

THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

Minutes of the Committee Meeting held on

Monday 1st June 2020 at 7.30 pm

Via Conference Call

To be determined: Present: Peter Seaward (chair), Michael Agius, David Smith, Nick Forrer, Chris Pullan, Andrew Freeman, Geoff Tranter, Les Huett, Michelle Smith, Richard Davey, John Howarth, Frances Fancourt, Dan Coffin, Julia Dickinson, Andrew Matthews, Paul Kennedy,

Invited Councillors: Cllr. Clare Curran, Cllr. Nancy Goodacre, Cllr. Elizabeth Daly, Cllr. Roger Adams, Cllr. Richard Moyses,

Apologies: David Cox OBE, Margaret Lawson, Carolyn Elson, Cllr. Metin Huseyin, Cllr. Simon Edge, Keith Francis, John Allen, Martin Hollins, Diane Poole, Arthur Field, Marian Williams.

1 Minutes

- 1.1 Subject to a few amendments, the Minutes of the previous meeting were accepted as an accurate record.

2 Matters Arising

- 2.1 **AGM:** John Howarth reported that "The Corporate Insolvency & Governance Bill" has been introduced to the House of Commons and it will be reconsidered on Wednesday 3 June 2020. Its purpose is to make temporary changes to the law relating to the governance and regulation of companies, i.e. temporarily easing burdens on businesses by enabling them to hold closed AGMs, conduct business and communicate with members electronically and extend filing deadlines. It will allow those companies that are under a legal duty to hold an AGM, to hold a meeting by other means, even though their constitution would not normally allow it.

3 Covid-19

- 3.1 **Non-Essential Retail Outlet Opening Up:** John Howarth reported that the Council was in contact with local businesses now that the Government has announced the easing of some restrictions, and the re-opening of non-essential retail from 15 June. This communication included details of risk assessments and signposting to government guidance.
- 3.2 The Council is also working closely with partners to establish a range of support measures, including digital skills training, webinars and administering 1,276 business support grants worth £16,255,000 (as at 28 May).
- 3.3 MVDC has been allocated a grant of just under £77,000 to help our high streets adapt. This money will be available from 1 June 2020 and will allow us to put the necessary practical measures in place to support customer confidence to return to our high streets and local businesses have been asked for their input on this.

- 3.4 **Refuse Collection:** Nancy Goodacre reported that changes to kerbside collections were implemented on Monday 18th May and all rounds were completed. From that date all food waste bins in Mole Valley will be emptied using a separate collection vehicle. Collections of clothes, home textiles, small electricals and batteries is still suspended until further notice.
- 3.5 **Benefits:** One of the main issues that residents call MVDC is around benefits, with a huge increase in claims and requests for general advice following significant changes to benefit schemes.
- 3.6 **Wellbeing:** MVDC is also addressing accommodation for the homeless and rough sleepers and how best to use community transport and beginning to discuss how to open facilities such as our leisure centres and Dorking Halls.
- 3.7 **Coronavirus Test & Trace Scheme:** Surrey is a pilot area for providing local support for the new test and trace scheme.
- 3.8 **Surrey County Council:** Clare Curran reported that, during the pandemic, SCC has, and continues to, support the vulnerable. In addition, the Council:
- has been working closely with schools to ensure that they are in a position to safely welcome back more children from Monday 1st June;
 - is opening up the CRCs more extensively so that residents can take a wider range of recyclables there;
 - has opened up all the countryside car parks;
 - that NHS Seacole is now welcoming patients who need reablement treatment after Covid-19;
 - is now running its full maintenance and repair programme on the roads;
 - is looking to make reasonable adjustments in towns and villages for more people to be able to walk and cycle to work;
 - is working as a government pilot on the new track and trace project (an accolade for the close and productive work that has been done with Surrey Heartlands, particularly for the sourcing and supply of PPE and for testing).

4 Correspondence

- 4.1 **Bookham Common:** A resident has been in contact regarding dogs on Bookham Common. The issues are reported as do fouling; dogs not on leads, and dogs worrying wildlife. A number of people have been engaged, namely the National Trust, MVDC, the BRA and the Friends of Bookham Common. The discussion has been how to enforce the local regulations and 'Public Spaces Protection Orders' (PSPOs) have been mentioned. A meeting to discuss this further has been arranged for Tuesday 2nd June.
- 4.2 **Effingham Community Shop:** It has been widely reported in the local news that a fire has significantly damaged the local convenience store in Effingham, leaving the village without general store type facilities, which impacts elderly and those without transport. A temporary store has been mooted and action is underway to provide a temporary store in the cafe (currently closed because of CV19) at the southern end of the parade of shops. It will be manned by volunteers (some I know from Bookham who attend All Saints). The BRA was approached for a donation and £100, as a gesture, was approved by the directors.

5 Group Updates

- 5.1 **Management Group** – Nil to report.
- 5.2 **Planning Group**
- 5.2.1 **Planning:** The Planning Committee considered 12 applications and made representations on two:
- 20/0485: 44, The Park - Erection of a carport.
 - 20/0643: 39, The Park - Erection of 1 No. detached replacement dwelling with integral double garage following the demolition of the existing house
- 5.3 **Environment Group** – Nil to report.
- 5.4 **Community Group**
- 5.4.1 **Youth Centre Replacement:** David Cox reported that he has spoken to the project manager at SCC who has confirmed that it is still being progressed, albeit progress was held up due to Covid contingency work.
- 5.4.2 David is working with Rob Stevens and Jenny Coffin of the Leatherhead Youth Project in relation to the long-term continuation of the Bookham Youth & Community Association, and maintaining its charitable objects & structure but with a gradual replacement of trustees & officers. At the moment, BYCA is "dormant". SCC are aware that David will remain their contact point on the building replacement project for the foreseeable future.
- 5.4.3 There are two options for a replacement youth centre: the existing site opposite the Anchor pub and the Lower Road recreation ground. The problem with the latter is that it is Green Belt land. Further meetings are planned.
- 5.4.4 **Norbury Park:** Margaret Lawson reported that she had been in contact with SCC, who are now responsible for emptying dog waste and litter bins, as they have been overflowing at times. In response the council officer said that they are aware that there are a lot of bins that need emptying and areas that need cleaning all across the Countryside Estate. Routine activities had been delayed due to COVID 19 but the contractor had been contacted to seek clarification as to when they will be able to resume their duties more fully, but a date for this hasn't been given.
- 5.5 **Communications & Membership Group**
- 5.5.1 **"Bookham Says Thank You" Poster Campaign:** Les Huett produced A2 (60cm x 80cm) size posters saying "Bookham says thank you to Bookham Traders and Essential Workers" for all the noticeboards. The theme of the posters has also been included on to the BRA website and is also available to download in an A4 format. Also produced was an outline version that can be printed and coloured in. Nick Forrer cleared all the noticeboards, so we just have the posters for maximum impact. The posters were produced by Surrey Litho.
- 5.5.2 **Email Campaigns:** An email campaign was sent to all Road Stewards advising that the BRA is not producing a Spring Newsletter but that one is expected to be produced in the Autumn so that subs can be collected, if conditions allow.
- 5.5.3 As the BRA would normally have held the AGM by this time, and distributed the Spring Newsletter, instead an email campaign was sent to all 700+ people on our mailing list with an update on BRA activities for the year to date.

- 5.5.4 There were two variants: one for residents who have already paid their subs online thanking them for paying and a second for those who haven't paid and inviting them to do so online via the web site. The first payment was received nine minutes after the campaign was run! Up until 28th May 60 residents have paid online.
- 5.5.5 **Website:** The web site continues to be popular and there have been posts on the Blue Hearts and Wild Flowers and the Oak Processionary Moth from Frances Fancourt; Look Local and Bookhams Bulletin publications; public service information from MVDC and the current situation with traders in Bookham and Effingham. The theme of the web site has been updated to match the "Bookham says Thank You" campaign.
- 5.5.6 **Membership:** Membership numbers will be reported once the currently subscriptions paid online in the last few days have been reconciled, although it is expected that income so far is only a third of that expected.
- 5.6 **Business Group** - Nil to report over and above that as reported under Item 2.
- 6 Any Other Business**
- 7 Village Day:** It was noted that this year's Village Day has, unfortunately, been cancelled.
- BRA Meetings:** It was questioned as to whether the public could dial-in to the Committee Meetings. It was agreed that they can, although if anyone wishes to ask a question, then this should be submitted in advance.
- 8 Next BRA Meeting:** Monday 6th July 2020 at 7:30 pm.