

BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION
Minutes of the Annual General Meeting held on Wednesday 14 March 2018
at Our Lady Help of Christians Catholic Church hall at 7.30 pm

1. Welcome from the Chairman, Godfrey Chapples

The Chairman welcomed around 80 Residents Association members and invited guests who were present. He also welcomed Ray Morgan, Woking Borough Council CEO who would address the meeting after the formal business was complete.

2. Apologies for Absence

Apologies had been received from Ruth Bishop, Jenny and Peter Froude, Geoff Geaves and Councillor John Bond

3. Minutes of the Annual General Meeting held on 23 March 2017 in Byfleet

The minutes of last year's AGM had been distributed to those present and were agreed as a true record.

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

5. Treasurer's Report.

Godfrey introduced Keith Creswell who had been appointed Treasurer at the last AGM. The Treasurer's report, Statement of Financial Affairs to 31 December 2017 and associated notes had been distributed.

The Treasurer noted that there had been a move to online banking and a change of bank; a lengthy process which was still being finalised. As a result, external payments normally subject to authorisation by two signatories, were currently only signed by the Treasurer. He confirmed that no payments were made without agreement of the Chair and Vice Chair and the bank was being asked to change to two signatories as soon as possible. Two signatures were still required for cheque payments.

Two amendments were made to the Statement of Financial Affairs - signature date change from 2017 to 2018 and the prior full year comparative changed to show a loss.

With these amendments the accounts were agreed and adopted by unanimous vote.

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

6. Membership Secretary's Report

The post of Membership Secretary was still vacant and continued to be covered on a temporary basis by Andy Grimshaw. Andy noted that the association was run entirely by volunteers and wished to thank the street representatives, the CDRs (Chief District Representatives), AMOs (Assistant Membership Officers) and the Treasurer for all their hard work.

He reported that membership stood at 2,869, an increase of 49 since last year's AGM. Distribution around the villages was Byfleet 26%, W Byfleet 31%, Pyrford 41%, Friends/Corporations 1%.

BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION
Annual General Meeting, 15 March 2018

The new database introduced at the end of 2016 was working well and the process of collecting email addresses and telephone numbers continued. These had been used a couple of times for communications. The RA was currently looking at the requirements of GDPR (General Data Protection Regulation) and taking appropriate steps to make sure that it would be compliant by the deadline in May 2018.

7. Resolutions

Godfrey referred to the Constitution and Rules and explained that the changes had been made to take into account changing relationships with the Neighbourhood Forums. In addition, all references to a 'Trust' had been removed and replaced with 'Constitution' as, despite extensive searches it had not been possible to find a Trust document.

With these changes the revised Constitution and Rules were approved.

8. Chairman's Report

In giving his report, Godfrey made the following points:

- This would be his last report as Chair as he was standing down at this meeting.
- He addressed some of the needs of the borough; flood alleviation scheme, a strong police task force and adherence to the village Neighbourhood Forum (NF) plans.
- NF plans for Pyrford and West Byfleet had received WBC approval and Byfleet was expecting to submit a draft by the end of the year. He noted that the RA had supported the forums with a grant of £2,500 each and would be assisting with annual funding. The donations policy had been updated to reflect this support.
- He noted the ongoing activity with developments at Broadoaks, Phoenix House, Sheer House and WB recreation ground. He urged residents to write to the council to voice any concerns.
- He noted the hard work of the committee and the Neighbourhood Forums
- The new website had been growing in importance and communication and the use of social media was currently being explored.
- With the exception of Membership Secretary and Deputy CDR West Byfleet all posts had been filled. Members were urged to consider volunteering. There was a particular need to recruit more street representatives who were needed to deliver newsletters to members and collect subscriptions. He also urged members to encourage neighbours and friends to join the association.
- Isabelle David continued to produce high quality newsletters and was thanked for her efforts.
- A number of donations had been made through the year and these were reported in the newsletter. The maximum donation had been increased from £500 to £750.
- Godfrey finished by thanking the officers and committee for their hard work

There were a number of questions from the floor covering concerns about the proposed developments and the infrastructure to support them and the fact that some local residents did not seem to be aware about the proposals.

Richard Thomas, as Planning Officer, agreed that infrastructure was a concern but that this was not included in planning applications and hoped that this would be addressed by Ray Morgan later.

As far as informing the local community was concerned, it was noted that planning applications were covered extensively in the press, that the RA had put information on the RA website, that a public meeting had been held

BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION
Annual General Meeting, 15 March 2018

about Sheer House with the possibility of another. The public showing of the plans for Phoenix House had been signposted by the RA.

Richard Thomas responded to a question about when work on Sheer House would start. Outline planning had been granted and it was expected that the plans would be made available once final planning permission was given. Work was expected to start in the middle of 2019. Work at Broadoaks was expected to start in January 2019 but this was dependent on when planning approval was granted.

9. Neighbourhood Forums

i. Byfleet

Godfrey Chapples had taken over as Forum Chair following the resignation of John Bond. Godfrey reported that progress was being made on putting the plan together and it was hoped that this would be submitted to WBC by the end of the year. Godfrey then entertained the meeting with a rendition of his Byfleet carol!

ii. West Byfleet

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

- Neighbourhood Plan - had been officially adopted by WBC
- The work of the Forum would continue in light of the developments proposed for the village which would be closely monitored.
- Sheer House - the Forum would be aiming to keep the community briefed on progress

iii. Pyrford

Ian Mills reported on behalf of Geoff Geaves, Forum Chair, who had not been able to attend the meeting.

- After 4 years of hard work the Neighbourhood Plan for Pyrford had been officially adopted this time last year. Activity had continued on the post implementation of the Plan.
- The Forum had worked with the RA on aligning the constitutions as they worked together and agreeing appropriate funding mechanisms which applied to all the Fora.
- Work on traffic analysis was ongoing, site allocations were awaited and the proposal for heritage survey continued

10. Elections

Godfrey announced that the following officers had been proposed and seconded. No other nominations were received and the appointments were agreed nem. dis. and declared as members of the Residents Association Committee for the next year:

A. Association Officers

Chairman – Stewart Dick

Membership Secretary – Vacant

Secretary – Lynette Davies

Vice Chairman – Vacant

Treasurer – Keith Creswell

B. Remaining Committee Members

Byfleet:	CDR	Eleanor Grady	Deputy CDR	Jean Pierre Frossard
West Byfleet:	CDR	Liz Grout	Deputy CDR	Vacant
Pyrford:	CDR	Andy Grimshaw	Deputy CDR	Ernie Elliott
Planning Officer-	Andy Grimshaw		Magazine Editor -	Isabelle David

BYFLEET, WEST BYFLEET & PYRFORD RESIDENTS' ASSOCIATION
Annual General Meeting, 15 March 2018

Footpath Officer - Marion Malcher
Website Officer - Anita Flavell

Community Officer - Sue Offen

Ex Officio Committee members:

Byfleet Neighbourhood Forum
West Byfleet Neighbourhood Forum
Pyrford Neighbourhood Forum

Godfrey Chapples/John Bond
Wade Pollard/Penny Hoskyn
Geoff Geaves

11. Any Other Business.

There was a question from the floor about Sheer House and the need to knock it down which was answered by Richard Thomas who noted that the RA had no influence over this. The role of the RA was to keep residents informed of proposed developments and provide guidance on what action could be taken.

AG thanked the Chair and the Vice Chair for their many years of service on the RA committee and presented them each with a small gift.

Godfrey thanked everyone for their attendance and closed the meeting at 20:45.

The meeting was then addressed by Ray Morgan, CEO WBC, who gave a very interesting talk on his vision for Woking town centre and West Byfleet together with an update on progress with the developments so far. It was clear that his focus was on the provision of housing to meet the Woking Plan.

There was a lively discussion as Ray answered questions on the points which he had made. He welcomed positive comments and suggestions and encouraged residents to write to him about what they wanted for their community

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