Careful use of the telephone/mobiles in not becoming involved with Unknown callers seeking information and thus giving away private useful particulars Of account numbers, contact numbers, names, addresses etc.
4. Two private cars are "permanently" parked in the service road off High Road, close the Lloyds bank. Our Councillors are aware and we request them to urge removal of same?
5. We call upon Woking Borough Council to investigate the deteriorating condition Of Emerald House, The unoccupied office block at the entrance of the village, opposite the War Memorial in High Road. This valuable asset has remained unused for some 3 years and is a "blot" on the landscape. Our Councillors are requested to urge inspection and if necessary consider a formal compulsory Purchase order to rectify matters?
6. When are we to receive the long awaited Flood Alleviation Plan for Woking. We urge our Councillors To seek an answer to this question, which of course does involve adjacent and more distant authorities?
7. We are asked to remind mothers and fathers that a Rhyme time group of under fives meets every Tuesday
In Byfleet Community Partnership Library at 10-30am and also at 11-15am, Every child is welcome accompanied by a parent , relative or carer?

Godfrey H. Chapples
ACTING CDR Byfleet
13/09/2017

Planning comments for meeting JULY 2017

There were some 70 + planning applications since our last meeting

Retrospective PA 32 Royston road 0725

Wisely Airfield 2068 homes additional information

9 Regency Dr one terraced home 0980 infill / set a precedent .

Manor House Byfleet some concern

Ongoing permissions

Broad Oaks PLAN 2016 1003 for 147 homes approved the issue of the PP & Start subject signing of legal agreement I [including delivery of school] CIL £ 3,889,000.

Boyds farm Murrays Lane PLAN 2016 1013 barn & milking barn and mobile home appeal date 16th May

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 3years .

Details agreed by WBC to be WATCHED!!

**Sheer House PLAN 2017/ 0128 additional application, committee meeting expected July
!!!!!!!!!!!!!!!!!!!!!!!!!!!!**

Other matters CIL the Joint committee control the 123 List [next meeting 28th June 6pm] members attended meeting.

**Total £ 60M [£53 M unfunded] includes relevant to 3 villages WB one way system £ 1 to 2 M,
A245 Cycle lane £ 1M, A320 corridor £5 to 10M, Education Borough £16 M.
RA /Forum action**

Proposal at rec [details only known to EM] suggest it should include WB Recreation ground and surrounding land in a concept plan as requested last year by Forum /RA,!! We hear that the C Ex is to announce some plans for this area in July August!!

**Draft Parking consultation response by 22 May
Green belt review waited!**

PS I have circulated to Pyrford & West Byfleet Forum's the planning coordinators procedure which I also attached essentially from the list of planning applications I copy to CDR;s highlighting ,large controversial or retrospective etc .etc

Richard Thomas

REPORT FROM EDITOR FOR COMMITTEE MEETING – 21 JULY 2017

1. Apologies (again) for not attending the meeting. Unfortunately, Friday evenings will always be difficult for me during the summer months, but I do enjoy attending the meetings and will be back!
2. The Resident Issue 156
I have begun to reach out to potential contributors to this next issue, and remind all Committee members that the deadline is **10 August**.

Reports requested:

Chairman's reflections of the year	Godfrey Chapples
Pyrford CDR	Andy Grimshaw
Byfleet CDR	Godfrey Chapples
West Byfleet CDR	Liz Grout
Planning Co-ordinator report	Richard Thomas
Neighbourhood Forum News – West Byfleet	Wade Pollard
Neighbourhood Forum News – Byfleet	John Bond
Neighbourhood Forum News – Pyrford	Geoff Geaves
Forthcoming Events	All Committee

3. **Article: 20mph speed limits – engagement of local residents.**
Keith has submitted an article for inclusion in Issue 156. I will reflect the decision of the Committee in terms of how to engage with local residents at the end of this article.
4. **Article: Marion** has kindly agreed to write an article following on from her work on Footpath 99. One of the objectives will be to highlight to local residents what they can do to make a difference.
5. **Article: WBC Disaster plans for High Rise buildings.** I plan to incorporate the recent Q&A submitted to the WBC by the RA. If we do receive a response from Ray Morgan I will incorporate this too.
6. **West Byfleet LIVE –** The RA was offered a free stall at this event by Pauline Hedges, and this information was passed to Eileen so the stall should all be booked. Given the much-anticipated announcement by Ray Morgan, can I ask that someone from the RA who is attending provides me with feedback. (Unfortunately I cannot attend.)

PYRFORD CDR REPORT SEPTEMBER 2017 MEETING

(06 September 2017)

MARSHALLS PARADE

The unit previously occupied by Lloyds Pharmacy has found a tenant. The owner has made a planning application to change the planning use from A1 to D1 for use as a Veterinary Clinic (PLAN/2017/0448). The application was approved. The new tenant is advertising for staff and today there were people in the unit with drawings.

The development works for an extra retail unit & flats were planned to start in late June 2017 but the works have not started.

Flutterbyes has moved out and the unit is currently vacant.

Co-op Store has a new Manager.

PYRFORD SCHOOL

Parking on Coldharbour Road has continued to be better outside drop off & pick up times since the school car park has re-opened.

Various conditions including landscaping and the travel plan have been recently discharged.

Residents of Peatmore Avenue are concerned about a white container that remains visible in the rear carpark.

PYRFORD FLOWER SHOW

The weather was fine for the Flower Show & Fete which was held on Saturday 8th July 2017.

There will be no clash with Party in the Park in 2018.

STREET REPS VACANCIES

As someone has recently come forward due to non-delivery of the issue 155 magazine in their street, the CDR continues to cover 4 rounds.

BYFLEET CDR REPORT
July 2017

1. Friends of Byfleet Parish Day was a notable success with some 2.300 attendees
Drizzle from 8am -1pm was a nuisance but the afternoon proved dry and most enjoyable with over 150 stalls, activities and events taking place on the Recreation Ground. The Oatlands Park Pipe Band and the Horse and Carriage with a fleet of Vintage vehicles processed from The Church Hall to the Recreation Ground. Cllr Graham Cundy, Mayor for the second time opened the event. A superb Hog Roast, beer from Hogs Back Brewery and an RA Stall attended by Eileen, Lynette, Andy, Ernie, Eleanor Grady, Jean Pierre Froissard and Sarah Davison dealt with a number of potential new members.
2. Brooklands Museum seeks help in receiving comments in respect their Development Plan.
They have an AUTUMN MOTORSPORT DAY on Sunday 8th October and anyone wanting more information is advised to contact the Heritage Manager- Julian Temple:
juliantemple@brooklandsmuseum.com
3. St. Mary's Church congregation welcomes the return of Rector John McCabe following his 3 month sabbatical. During his time away the church members have been well looked after by Charlie Lamont, curate of St. Nicholas Pyrford
4. Byfleet Represent is a recently established website covering Byfleet and is open to new members, subject to approved application, help requests and specific information is published by members and a very helpful team hosting the site.
5. Byfleet Heritage Group is considering reviving the ORAL HISTORY GROUP. Contact Jim Allen or Tessa Westlake in the Heritage Centre, Byfleet CP Library, High Road, off Plough Green.
6. A Chief District Representative is urgently needed for Byfleet. Do come forward and call me to discuss.

Godfrey H. Chapples
CDR Byfleet Acting