

BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION

Minutes of the Committee Meeting held at Cornerstones, West Byfleet at 19:30 on Friday 19 January 2018

Present:

Godfrey Chapples (GC)- Chair
Richard Thomas - Vice Chair
Keith Creswell - Treasurer
Andy Grimshaw - Pyrford CDR

Isabelle David - Editor
Eileen Perryer - Events Secretary
Ernie Elliott - Pyrford Deputy CDR
Geoff Geaves – Pyrford Forum

Wade Pollard - WByfleet Forum
Liz Grout - West Byfleet CDR
Susan Offen - Community
Neil Butcher - Chair, WBBA

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, Pyrford Forum, website analytics

1. Apologies for absence

Apologies had been received from Lynette Davies

2. Minutes of the Meeting on 19 December 2017 and matters arising not covered by the Agenda

The minutes were reviewed and signed by the Chair as a true record

3. Matters arising from the minutes of the last meeting

- RA Drop in on 13 October - Pyrford to be booked by ???
- GC will be taking over the work of the Byfleet Neighbourhood Forum when he recovers from surgery.

All other matters arising covered by this agenda.

4. Planning Report

RT commented as follows:

Broadoaks the school has pulled out of the development, rumours that nursing home possible. ~~Retrospective planning consent is likely to be granted.~~ WP had tried to contact Councillors on this issue without success. ~~The site would not be suitable for affordable housing.~~

Phoenix House An application for 29 flats with 9 parking spaces has been made. RA to object to the lack of parking spaces

Action RT

Lees Farm Officers likely to recommend approval.

Heathrow Expansion There is to be a public consultation. Residents have been sent letters. GG queried whether this will affect the public consultation.

5. Councillors' Report

None were present. John Bond has resigned as Chair of Byfleet Forum. GC hopes to take over the NF work from John. Ernie said that thanks to the support of Graham Chrystie, the tenancy of his house has been fully approved. One important feature is the bats - Ernie hopes to erect a bat box.

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

KC presented the Full Year Statement of Financial Affairs, Notes to the Accounts and Treasurers Draft Report as presented to the Examiner, after a brief discussion including showing the previous full year as well as the prior 9 months for better comparisons, these were approved.

(KC subsequently advised the Committee by email that the Examiner had completed the examination and signed off the Accounts).

Isabelle kindly pointed out a formatting error on the I&E Account that KC subsequently confirmed was not on the signed off Accounts (an Excel to Word issue)

KC also presented the normal Treasurers report. Of particular concern was the under collection of subs particularly in West Byfleet. The forthcoming Resident distribution drop-in will start to attempt to address this.

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

GC raised whether there was a better way to collect membership subscriptions. AG mentioned that Pyrford had tried to obtain payments by Standing Order in Ridgway. The take up had been limited to less than 25% (added approx 10 out of 84). The balance were collected normally (another 40)

KC mentioned he still intended to review payment options once all CDR/AMO's in place.

8. Website – analytics provided by AF had been circulated before the meeting.

GG presented the statistics. A discussion ensued about how to best use the website. It was agreed the RA needs to publish articles regularly. It was agreed to set a small group to look at how this could be done. GG & AG agreed to be part and GG agreed to ask Anita Flavell to also join.

NB suggested raising the profile of the R/A via social media avenues

9. Editorial ID reported the magazine is about to go to the printers - she was glad to say that the advertising spaces have all been taken up. She was congratulated on the quality of our magazine.

10. Footpath officer - No report.

11. Community Rep

Sue Offen had received 2 applications for grants:

- Pyrford and Byfleet Children's Centre. This helps young families in the area with extra support. A donation towards a large community event for families living in Byfleet, Pyrford & West Byfleet over Easter 2018 school holidays was £300 was agreed.
- Byfleet Cricket Club requested £400 for window blinds. This was agreed but we asked that our donation is publicised. Some members felt that a suitable mention should be made by the Cricket Club in their pavilion.

The RA had received thanks for the Christmas tree in West Byfleet.

There was a long discussion about the donations policy. AG agreed to draw up a comparison of the suggested alterations with the existing policy to clarify the changes. The amended policy will need to be agreed at the AGM

Action AG

12. Events Co-ordinator - Eileen Perryer

Drop-in dates to be further discussed but currently agreed as:

- 17 February 2018 at Our Lady Help of Christians, West Byfleet - venue booked by LG
- 19 May in Byfleet - LG to confirm booking of Village Hall
- 13 October in Pyrford - LG to confirm booking of Village Hall or Church of Good Shepherd

13. CDR Reports

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

West Byfleet – LG gave a verbal report.

Pyrford – a report from AG had been circulated before the meeting.

14. Forum Reports

Byfleet – More committee members were needed.

Pyrford - Report circulated before the meeting

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West Byfleet - WD reported that the WBNF Plan was adopted by WBC on 7/12/2017. A new constitution was being drafted and would be put before the RA at the next meeting.

15. AOB

- Control of (Notice)Boards policy to be discussed at next meeting.
- Advertising Policy - this was agreed
- Donations Policy - minuted under item 11
- AGM 19:30 on Wednesday, 14 March 2018 at Our Lady Help of Christians, West Byfleet

Ray Morgan on the invitation of GC had agreed to attend

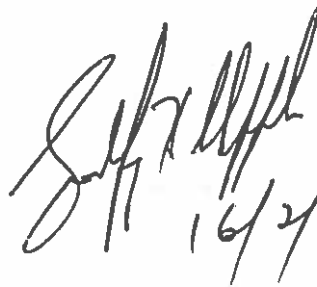
~~A small group will look at the venue to ensure it is suitable. A group/GC offered to look at the question of employer liability and insurance cover for such events together with maximum numbers.~~

~~Action:GG~~

Next meeting - Friday, 16 February 2018 at Cornerstones.

2018 committee dates:

16 March
20 April
18 May
15 June
20 July
21 September
19 October
16 November


16/2/2018.

Byfleet, West Byfleet and Pyrford Residents Association
TREASURER'S REPORT
December 2017

I have attached a Statement of Financial Affairs (SoFA) to 31st December in the presentation style for the AGM. At the time of writing, we have £950 in our current account and £21350 on deposit.

The year to date now shows a surplus of £4375 for the twelve months.

I am happy to report that all 2017 subscriptions have been banked and the members database fully updated (With thanks to Lisa Graae for doing the Byfleet input and final banking). There is only a very minor difference between the database reported cash received and the actual receipts. Given the opportunity this will be investigated but is not a high priority.

The rate of collection has been very satisfactory in Pyrford; eventually turned out reasonably good in Byfleet; but disappointing in West Byfleet. Some further effort to collect dues and identifying new street reps is still required.

We have issued £3415 of advertising invoices this year. We have £95 owing still (so not shown in the accounts) Gascoigne Pees (£70) and Waterfalls (£25) date from 31st May.

Pyrford Neighbourhood Forum has now claimed all of the £2,500 given in historic grants and they have now been paid the first three quarters of their new grant and their fourth quarter is to be paid in February. Byfleet has now claimed and been paid the balance £101.90 from their historic grant as a contribution to their insurance, West Byfleet has £390.35 outstanding as a further expense of £60.00 for Hall hire was paid during the last month.

Issues.

- 1 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 the AMO situation settles down.
- 2 I have not forgotten the issue of charitable status and gift aid. However, I do not think we can make much progress on this until we formally establish the relationship between the RA and the three fora and their related remit, I believe the new Pyrford NF Constitution is an appropriate model. It may also be worth discussing some organisational restructuring to save overhead costs whilst maintaining independence. If the four committees are in agreement this might need the help of a friendly lawyer!

Keith Creswell 14/01/2018

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Committee Meeting, January 2018

DRAFT Byfleet, West Byfleet & Pyrford Residents Association

Statement of Financial Affairs for the 12 month period to 31st December 2017

INCOME

| <u>12 Months to 31/03/16</u> | <u>9 Months to 31/12/16</u> | | <u>12 Months to 31/12/17</u> |
|----------------------------------|-----------------------------|-------------------------|----------------------------------|
| | | Subscriptions: | |
| 1,989 | 914 | Byfleet | 2828 |
| 2,337 | 1161 | West Byfleet | 2544 |
| 4,016 | 1458 | Pyrford | 4817 |
| 31 | 0 | Friends and prepayments | 165 |
| 8,372 | 3,533 | | 10354 |
| 2,645 | 2430 | Advertising | 3520 |
| 7 | 5 | Bank Interest | 10 |
| - | 0 | Donations | 1 3531 |
| £11,024 | £5,968 | Total Income | £13,885 |

EXPENDITURE

| <u>11 Months to 31/03/16</u> | <u>9 Months to 31/12/16</u> | | <u>12 Months to 31/12/17</u> |
|----------------------------------|-----------------------------|--------------------------------|----------------------------------|
| | | Normal Expenses | |
| 5,734 | 2,198 | The Resident | 4247 |
| 324 | 269 | Committee Expenses | 424 |
| 559 | 212 | Street Reps. Drop Ins | 119 |
| 51 | 59 | AGM | 366 |
| 25 | - | Fetes | 80 |
| 12 | - | Display Equipment | 0 |
| 373 | 468 | Insurance | 301 |
| 965 | 140 | Stationery, Printing & Postage | 1095 |
| 60 | 2,424 | Database and Web expenses | 564 |
| 36 | 50 | sundries | 50 |
| 8,138 | 5,820 | | 7246 |

250
500
250
500
250
100
200

Donations:

Byfleet Village Club
 Byfleet Scouts
 Byfleet Parish Horticultural Show
 St Mary's Church Byfleet
 Byfleet Village Hall
 Pyrford & Byfleet SureStart
 Woking Community Furniture Shop

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| | | | |
|----------------|----------------|--|----------------|
| 500 | 300 | West Byfleet Business Association Xmas Decorations | 500 |
| 500 | | Byfleet Village Social Club | |
| | 250 | Pyrford Green Belt Action Group | |
| | 100 | Cancer Research UK (In mem. M Fletcher) | |
| | 228 | Byfleet Amenity Group | 198 |
| | | British Legion Remembrance Day | 20 |
| | 15 | Byfleet Parish Day | |
| | 500 | West Byfleet Live | |
| 3,050 | 1,393 | | 718 |
| <hr/> | | | |
| | | Neighbourhood Forums | |
| 2,310 | 262 | Pyrford | 1,136 |
| 345 | - | West Byfleet | 102 |
| 587 | - | Byfleet | 308 |
| 3,242 | 262 | | 1546 |
| <hr/> | | | |
| £14,430 | £7,475 | Total Expenditure | 9510 |
| <hr/> | | | |
| £3,406 | -£1,507 | Surplus/(Deficit) for year | £4,375 |
| <hr/> | | | |
| 7,009 | 3,596 | Current | 2084 |
| 14,828 | 14,836 | Deposit | 14841 |
| 21,838 | 18,432 | Opening Cash Balances | 16926 |
| <hr/> | | | |
| 3,596 | 2,084 | Current | 950 |
| 14,836 | 14,841 | Deposit | 20351 |
| £18,432 | £16,926 | Closing Cash Balances | £21,301 |
| <hr/> | | | |

DRAFT Byfleet, West Byfleet and Pyrford Residents Association
Notes to the Accounts for the Year ended 31 December 2017

1. Accounting Policies

The Accounts have been prepared under the historical cost convention and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice. These Accounts are prepared on a cash receipt and spent basis. Accounts are prepared in pence but presented in pounds so any apparent differences are due to rounding.

1.1. Cash Flow Statement

The Association has taken advantage of the exemption in Financial Reporting Standards from producing a cash flow statement on the grounds that it is small.

1.2. Assets

Any items that may have a useful life in excess of one year and are of insurable value are recorded separately but do not form part of these Accounts

1.3. Income

Income is recorded as received and arises primarily from member subscriptions. There is also income arising from magazine advertising which helps offset the cost of the magazine

1.4. Expenditure

Normal Expenditure includes the direct costs of running the Association to enable the Association to meet its objectives.

Donations are various amounts approved by the Committee which reflects the Objectives of the Association Neighbourhood Forum donations have been amounts requested by the Forums within the Association's area and approved by the Committee to meet the reasonable costs of the Forums after directly received grants. When each Forum has met its primary purpose of producing an approved Neighbourhood Plan, should each Forum identify a future role and subject to compatability with the Association objectives, then the basic administration costs of those Forums will be/is met by an annual grant subject to a limit related to the number of paid up Association members in the relevant area.

1.5. Value Added Tax

Expenditure in these accounts is shown inclusive of value added tax paid and is not recoverable.

2. Employee Information

The Association does not have any employees. Some ongoing services are purchased primarily in website and database maintenance

4. TRUSTEES REMUNERATION & RELATED PARTY TRANSACTIONS

No members of the Committee received any remuneration in the year. No Committee member or other persons related to the management of the charity had any personal interest in any contract or transaction entered into by the charity during the year. Some relevant directly incurred expenses by Committee members has been reimbursed,

5. Taxation

The Association is exempt from corporation tax on its charitable activities.

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7. Investments

The Charity holds no investments, Funds surplus to running costs are kept on Deposit Accounts with Lloyds Bank.

8. Debtors

The Association has two Debtors amounting to £95 in respect of magazine advertising, this has not been included in the Accounts.

The Association has had prepayments of £135 on 2018 subscriptions.

9. Creditors: amounts falling due within one year

The Association has no creditors although Insurance Premiums have been paid that provide cover until May 2018

DRAFT

Byfleet, West Byfleet and Pyrford Residents Association
TREASURER'S REPORT
For the 12 months to December 2017

I have attached a Statement of Financial Affairs (SoFA) to 31st December and Notes showing the position at the end of the year.

The decision to make the Accounts to 31st December each year, in order to coincide with the membership subscription year of 1st January to 31st December, means that for the previous year the Accounts had been prepared for 9 months. The prior year has therefore also been shown to provide a better comparison.

The Association is not a registered Charity but an Association governed by a Trust document so we have been free to present the Accounts as the Association wishes. The presentation of the Final Accounts for the 12 months to 31 December 2017 has been prepared to reflect current best practice comparable to a small registered Charity and the Committee intends to maintain this position going forward.

The Accounts show a surplus of £4375 for the 12 months. This is partly arising from a lower level of Forum funding than would be expected (see below) and a conservative approach to local grant giving given some uncertainty on ongoing income and commitments. However, with the increase in subscription rate and efficiency of collection, we can afford to go back to supporting local activities more generously this coming year, should the Committee so decide. It should be noted that many members already had been giving top-ups to their subscriptions from £3 to £5, or even more, so there has not been a straight pro-rata increase in subscription income.

The Association is proud to provide some financial support to the three Neighbourhood Forums based on agreed grants. Pyrford and Byfleet Forums have now claimed all of the £2,500 given to each in grants to achieve publishing an approved Neighbourhood Plan. West Byfleet £390.35 unclaimed from their historic grant. As each Forum achieves its primary purpose of publishing an approved Neighbourhood Plan, they will need to decide if they have a continuing role in the planning and infrastructure environment. The Association is supportive of this continuing role and has taken the decision, in principle, of continuing funding of the Forums on the basis of £500 plus £1 for each paid up member of the Association in the designated area. Pyrford Forum have now established this style of operation and the grant showed in the Accounts reflects this new basis of funding. It is anticipated the West Byfleet Forum will move on to a similar basis of operation with effect from 1 January 2018.

Much appreciation is given to our honorary Examiner, Alan Fairlie.

Keith Creswell,
Honorary Treasurer
14-Jan-18
West Byfleet

**Planning comments
for meeting January 2018**

There were many planning applications since our last meeting the lists have been copied to CRD's

Broad Oaks There has not been a planning application to replace the school; [Care / Nursing home likely]

There are 50+ conditions which need to be monitored as works proceed two in particular 3 & 4 The Residential Construction Method Plan & School CTMP suggest we have sight of them at draft stage [to be agreed by WBC before commencement]

CIL £ 3,889,000.

Sheer House PLAN 2017/ 0128 outline application approved not called in by secretary of State , concern re height /bulk .Forum meeting C Dale 9th Jan temporary PO, Library, Chemists. Concern at more loss of shops while detail application is completed & 3 year construction period see attached re .Condition 18 & 19.

CIL valued approx £ 2,500,000

Phoenix House application for 29 retirement flats & 9 parking spaces, existing approval for 14 flats & 12 spaces [conversion] suggest R A to write o object

Lees Farm retrospective application to reclad house with boarding over brickwork, 14 objections planning committee Jan 16th Jullian walker speaking

CIL the Joint committee control the 123 List Total £ 60M [£53 M unfunded] not including Broadoaks or Sheer House

West Byfleet Recreation Ground awaiting planning application arrange public meeting jointly with Forum

Draft Parking consultation responses being considered Decision to working party and full committee this year! December /Jan !

Green Belt review ditto

January 2018

MEMBERSHIP REPORT JANUARY 2018
(13 January 2018)

MEMBERSHIP

The membership numbers from the database as at 13/01/2018 by village compared to November & December year end are below: -

| Area | Nov-17 | 31/12/2017 | Latest | % |
|---------------|---------------|-------------------|---------------|----------|
| Byfleet | 754 | 754 | 760 | 26.5% |
| West Byfleet | 895 | 902 | 902 | 31.4% |
| Pyrford | 1,170 | 1,173 | 1,174 | 40.9% |
| Other | 25 | 32 | 33 | 1.2% |
| Totals | 2,844 | 2,861 | 2,869 | |

In the months since November report, total membership has grown by 25; in total 42 since the AGM in March 2017. This increase reflects the recent loading of Byfleet data by Lisa Graae.

The membership above includes households where no subscription has been paid since 2015.

The numbers not paying by village each year since 2015 were: -

| NIL Collections | 2015 | 2016 | 2017 |
|------------------------|-------------|--------------|--------------|
| Byfleet | 218 | 305 | 239 |
| West Byfleet | 417 | 506 | 523 |
| Pyrford | 239 | 213 | 246 |
| | 874 | 1,024 | 1,008 |

And as a percentage of member households: -

| % No Nil collection of members | 2015 | 2016 | 2017 |
|---------------------------------------|-------------|-------------|-------------|
| Byfleet | 30% | 42% | 33% |
| West Byfleet | 45% | 54% | 56% |
| Pyrford | 22% | 19% | 22% |
| | 31% | 36% | 35% |

The subscriptions amounts collected by village by years 2015 to 2017 were: -

| Subscriptions by year | 2015 | 2016 | 2017 |
|------------------------------|--------------|--------------|--------------|
| Byfleet | 1,843 | 1,551 | 2,788 |
| West Byfleet | 2,138 | 1,793 | 2,298 |
| Pyrford | 3,223 | 3,615 | 4,642 |
| | 7,203 | 6,959 | 9,728 |

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Committee Meeting, January 2018

I happened to be looking at household data and using data from 2011 Census the % household membership by village seems to look like:-

| Area | Households | % Mix | % Village Households |
|--------------|--------------|-------|----------------------|
| Byfleet | 760 | 26% | 24% |
| West Byfleet | 902 | 31% | 45% |
| Pyrford | 1,174 | 41% | 51% |
| Others | 33 | 1% | - |
| | 2,869 | | |

At the November meeting, held in December, the minutes note there was discussion about the concern that I had reported that **436 members 16% of the total** will drop off the distribution lists from 1st January 2018.

This removal in fact turned out to be wrong, as the automatic membership rule that makes membership **expired** is set to happen after 2 full calendar years of non-membership, effectively (non-payment). Digging, it turned out that as part of the data load ALL memberships were set to expire in December 2016, so this will in fact happen at 31st December 2018. This follows the principle in the constitution, but which leaves it to the Street Reps' discretion. **Could the constitution at the AGM be amended to reflect the system parameter?**

At the start of the new membership year, the membership system set all 2017 memberships to Grace. Again, there was a discussion about what the various membership statuses meant and they were generated. An overview is set out in Appendix 1.

Appendix 1 - Membership status rules

Membership status rules allow you to define a journey that contacts take through their membership. These rules are defined in terms of the join, start or end date of the membership. So, let's first have a look at what these dates mean.

Memberships have three primary dates, the join date, start date and end date. The **join date** is the date the contact first signed up for a membership with your organisation. Unless it is altered manually it will never change from that first value. The **start date** is the date the current *continuous period* of membership began. The **end date** is the last day of the current membership.

By default, the journey through membership statuses is as follows:

- **Pending:** someone who has requested membership but has not paid. This status cannot be amended manually meaning that you cannot change the status from pending to new unless you update the associated contribution record. For example, if you have the pay later option enabled for membership and Joe Smith signs up for your membership and chooses the pay later option, the status of his membership will not be changed to new until you change the contribution status of his related payment to Completed.
- **New:** member has just signed up for a membership or a pending payment has arrived. By default, this lasts until 3 months after the membership start date.
- **Current:** new members move to this status after the new period has finished. As might be expected, the current status lasts until the membership end date.
- **Grace:** when the end of the membership period is reached, someone who has not renewed membership enters this status for a period of time. They are still counted as a member.
- **Expired:** when the grace period expires, the member moves to this status and is no longer counted as a member.
- **Deceased:** this status keeps a deceased contact's record in the system but removes the contact from all further communications. This status is set automatically based on a contact's deceased flag).
- **Noteable:** someone who receives the magazine for free including advertisers
- **Cancelled:** member who has a status pending or inactive

BYFLEET CDR REPORT
January 2017

Break Ins and Burglaries are growing in number
Facebook Byfleet Represents and Neighbourhood Watch is keeping us apprised of these happenings.

Fraud and Scams are becoming more aggressive.

We should/must take the greatest care in protecting our Property and possessions.

Some suggestions are set out below:

1. Never share a pass code
2. Never download software or let anyone log on to your computer or other devices remotely following or during a cold call.
3. Never enter your online banking details after clicking on a link in an Email or text message.
4. Never transfer or withdraw money out of your account if you are instructed to do so for security reasons, or by any cold caller.
5. Never send money to new or amended account details without first verifying the request directly with the person or company making the change.

NOTE: When your own Bank/Building Society/Post Office write/email you do ensure

- A. They address it to you personally.
- B. They include the last four digits of your account or card number
And the last three characters of your postcode.
- C. They never ask for your personal information, such as passwords or security details.

Whenever/If ever you are asked to divulge or implement any of the items 1-5 above.
REFUSE and contact your Bank, Building Society, Post Office immediately.

Lock your doors and windows whenever you leave your property.

Keep a light burning to indicate you are present when you go away.

Byfleet Community News is preparing edition number 14. News items are welcome for consideration.

Byfleet Cricket Club are very busy preparing for the new season 2018 and have submitted an application for donation to RA to assist funding for their clubhouse improvements.

Byfleet Bowls Club welcome new members as playing or social subscribers

Godfrey H. Chapples
Acting CDR Byfleet
17/1/18

PYRFORD CDR REPORT JANUARY 2018 MEETING
(13 January 2018)

MARSHALLS PARADE

The garage block behind the parade was demolished in late December. This has already reduced the space available for car parking to the rear of the shops. The developer has agreed to try to minimise the construction footprint required to build the four 2-bedroom flats over a single retail unit which is expected to start in the first quarter of 2018, but unfortunately it seems inevitable that car parking will become difficult at certain times.

The RA noticeboard has been moved to the small green beside the Pyrford Village sign. WBC has received one complaint about the new location.

The telephone kiosk has also been removed and the post box will be moved.

Work has started to fit out the vacant unit as a Veterinary Clinic. This is expected to be open soon.

Flutterbyes unit remains vacant

DULUX TRADE LONDON REVOLUTION CYCLE EVENT SATURDAY 21ST MAY 2018

Just for information, the above event involving c300 cyclist, is planned to pass through Pyrford Village on Saturday May 21st during the afternoon. The cyclists will come along Coldharbour Road, Old Woking Road and onto Sheerwater Road having come from Send Marsh along Polesden Lane & Newark Lane.

CDR RECENT WORK

Apart from keeping a watch on the Marshall Parade development, because of Street Rep contact, I have had discussions with Pyrford School about the relocation of an unsightly shipping container and with Surrey County Council about the removal of vegetation outside Lees Farm Barn units which was reducing the footpath width by over 50%.

STREET REPS VACANCIES

There are Street Rep vacancies for the following streets:-

- Lovelace Drive
- Dane Court
- Norfolk Farm Road area

RA Committee Meeting – 19th January 2018

Pyrford Neighbourhood Forum Report

The Management committee for 2018 has been elected and is largely unchanged from 2017 – Chairman Geoff Geaves, Treasurer Joy Sachak, Secretary currently vacant.

The constitution has been amended following comments about membership and voting which seemed very valid. A final version will be circulated for discussion shortly.

The work programme for the next 12 months has been agreed and will include

- Monitoring planning processes
- Tracking and exploiting any CIL entitlement that arises
- Detailing potential community wants and needs
- Investigating traffic congestion and safety in and around the village
- Extending the conservation area & erecting a Heritage Display
- Pyrford Portraits – a video project.
- Review of Forum governance and policies

Geoff Geaves – Chairman - Pyrford Neighbourhood Forum

19th January 2018

