

# BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION

## Minutes of the Committee Meeting held at Cornerstone Centre, West Byfleet at 19:30 on Friday 21 ~~August~~ 2018

*September*

### Present:

Gary Elson (GE) - Vice Chair	Eileen Perryer (EP) - Events	Geoff Geaves (GG) - Pyrford Forum
Lynette Davies - Secretary	Ernie Elliott (EE) - Pyrford Dep CDR	Lynn Cozens (LC) - Byfleet NF
Keith Creswell (KC) - Treasurer	Eleanor Grady (EG) - Byfleet CDR	
Isabelle David - Editor		
	Graham Chrystie (GChr) - WBC Cllr	Dharma Sivarajasingham (DS) - WBNF
	Mary Bridgeman (MB) - WBC Cllr	

The quorum is 8 members - the meeting was quorate.

Reports circulated and to be appended to minutes: Treasurer, Planning, Membership, Byfleet CDR, Pyrford CDR and Footpath officer.

### 1. Welcome & Apologies for absence

In the absence of Stewart, Gary chaired the meeting, welcoming everyone to the meeting.

Apologies had been received from Stewart Dick, Andy Grimshaw, Jean Pierre Frossard, Wade Pollard, Penny Hoskyn, Liz Grout, Susan Offen, John Bond and Richard Wilson.

Marion Malcher did not attend.

### 2. Minutes of the Meeting on 20 July 2018

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

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

All other actions had been discharged or were dealt with by this agenda.

### 4. Planning Report

AG was not able to attend the meeting but had circulated his report before the meeting. Whilst the committee appreciated the level of detail provided AG would be asked to present an exception report for discussion at meetings.

**Sheer House** No progress to report.

**Broadoaks** GChr reported that work would start in mid-October 2018 - hoardings were already being erected. The start date was very important as this was when the first tranche of CIL money ca. £440k would become available. WBC had no process in place to deal with CIL but GChr would be doing everything possible to make sure that it was spent in the community. He emphasised how important it was for WBNF to have a plan and DS confirmed that this was being worked up.

**West Byfleet** **Marston's pub proposal** - WBC still maintained that there would be building on WB Rec and would not be prejudiced by the decision on the playground refurbishment. Responses were still outstanding to the legal challenge on the ownership of the land and the referral to the Charities Commission about WBC's position as trustee. The situation would be monitored closely.

**West Byfleet** **Playground refurbishment** - WBC had agreed to abide by the results of the consultation and refurbish the playground in its existing position. GChr and the RA recognised the hard work of Rebecca Bradshaw and Emma Slaymaker in bringing about this result; involving the community, getting a petition together, addressing the council and reversing the decision of the leader of the council. They were to be congratulated.

£65k was available for the refurbishment but with some of this funding only available into February, it was imperative that refurbishment work started as soon as possible. WBC had already indicated that there were processes to be followed which would make it difficult to meet the deadlines. General feeling was that this was not necessarily the case and GChr would be

putting pressure on WBC to move quickly. Emma and Rebecca had already selected suitable suppliers and would be consulting with the community about the best options. They were ready with inputs for the tendering process.

DS noted that he and Wade Pollard had attended a meeting with the councillor responsible to look at the timelines and there was concern that the council would be dragging their feet.

**Woodlands, Sheerwater Road** - application still under consideration but objections had been made. The developer was difficult to deal with but GCHR asserted that WBC were taking a tough approach.

**Pyrford - Lady Place farm** - application for a day care facility for 50 dogs. Objections had already been lodged.

**Byfleet - Manor School** - development plans still awaited. Demolition had taken place and trees remained. GChr suggested that TPOs were preferable to an area protection order and he would talk to the person responsible at SCC. Anyone rumours/news about the site should be forwarded to EG, MB, LC or GChr. LC/EG to email GChr requesting his support with the trees.

**Byfleet - Murrays Lane** - MB explained the situation and the history behind the traveller sites. The current application was for the site to the north of the lane where there was currently a barn housing goats. Permission to occupy the site on the south side had been only for 3 years and would expire in April. There had been considerable objections to the original applications for this site with a petition of 2,500 signatures and a very lively public meeting had been held in Byfleet.

MB informed the meeting that consideration was being given to holding a public meeting about this planning application and asked for support from the RA. This meeting would need to take place soon as the deadline for comments was 3 October with deliberation at the end. The focus of the meeting would be opposition to the change of use of land and building on the greenbelt. RA agreed to provide funds for hall hire if necessary.

RA also agreed that EG could email street reps urging them to respond to the application. MB would be putting up posters notifying the community of the application and indicating how responses can be made.

**Byfleet - recreation ground** - MB informed the meeting that WBC had removed the smaller playground without Andy consultation. Notification had appeared at the site a couple of days beforehand. This was unacceptable and Byfleet councillors needed to address this with WBC. John Bond was already in contact with Colin Kemp about the tennis courts. It was noted that Ray Morgan had stated that no money was available for recreation grounds anywhere in the borough (which brings into question how the £320k for WB playground was to be funded) and that a review was planned.

**West Byfleet gas fuelled power plant** - The RA was pleased to note that, following overwhelming local opposition, the planning application had been withdrawn and BUC had signalled that they were no longer willing to dispose of the land for this purpose. The pressure group which had come together was congratulated on their successful campaign.

**Parking Review** a number of changes were being put forward for various locations in the three villages none of which were seen as contentious.

KC brought up the issue of the A245 cycle route which was on the WBC 123 List as there had been some suggestion that this work could be done using WB CIL money. This was not considered to be good or appropriate use of the funds. The work was listed on the 123 list but now that most of the route would be covered by Octagon the cost to the council would be considerably reduced. KC was concerned that the part not covered was not forgotten.

## **5. Councillors' Report**

**Cllr Chrystie** - main concerns had been covered by the discussions above.

**Cllr Bridgeman** - main concerns covered above.

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

£250 had been received from Lloyds Bank as compensation for the time it had taken to sort out new banking arrangements.

There had been a suggestion that a donation of £100 should be given to BUC in recognition of their decision no longer offer the land for the proposed power plant development. However, it was uncertain whether they could accept donations and after discussion it was decided that this would not be appropriate.

Charges for storage at Byfleet Village Hall had been agreed.

ID has retrieved old RA paperwork from Barbara Povis and plans to put it in the storage area. She will liaise with AG who has the key and arrange a working party - KC /ID/AG.

*Action: ID/KC/AG*

Consideration is being given to changing the postal address RA from BVH. Letters to the RA are very rare ca. 3 in 6 months but there is no process in place to alert the RA to collect them. KC/LDD to look at alternative venues ie Pyrford Village Hall.

*Action KC/LDD*

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

The ongoing concern over the level of subscriptions collected and the loss of members from the database was noted. The level of detail in the report was appreciated but AG would be asked to provide an exception report.

*Action GE/AG*

The need to recruit more street reps, particularly in WB, was acknowledged.

KC noted that street reps would be notified of the new bank arrangements at the drop in. Expenditure on printing this information was approved.

**8. Website** – Analytics reports had been circulated.

Members only area of the website was not discussed but would be an ongoing agenda item.

**9. Editorial**

ID had circulated the draft of Issue 159 for comment and thanked everyone for their input.

She was reluctant to increase the number of adverts and noted that she had done some calculations which indicated that the cost of printing the newsletter would never be covered from the income from adverts.

GG wondered whether it would be worth exploring paid for adverts on the website. The possibilities should be investigated. This would be part of the discussion around a members only area.

GG suggested that an insert should be placed in the magazine covering the consultation on the Green Belt. This was agreed and GG will prepare the necessary text.

*Action GG*

**10. Footpath officer** - comprehensive report circulated before the meeting.

It was further noted that the Muddy Lane enquiry would be held on 6/7 February 2019. KC and MM would attend.

**11. Community Rep** - There had been two requests for donations:

GE brought up the possibility of providing funding for the Christmas decorations in WB. This had been done in the past. This was an issue for the WBBA but it was agreed that a donation to each of the villages would be made available on a matched funding basis ie £250 from the RA for £750 spent by the village. Jane Armitage, WBBA, would be approaching WBC for support.

**12. Events Co-ordinator** - arrangements for drop in were discussed.

**13. CDR Reports**

**Byfleet** - a report from EG and JPF had been circulated before the meeting.

Main concerns - Manor School, Murray's Lane - already discussed

**West Byfleet** – no report

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

**14. Forum Reports**

**Byfleet** – nothing further to report

**Pyrford** - a report had been circulated before the meeting and GG commented briefly.

GG noted that an amended constitution would be put to the PNF for agreement.

**West Byfleet** - DS noted that there was an amendment to the constitution to be agreed at the forthcoming AGM

**15. AOB Drop-in dates:**

Saturday, 13 October in Pyrford at 14:00 - Church of Good Shepherd booked by AG

Saturday, 2 February 2019 in West Byfleet at 14:00 - Our Lady Help of Christians - booked by LDD

Saturday, 1 June in Byfleet at 14:00 - Village Hall ?? booking still to be made

Saturday, 11 October in Pyrford at 14:00 - booking to be made

**17. Next meeting - Friday, 19 October 2018 - minute taker needed!**

- November meeting - to be held at Stoop Court.
- Stoop Court had indicated that it would not want the regular Friday booking but was willing to host ad hoc meetings. RA to continue to meet at Cornerstones.
- AGM dates in March 2019 to be proposed. Wednesday or Thursday? 13/14 or 20/21?  
speaker to be considered - Emma and Rebecca to talk about the progress with the playground?  
Rotation of the venue indicated that it should be Pyrford - Village Hall or Church of the Good Shepherd?

**Meeting closed at 21:45**

**2018 committee dates:**

16 November at Stoop Court

**2019 committee dates:**

18 January

15 February

15 March

19 April - Good Friday! Move meeting

17 May

21 June

19 July

*Stewart G C Peck*  
*16<sup>th</sup> November 2018*

## PLANNING REPORT – SEPTEMBER 2018 MEETING - 21/09/2018

### A) POLICY & PROCEDURES

### B) PLANNING COMMITTEE UPDATES

#### a) Dates – next 25/09/2018

#### b) Appeals/Enforcements

- a. Robinia, 2 White Pillars, Holly Bank Rd, West Byfleet – Tree - lodged 02/18
- b. Invermark, Oakcroft Road, West Byfleet – Infill - Appeal Refused – New application
- c. Iris House, Pyrford Road – Dismissed
- d. 30 Parvis Road West Byfleet - Appeal lodged

#### c) Relevant matters from Planning Committee – None 04/09

### C) PLANNING APPLICATION VOLUMES

### D) PLANNING APPLICATIONS

#### 0) Across Villages

- a. SCC Parking Review

#### 1) Byfleet

- a. Manor School – Demolition - Granted permission
- b. 17A Brewery Lane - Apartments– Withdrawn
- c. 17 Brewery Lane – Apartments – REFUSED at Planning Committee 24/07/18
- d. Manor House, Mill Lane - Glass House & pond – Granted permission
- e. Manor House, Mill Lane – Glass House & pond - Granted permission
- f. Manor House Mill Lane – Car Museum – Refused 19 July 2018
- g. 1 Magdalen Crescent - New dwelling - Refused
- h. Brooklands, York Road – MHO – APPROVED 13/07/18
- i. Land rear of 27 Winern Glebe - New dwelling - Pending consideration
- j. 7 Ulwin – 2 storey extension - Pending consideration – GPD approved

#### 2) West Byfleet

- a. Sheer House – Demolition & rebuild - Awaiting Full Planning Application
- b. Broadoaks – Demolition & rebuild – Approved at Planning Committee 24/07/18. Not called in SoS
- c. Tudor House, 89 Station Road – Withdrawn – new application
- d. Marchmont, Hollybank Road – Demolition & rebuild - Pending consideration
- e. 9 Old Woking Road – Demolition & rebuild - REFUSED
- f. Woodlands, Sheerwater Road – Apartments - Pending consideration (83 comments)
- g. Camphill Industrial Estate – Gas Power Generation – Withdrawn (1188 comments)
- h. Land to rear of Invermark House – Pending consideration

#### 3) Pyrford

- a. Lees Farm – Cladding – REFUSED – Enforcement to follow
- b. 18 Norfolk Farm Close - Demolition & rebuild – APPROVED with £13.3k CIL – Minor change agreed
- c. Pyrford Church Of England Primary School Coldharbour Road – Music Room – Pending consideration
- d. Marshall Parade Coldharbour Road - New application – Pending consideration
- e. Byron Lodge Ridgway Road – Minor condition change - Agreed
- f. Lady Place Farm Church Hill - Dog Day Care – Pending consideration
- g. Milestones Pyrford Road - condition release – pending consideration

### E) OUTSIDE VILLAGES

1. Sheerwater Regeneration - Pending consideration
2. Heathrow Expansion Consultation – Closed
3. Heathrow Airport Noise Consultation – Closed
4. Highways England A3/M25 Junction 10 Consultation - 2000 comments DCO early 2019 20/21 start
5. A320 Corridor Study - issued

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6. Fair Oaks Airport - Application received 16/07/18 by Surrey Heath Council

**F) TO WATCH**

1. Former Byfleet Fire Station
2. Marstons Pub/Restaurant
3. 135 Old Woking Road
4. Lorry Park West Byfleet Golf Club
5. Surrey Waste Management
6. A245 corridor Study

**G) APPROVED PLANNING APPLICATIONS CDR TO WATCH**

1. Land Adj Social Club, Station Approach, West Byfleet.
2. Marshall Parade, Coldharbour Road, Pyrford.
3. Haslemere, Oakcroft Road, West Byfleet.
4. Roxburgh House Lavender Park Road

**H) OTHER PLANNING MATTERS**

1. Parking Standards
2. Green Belt/SADPD – no changes since 11/04/18 announcement

Byfleet, West Byfleet and Pyrford Residents Association  
**TREASURER'S REPORT**  
September 2018

I have attached a Statement of Financial Affairs (SoFA) to 14<sup>th</sup> September. At the time of writing, we have £1999 in our current account and £21359 on deposit.

The year to date now shows a surplus of £2057 for the eight and a half months.

We have received Subscriptions of £8733 this year, which has been allocated to the members database. There will be a small difference with the amount shown in the membership records due to: Amounts paid in 2017 for 2018 membership; amounts paid in 2018 for 2017 membership. We should note that the rate of collections is still disappointing. Last year we managed to collect £10354 so we still have a considerable £1800 just to match last year. (this includes £180 to repay with regard to a Ridgeway error)

We have issued £1580 of advertising invoices this year, (£3130 last year). So we also need to up the rate of advertising significantly. There are no outstanding debts.

The one off Fullworks data cleaning cost of £832 related to the new Data Protection regulations has now been paid following the Membership Sec. completing testing and validation.

Pyrford Neighbourhood Forum and West Byfleet Neighbourhood Forum second quarter grants (2018/19) have been paid in mid-August as per schedule.

A new expense category of Community Support has been introduced. This reflects grants and other support that have been given to different action groups in the community that the Committee has agreed are worth supporting both by our efforts and financially. The amount spent in this period was £35 in support of the Brooklands Footpath crossing and £50 in support of the Camphill Industrial Estate Power Station Action Group. We are also supporting the West Byfleet Save the Rec action group but they have required no grants from us yet.

There are also a Sundries/Losses amounts of £55 and £45. These relate to subs collected in Byfleet that have just gone missing and Subs from West Byfleet that were stolen from Godfrey's car. In both instances the Treasurer decided that subs should be recorded and the lost money taken as an expense. This approach was agreed at the last Committee meeting.

With regard to the notification that Byfleet Village Hall believe they should charge us for the storage space and post address I have had constructive discussions with the BVH Treasurer and she is arranging to issue new invoices along the lines agreed. I.e. a £50 charge per annum for a post address and approx. 5 cubic metres of storage space and formally recognising the storage space of approx. 2m\*1m up to the ceiling behind the door including the cabinet as our agreed storage facility. The use of this space and postal address should be reviewed by both parties at least annually and I would ask the Hon Sec to diarise this for May each year. No payments have been included in the accounts yet (will be £200) We also have the magazine costs to cover c£1800 so we can only expect a small surplus this year.

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. We have now managed to open three sub-accounts - Byfleet Collections Account etc. which will allow members (and street reps) to pay directly into the relevant account. No payments are allowed from these accounts and the Treasurer will transfer monies to the main account on notification by the AMO with supporting database entries. The AMO will be provided with copy bank statements (or access to the online banking system if an authorised signatory) for database maintenance. Documentation has been prepared for street reps and members in preparation.
- 2 I have made some progress on dual authorisation of online payments and hope to formally introduce it by Christmas.
- 3 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. 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!
- 4 We have put aside some funds for a potential challenge to the legal validity of WBC attempting to dispose of part of the Recreation Ground and acting ultra vires. However, WBNF have volunteer lawyers assessing the situation so we may not need to spend this. (see above)

Keith Creswell 14/09/2018



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**Byfleet, West Byfleet & Pyrford Residents Association**

to 14 September 2018

INCOME	Year to date	
	£	£
<b>Subscriptions and member donations:</b>		
Byfleet	2394	
West Byfleet	2498	
Pyrford	3987	
Friends & Re/Un-allocated	-145	
		<u>8733</u>
Advertising		1535
Bank Interest		8
Donations		10
Sundry Income		
<b>Total Income</b>		<u><u>10286</u></u>

**EXPENDITURE**

The Resident		3070
**Committee Expenses		155
**Street Rep Drop Ins		206
Room Hire not Comm.		0
**AGM		170
**Fetes		146
Display/Equipment		0
Donations:		929
Community Support		85
Insurance		310
Postage, Stationery & Printing		23
Sundries/Losses		100
Database/Web Expenses		1216
Mileage/Parking		0
Forums - Pyrford	1116	
- Byfleet	0	
- West Byfleet	701	
		<u>1817</u>
<b>Total Expenditure</b>		<u><u>8228</u></u>
Surplus/(Deficit)		<u><u>£2,057</u></u>

Opening Cash		21301
Surplus/(Deficit)		<u>2057</u>
Closing Cash		<u><u>£23,358</u></u>
Analysis of Cash	C/A	1999
	Dep	<u>21359</u>
		<u><u>£23,358</u></u>

Donations		£
	re Xmas	
Pyrford and Byfleet Childrens Centre	lights	300
Byfleet Cricket Club		400
Byfleet Cricket Club		200
Fullbrook Path Clearers	re	29

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refreshments

**Community Support**

Brookland crossing

35

Power Station Action Group

50

## MEMBERSHIP REPORT SEPTEMBER 2018 (21 September 2018)

(As at 7 September 2018)

### MEMBERSHIP

The membership numbers from the database as at 02/09/2018 by village, compared to December 2017 year end and January to early September 2018 are below: -

Area	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Latest	%
Byfleet	754	760	760	760	762	762	751	745	753	26.5%
West Byfleet	902	902	902	902	910	916	869	854	884	31.1%
Pyrford	1,173	1,174	1,174	1,174	1,190	1,190	1,191	1,190	1,193	42.0%
Other	32	33	33	33	33	33	30	11	11	0.4%
<b>Totals</b>	<b>2,861</b>	<b>2,869</b>	<b>2,869</b>	<b>2,869</b>	<b>2,895</b>	<b>2,901</b>	<b>2,841</b>	<b>2,800</b>	<b>2,841</b>	

Total membership has increased by 41.

The membership above includes 541 households where no subscription has been paid since 2015, by village below: -

**As at 02/09/2018**

	Subs Rcd £ 2016, 17 & 18	Members	zero subs 2016, 17 & 18	%
Byfleet	6,425.50	723	158	22%
West Byfleet	6,686.30	950	300	32%
Pyrford	12,638.00	1,122	83	7%
	<b>25,749.80</b>	<b>2,795</b>	<b>541</b>	<b>19%</b>

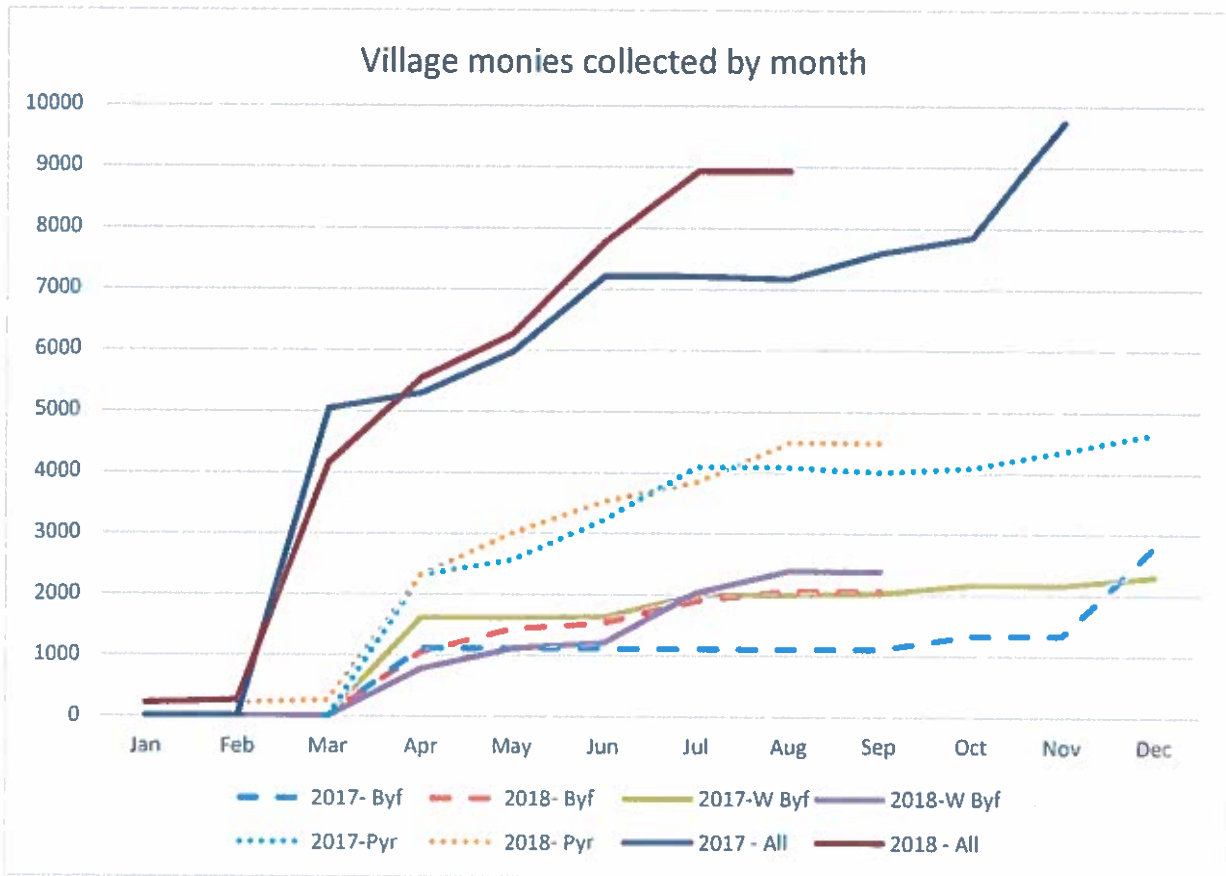
The new constitution adopted at the AGM will mean membership **AUTOMATICALLY** ceases after TWO years of non-payment. CDR's are asked to encourage collection of all subs during 2018. In the period since the July report £1,164 of subscriptions have been recorded; £170 from Byfleet, £350 from West Byfleet & £645 from Pyrford. So far for 2018, subs of £8,933 have been recorded as collected. (125% of the amount collected for the same year to date in 2017, 92% of last year memberships and 52% of the total membership, including those not paid for the last two years). The total amount collected in the period to September 2018 is £1722 (25%) above the period to September 2017. All villages are better than this time last year: -

Amounts from Collection Report	YTD 2018	FULL 2017	Diff.	Diff %
Byfleet	2,066	1,117	949	85%
West Byfleet	2,383	2,028	355	18%
Pyrford	4,485	4,016	469	12%
	<b>8,933</b>	<b>7,161</b>	<b>1,772</b>	<b>25%</b>

So far during 2018, the monies recorded represent 92% of that recorded in the full year 2017 and 124% of the amount for the same period in 2017.

The trend is compared in the graph to the prior year.

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The subscriptions amounts recorded as collected by village by years 2015 to 2018 are: -

Subscriptions by year	2015	2016	2017	2018	% 18 of 17
<b>Byfleet</b>	£1,843	£1,551	£2,788	£1,896	68%
	500	413	482	330	68%
	3.69	3.76	5.78	5.74	99%
<b>West Byfleet</b>	£2,138	£1,793	£2,298	£2,033	88%
	517	428	410	350	85%
	4.13	4.19	5.60	5.81	104%
<b>Pyrford</b>	£3,223	£3,615	£4,642	£3,840	83%
	871	897	865	623	72%
	3.70	4.03	5.37	6.16	115%
<b>ALL</b>	£7,203	£6,959	£9,728	£7,768	80%
	1,888	1,738	1,757	1,303	74%
	3.82	4.00	5.54	5.96	108%

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The numbers of memberships renewed overall in 2018 is 155 more memberships than at the same time in 2017. So far, in 2018, 82% of 2017 memberships have been renewed. The % total of all memberships is 52%. The detail by village is below:

No Memberships Collected	YTD 2018	YTD 2017	Diff.
Byfleet	351	195	156
West Byfleet	406	362	44
Pyrford	717	762	(45)
	<b>1,474</b>	<b>1,319</b>	<b>155</b>

There are 368 memberships collected, by default, by the CDR's, a reduction in the month of 13 mainly in West Byfleet, as follows: -

CDR covered rounds - No. memberships	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Latest
Byfleet	84	61	29	25	25	51	52	52
West Byfleet	135	98	219	230	314	304	298	284
Pyrford	102	102	63	66	62	62	31	32
	<b>321</b>	<b>261</b>	<b>311</b>	<b>321</b>	<b>401</b>	<b>417</b>	<b>381</b>	<b>368</b>

The numbers not paid by village each year since 2015 is shown below: -

NIL Collections	2015	2016	2017	latest
Byfleet	218	305	239	372
West Byfleet	417	506	523	544
Pyrford	239	213	246	405
	<b>874</b>	<b>1,024</b>	<b>1,008</b>	<b>1,321</b>

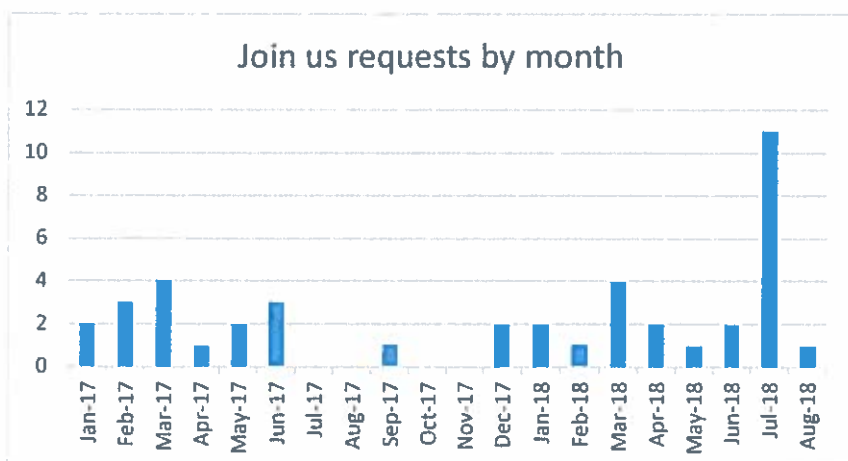
Based on the 2011 Census the % household membership by village are: -

Area	Households	Individuals (appx)	% Split	% Village Households
Byfleet	753	1,832	27%	24.0%
West Byfleet	884	2,144	31%	39.5%
Pyrford	1,193	3,018	42%	59.9%
Others	11	27	0%	
	<b>2,841</b>	<b>7,021</b>		

There has been 11 (last time 6) request to join in August/September through the website which were passed onto the relevant village CDR to follow up. An analysis shows that unfortunately the great majority of such request are not yet completed into membership.

There are 42 requests (15 in the last three months) but only four subscriptions have been collected.

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The voluntary data completeness achieved so far is: -

	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Latest	%
Emails	689	694	694	695	732	816	846	867	935	33%
Telephone	513	524	524	524	570	697	730	753	814	28%
Post codes	722	743	742	742	805	1,033	1,085	1,100	1,165	41%
<b>Current &amp; New</b>	<b>1,491</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>48</b>	<b>940</b>	<b>1,058</b>	<b>1,318</b>	<b>1,510</b>	

Email numbers remain quite low at 33% of members.

## MEMBERSHIP DATABASE EMAIL COMMUNICATIONS

The emails recorded in the Membership database have been used to send out 19 email communications to over 16,444 email addresses records.

Following the requests to unsubscribe, the relevant 29 emails have been deleted in the membership database. Interestingly, a few are Street Reps and Advertisers so I have put \*\* in the email record, so it is available but not useable in the global email lists generations.

The results are shown per email in the attached spreadsheet.

The current tool for global emails is Mail Chimp. There is a product in CiviCRM which could be used instead of Mail Chimp, but this needs to be investigated and tested.

**BWBPRA Committee Meeting 22.09.2018**  
**Byfleet Report 11.09.2018 v1.0**

**RA CDR Byfleet- Eleanor Grady**  
**RA Deputy CDR Byfleet – Jean-Pierre Frossard**

**RA Membership/Role Change news**

The AMO role remains formally open although Mr Sven Krenz has approached Andy Grimshaw offering to be involved in the RA. If Mr Krenz is happy to pick up this role, he will be trained by Andy and take a handover from Lisa Graae. Lisa is kindly continuing to fulfil the role in the meantime.

**RA Subscriptions/ Street Reps/Drop-in**

**Subscriptions:**

Subscription balances have only trickled in over the last two months. CDR Byfleet has started chasing Street Reps individually on email and on the phone. Lisa Grae provided an updated excel showing the latest status in August.

Of the Streets to which we deliver in Byfleet at least some of the subscriptions have been received from 61 streets. We have not yet had subscriptions from 23 streets.

**Street Reps:**

Two residents offered to become new Street Reps at Byfleet Parish Day in July. Roads have been allocated, a role description shared with them and their involvement will start at the October Drop-In. We will continue to try to recruit more SRs as some existing ones want to step down.

Of the 99 streets in Byfleet on the Electoral Register, we do not deliver to approximately 22.

**Events since last report:**

Byfleet Parish Day 21.07.2018 was a very successful community event attended by around 3000 visitors and participants. The RA stall was made very welcome by the BPD Committee. Eleanor and Jean-Pierre would like to thank committee members (Andy, Lynette, Eileen, Ernie) who spent nearly all day supporting the Byfleet CDR team. Thanks too to Stewart and his wife for coming along. The stall saw good visitor numbers. A number of residents joined the RA and we handed out back copies to passers-by who were not already in the RA. Interest was generated in the Woking Swift Project and Street Trees material we had on display. A representative from the group against the Gas-fired Power Station based herself with us and this generated significant interest. Byfleet Churches involvement in Heritage Weekend 8<sup>th</sup>/9<sup>th</sup> September 2018. Open Churches and guided tour of historical monuments in St Mary's Church Yard and Copse.

**Village Matters -verbal updates at meeting**

*Muddy Lane Consultation*

*Manor Farm School Demolition and trees*

*Demolition of smaller playground in Byfleet Recreation Ground (started 11.09.2018) and apparent risk to Tennis Courts.*

*Parking outside shops near Plough Green on double yellow lines*

**Upcoming events/ Society News**

13<sup>th</sup> October 2018 RA Drop-In Pyrford

3<sup>rd</sup> November WW1 Centenary Event- Big Band Concert

4<sup>th</sup> November Annual memorial service for parishioners at St Mary's

11<sup>th</sup> November Annual Service of Memorial at War Memorial

15<sup>th</sup> November Children's carols at the Village Hall proceeding to switching on of Byfleet Christmas Lights on Plough Green

EMG/JPF 11.09.2018

## PYRFORD CDR REPORT SEPTEMBER 2018 MEETING (21 September 2018)

### SCC 2018 PARKING REVIEW

In Pyrford there are two proposals.

#### 1) Coldharbour Road junction with Lovelace Drive (20035)

Introduce Double Yellow Lines (DYL) on the junction to improve road safety and sightlines. Safety on the junction can be compromised when events are taking place at either Pyrford Village Wall Memorial Hall and/ or Pyrford Centre. Additional parking spills out onto the road around the junction area. DYL are proposed to be longer northwards of the junction on the eastern side of Coldharbour Road to maintain access to/ from the bus stop from displaced junction parking.

#### 2) Coldharbour Road junction with Engliff Lane (20122)

Introduce Double Yellow Lines (DYL) on the junction to improve road safety and sightlines. Safety on the junction can be compromised when events are taking place at either Pyrford Village Wall Memorial Hall and/ or Pyrford Centre. Additional parking spills out onto the road around the junction area. DYL are proposed to be longer northwards of the junction on the eastern side of Coldharbour Road to maintain access to/ from the bus stop from displaced junction parking.

### MARSHALLS PARADE

The Veterinary Clinic Voo Pets has now opened and the vacant unit (ex Flutterbyes) and the new retail & residential units are being marketed.

Since the garage block behind the parade was demolished in late December, new fencing has been erected. Construction work has started, foundation trenches have been dug and then operations seem to have stopped.

The work restarted Monday 9<sup>th</sup> July 2018 to create the parking area.

A new planning application was received on 23<sup>rd</sup> July which proposes changes to the internal arrangements but not to the external mass. On the ground floor, the single retail unit is split into two; no changes on the first floor but the second floor proposes 4 one bed apartments rather than 2 two-bedroom apartments. The other proposed changes are in the external appearance for example changing the PVC windows from white to grey and the walls from "red brick/ white render" to "all brick & stone – Heather faced Multi".

A second planning application was received on 31<sup>st</sup> August which proposes changes to the internal arrangements but not to the external mass. On the ground floor, the single retail unit is split into two; no changes on the first floor but the second floor proposes 2 one bed apartments and 1 two bed apartments rather than 2 two-bedroom apartments. The other proposed changes are in the external appearance for example changing the PVC windows from white to grey and the walls from "red brick/ white render" to "all brick & stone – Heather faced Multi".



**BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION**  
**Committee Meeting, 20 September 2018**

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The demolition has 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 approved four 2-bedroom flats over a single retail unit. Unfortunately, it seems inevitable that car parking will become difficult at certain times usually Saturday mornings & school start and end times. The developer has started constructing 6 car parking spaces which be available soon.

Parking outside the shops is still a concern particularly in Lovelace Drive. The 2018 Parking Review consultation which closes on 28<sup>th</sup> September proposes Double Yellow lines in the vicinity (see above).

### **STREET REPS VACANCIES**

I am pleased to report that a volunteer has come forward to cover one of the Lovelace Drive round, so there are Street Rep vacancies for the following streets: -

- Lovelace Drive – Marshall Parade ends
- Norfolk Farm Road area
- Dean Close area

**RA Committee Meeting – 21<sup>st</sup> September 2018**

**Pyrford Neighbourhood Forum Report**

**Traffic Analysis**

SCC have responded with the information requested under FOI and the Forum is considering the implications of the new information.

**Conservation Assessment**

The Conservation Assessment scoping report has been delivered by LDA Design and seems very comprehensive but did not include estimates for supporting consultancy. These have been requested and should be available very shortly.

**Heritage Display**

We now have 6 Pyrford Portraits and changes to the website have been made to accommodate them as they are released. Further changes have also been made to provide a better structure for communicating news of the upcoming Regulation 19 consultation of the WBC SADPD. The new website and first Pyrford Portrait will be launched next week in a Newsletter.

**CIL**

Interest in CIL processes seems to have created quite a stir in WBC and SCC. As a result a question has been submitted to the Woking Joint Committee meeting on 26 September. We have asked that the processes agreed with WBC and circulated at the RA meeting in July be endorsed by the Joint Committee.

**Planning**

Representations have been made concerning applications for planning permission at Lady Place Farm (a dog boarding proposal) and Marshall Parade where further flats were requested without further parking provision.

Geoff Geaves – Chairman - Pyrford Neighbourhood Forum

21 September 2018

## Footpath Officer Report 31/08/18

### Footpaths at Lady Place Farm, Pyrford

Several reports of problems relating to the footpaths at Lady Place Farm reached me recently by phone and email. Having taken a look and documented the concerns I was pleased to receive a phone call from the farmer Mr. Steve Conisbee to arrange a meeting. On 29/8/18 we met and walked the paths together. This report documents the key points.

### Ploughed over Footpaths (Nos. 76 north & 78)

These paths would have originally run along hedgerows but now cross an open field. Walkers had found them impassable due to deep ploughing. The path (78) adjacent to Pyrford Green house had been ploughed up very close to the boundary. Mr Conisbee explained that the field had been left fallow but had now been ploughed and planted with a turnip fodder crop for the cattle. It was agreed that there had been a problem which had been worsened by weather conditions which meant that any remediation by machinery had been temporarily impossible. This field, which will be grazed by cattle later in the year, presents some fencing conundrums for Mr Conisbee ie. maintaining the statutory Rights of Way for walkers and access for the cattle to the water supply. The use of moveable electric fencing was discussed. It is understood there may be other changes in this vicinity ie: Rowley Bristow Woods and the frequently used path alongside the Rowley Bristow grounds. These do not affect existing Rights of Way but may impact on future use by walkers.

### Missing signs, Bull in Field (No. 76 south)

Fencing and two new stiles have been set up in the field near the farmyard / top of the Churchyard. I have given Mr Conisbee footpath signs to place on the stile posts. A warning sign about a bull in the field which had been mistakenly left on one post has been removed. It is legal for a farmer to keep a bull in a field crossed by a footpath (there are restrictions to type/age of cattle etc.) Appropriate signage when a bull is present should be displayed and will be removed when the bull has left. As to be expected, bulls will be present in fields at the farm. Mr Conisbee has provided an alternative path around this field which walkers may use if desired. This does not mean the footpath has been diverted, nor that walkers cannot use the legal right of way across the field, the intention was for walkers' convenience. Mr Conisbee's new fencing has been cut through and signs pointing out his alternative route taken down - this is unacceptable. We also agreed that this alternative path, and other Rights of Way on the farm, would benefit from strimming. Walkers with dogs in the fields must be aware that dogs should be kept on a lead, cattle should be given a wide berth but if cattle approach them, or their dog, they should let the dog off the lead. Mr Conisbee has put up signs to this effect.

### Shooting in Aviary Road Field (Adjacent to Sandy Lane No 401)

One lady who contacted me was very concerned that a hide had been erected and shooting was taking place in Aviary Road field. Another walker lost her dog which had been frightened by gunfire. Mr Conisbee explained that pigeons are being shot. A new crop has been planted and pigeons are capable of causing serious damage as the new shoots emerge. Shooting is likely to take place around five times a year. Shooting is legal on farmland adjacent to Rights of Way (within 50 feet) A warning sign at the start and end of the ROW at Aviary Road field when shooting is taking place would be very helpful, particularly for riders and walkers with dogs.

### Field Margins, Biodiversity.

Some residents (myself included) have been concerned that field margins have been greatly reduced. Lady Place Farm has previously featured on the British Society of Britain & Ireland's online "wildflower hour" and is widely known amongst the bird watching community for seeing what are increasingly threatened farmland birds. It is understood that a good deal of work has been and continues to be done to bring the land into productive use. However, Mr. Conisbee tells me that wide margins will be left in future, though not in all fields, as part of his stewardship agreements. This is to be welcomed, residents will appreciate this positive approach and look forward to seeing the results.

Mr Conisbee was pleased to tell me about a conservation success on land he farms at Polesdon Lacey where the rare Silver Spotted Skipper butterfly has returned. Mr Conisbee has recently received the National Trust "Farming with Nature" Award 2018 (<https://www.nationaltrust.org.uk/lists/fine-farm-produce-awards-2018>)

Marion Malcher  
1st September 2018

