

# THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

## Minutes of the Committee Meeting held on Monday 4<sup>th</sup> January 2021 at 7.30 pm via Conference Call

**In Attendance:** Peter Seaward (chair), Chris Pullan, Michael Agius, John Howarth, Les Huett, Paul Kennedy, Nigel Smith, Carolyn Elson, Luke Tye, David Cox OBE, Geoff Tranter, Diane Poole, Monica Weller, Frances Fancourt, Nick Forrer, Martin Hollins, Andrew Freeman, Margaret Lawson, Julia Dickinson,

**Invited Councillors:** Cllr. Clare Curran, Cllr. Richard Moyse.

**Apologies:** Keith Francis, Dan Coffin, Richard Davey, Cllr. Metin Huseyin, Cllr Simon Edge, John Allen, Marian Williams, David Smith, Michelle Smith, Michael Lowes, Andrew Matthews, Cllr. Elizabeth Daly, Cllr. Roger Adams, Cllr. Nancy Goodacre.

### 1 Minutes of the Last Meeting

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

### 2 Matters Arising & Actions

- 2.1 **The Garstons/Mead Crescent:** The Asset of Community Value (ACV) application has been resubmitted and is open for consultation. Les Huett has updated the BRA website to include a link to the application so members of the public can either write in support, or indeed, oppose the application. Some suggested ideas is also available should anyone wish to write in support of the application. The BRA planning committee has already done so. As at the time of the meeting, 33 letters of representation had been submitted.

### 3 Correspondence

- 3.1 There has been no correspondence of note since the last meeting.

### 4 Group Updates

#### 4.1 Management Group (Finance, Secretariat)

- 4.1.1 Chris Pullan reported that the preliminary year end accounts (to midnight on 31st December 2020) shows an approximate surplus of £2k. The income from subscriptions has been a healthy £8.2k, higher than anticipated given the current climate. It was noted that the accounts should be 'closed' as at the end of the year with subsequent receipts relating to 2020 shown as accruals, etc.
- 4.1.2 On Christmas lights, Chris said that £1,250 had been received from MVDC and Mole Valley Chamber had promised £500.

## 4.2 Planning Group

4.2.1 **Planning Committee:** The Planning Committee met on the 16<sup>th</sup> December and 3 letters of representation will be/has been submitted on the following:

- 20/2103 – Recreation Ground, Lower Road, Bookham KT23 4DN - Outline application for the consideration of access, layout and scale in respect of the erection of a Youth and Community Centre and sporting facilities with car parking and associated works. Letter of support.
- 20/1990 – Bookham Commons, Church Road, Great Bookham Development Proposed erection of 1No. 15m high Alpha 8 ‘telegraph’ pole with 3 No. shrouded antennas, 3 No. ground-based equipment cabinets and ancillary development thereto. Letter of objection.
- 20/2070 – Land at The Garstons adjacent to 1, Stonehill Close - Nomination to have the land at The Garstons adjacent to 1 Stonehill Close, Great Bookham as an Asset of Community Value under the Assets of Community Value (England). Letter of support.

4.2.2 **Timeline for Submission of Letters of Representation:** It was clarified that letters of representation could be sent after the advertised closing date, although they would not be taken into account in the officer’s report, although may be raised during the debate during the meeting.

4.2.3 **Minutes of the Planning Committee:** It was agreed than councillors should be sent copies of the minutes for information. If they wish not to, then they should respond accordingly.

4.3 **Environment Group** (Roads, Paths, Drainage, Flooding, Trees Horticulture, Litter Pick)

4.3.1 **Litter Pick:** Margaret Lawson said that an article would be in the forthcoming Look Local asking residents to volunteer as a Womble/ This would be supported by activity on social media. The BRA would be able to supply equipment.

4.3.2 **Great British Spring Clean:** Margaret also reported on this initiative which is scheduled for the 6<sup>th</sup> June, but this may change based on any Covid restrictions.

4.3.3 **Squareabout:** Clare Curran reported that the much awaited drainage issues at the squareabout will be tackled at the end of February, which will take about two weeks, is weather dependent.. This is likely to require road closures – Lower Road, and perhaps the High Street. The public will be made aware nearer the time as the work by SCC. It was suggested that, should the country still be in lockdown, then appropriate messages could be linked to discourage use of vehicles. Bus routes will also be diverted and routes approved. It was agreed that road closures, etc. would be put on the BRA website.

4.3.4 **Rectory Lane Crossing:** Clare also said that the planned pedestrian crossing at the junction of Rectory Lane / Lower Road will be completed within the financial year.

4.3.5 **Manor House Lane:** Regarding Manor House Lane, the idea of having a footpath painted on the road would be difficult as it would require a Traffic Regulation Order to reduce the speed limit to 30 mph (it is currently 40 mph). Street lighting would also be required. CIL funding could be utilised but, even if the obstacles were overcome, any painted footpath wouldn’t materialise until 2022/23 at the earliest.

- 4.3.6 **Highways during Covid:** Clare also reported that the Highways team will continue working during the Tier 4 lockdown, and that potholes should be reported as usual.
- 4.3.7 **Middlemead:** It was reported that the developers, when building the new houses on the estate, has damaged the roads. Unfortunately, unless it is a condition within the planning application, developers cannot be forced to repair any damage.
- 4.3.8 **Future Approach to Road Surfacing:** Clare said that many of the residential roads in Bookham are made of concrete with tarmac applied on top, which frequently erodes. In future, Highways will provide a better quality surfacing to improve longevity.

**Trees:** France Fancourt said that she had submitted an application to SCC for 9 trees to be planted on verges. Funding will come from Clare Curran's councillor allocation.

4.3.9 **Drainage: Michael Agius mentioned two areas of concern:**

- Proctor Gardens: One house is experiencing flooding in their garden.
- A246 near Chandlers Building Supplies: Surface water covers one half of the road on southside, and perhaps 25% of the road on the north side, when it rains heavily.

4.3.10 **Blue Heart Verges:** There are now several designated verges and SCC is willing to consider more. Di Poole and Clare Curran will arrange a walk-about with officers from SCC to discuss possible future plans.

4.3.11 **Bookham Common Footpath to Bookham Station:** As discussed at previous meetings, the only viable way to get disabled access to the London bound platform would be to improve the footpath from the National Trust car park. Peter Seaward agreed to speak to Ian Swinney at the National Trust to try and progress this action.

4.4 **Community Group** (Education, Police, Transport, Emergency Services, Health, Churches Together)

4.4.1 **Buses – The 479:** Keith Francis reported prior to the meeting that Arriva has made some small changes to the timetable of the 479 bus route. Les Huett has posted the new timetable on the BRA website under "More Village News / Travel."

4.4.2 **Vehicle Activated Signs:** There has been limited progress. A meeting has been scheduled for the 9<sup>th</sup> January to discuss potential sites. etc.

4.4.3 **Christmas Box:** Martin Hollins said that Churches Together Christmas Box initiative had been very successful and well received by the recipients of the boxes.

4.5 **Communications and Membership**

4.5.1 Carolyn Elson reported that she is waiting for a couple of Road Steward schedules to come in but is pleased to report that we have now received subscriptions in excess of £8,300, which far exceeded her expectations (last year £9,200 was collected).

4.5.2 Membership is 1,530 (some data is still awaited so it will increase slightly). Last year

membership was 2,418. It is interesting to note that of the total membership this year, in excess of 190 were not members last year. It was also noted that 80 people had made donations, in addition to their annual subscription, ranging from £5 to £20.

- 4.5.3 Undoubtedly our total subscriptions this year have been helped by the increase in the subscription to £5.00 from last year's £3.00.
- 4.5.4 This year over 650 residents paid online against 194 last year, and 25 residents used the new telephone service.
- 4.5.5 A huge thank you must go to the Road Stewards who still managed to collect subs or encouraged the use of online payments. However, a significant number of roads only received the Newsletters with no subscription activity due to the Pandemic. There is no doubt that the Road Stewards play a significant role and Carolyn believes that in 2021, when we can hopefully return to some normality, it is hoped that membership will increase again.
- 4.5.6 The lack of road stewards is an issue, and Peter Seaward will speak to Keith Slark, Chairman on the BCA, to see if there are any options to work together to deliver and collect subs. A further suggestion was to ask scouts or 6<sup>th</sup> formers to help with deliveries.
- 4.5.7 Les Huett pointed out that he has amended the website so 2021 subscriptions can now be made.

### **Communications**

- 4.5.8 Les Huett reported that in December there were two campaigns asking for residents to support:
- Outline Planning Permission for the new Youth & Community Centre which produced 56 Letters of Representation to MVDC at the close of the consultation on 21st December.
  - Garstons Asset of Community Value which as of 1st January, 31 Letters of Representation have been submitted to MVDC Planning.
- 4.5.9 **Website:** On the BRA website during December there have been posts on: Wonky Village Sign, NHS COVID-19 Vaccination, Howard of Effingham commencing in 2021, Middlemead Road Newsletter, MVDC Updates, 479 Bus timetable updates from 4th Jan. Weekly planning updates.
- 4.5.10 In December we had 1,475 visitors to the website with 2,906 page views. Site visits have been fairly consistent throughout the year, but December was the highest.
- 4.5.11 Further to last month's interim report the final website visitors for the year 2020 was 10,909 who viewed 24,989 pages.
- 4.5.12 **Social Media**
- Facebook Post reach in December: 1,806 (number of people who saw our Facebook posts)
  - Facebook Engagement in December: 347 (Number of people who clicked links or shared)

#### 4.5.13 **Mailchimp Email Service: Two campaigns were run in December:**

- Year End Message to all of the database
- Thank you message to Road Stewards

4.5.14 Email service subscribers as at 31st December stands at 1,133.

4.5.15 **Contact BRA and 0300 030 9890 Message Line:** This year there have been 59 email messages sent to “Contact Us”. The 0300 030 9890 service has generated 90 voicemails. Not significant numbers but confirms that they work as part of our engagement with Residents.

#### 4.6 **Business Group (External Relations)**

4.6.1 John Howarth reported that many local businesses are struggling and that January to March tended to be traditionally quite quiet which won't help the situation. The Shop Local initiative has been successful with 5 draws being held during December.

#### 4.7 **History and Memorials Group**

4.7.1 Memorials: Peter Seaward reported that discussions are ongoing regarding the St. Nicolas War Memorial (and why the lettering appears to be fading quite quickly) and All Saints War Memorial (to add 6 soldiers who died during WWI added to a plaque to the memorial)

### 5 **Project Updates**

5.1.1 Peter Seaward mentioned that the village sign had been removed for repair. Two new projects are to:

- investigate the possibility of getting a power source in Lower Shott to light up Christmas lights and potentially electric vehicle charging points; and
- Chrystie rec's changing/club house renovations (Metin Huseyin is on the committee).

### 6 **Any Other Business**

6.1.1 **AGM:** The AGM is scheduled for the evening of 15th July in the Old Barn Hall, although this may change depending on the circumstances extant at that time. This means that the Newsletter should be delivered as from early June to comply with the required advance notice, although the Government may amend guidance for AGMs, etc.

6.1.2 **Car Park Hazzard:** Monica Weller mentioned that there is an accumulation of leaves in the car park behind the shops in the High Street, which she considered dangerous. The car park is privately owned but Monica said she would contact the owner.

6.1.3 **Big Project:** SCC has a £100m [community project fund](#) for one-off capital initiatives. 35 bids have been submitted so far although none from Bookham. Clare Curran said that the first round of funding would be allocated in the spring.

- 6.1.4 **TerraCycle:** Diane Poole reported that she hoped that a Terracycle collection point for hard-to-recycle plastics could be placed in the Recycling area in the Lower Shott car park. This has councillor support. Negotiations ongoing with MVDC as they own this area.
- 6.1.5 **Air Quality:** Monica Weller asked whether there were any air quality monitoring devices near the square about as this is probably the busiest locality in terms of traffic, excluding the A246, which could be potentially dangerous to children (and a cause of the lettering fading on the war memorial). Peter Seaward said he would speak to the Council to see if a monitor could be installed.
- 6.1.6 **Street Cleaning:** Paul Kennedy reported that Amey, who are responsible for street cleaning, had recently attended MVDC's Scrutiny Committee to debate their performance. A number of written questions had been submitted and answers to these will be published in due course.
- 6.1.7 **Dog Pooh Bins:** Les Huett said that signs encouraging dog owners to report full bins and to take home any used bags if full are planned. QR codes will be added to facilitate easy reporting. It was noted however, that irresponsible dog owners dropped used bags in the countryside, even tying them to trees on occasions, which can be harmful to wildlife and the environment with additional plastic waste.
- 6.1.8 **Community Recycling Centres and Libraries:** Clare Curran said that centres would remain open during the pandemic, and that libraries would operate a click-and-collect service.
- 7 Next Meeting:** Monday 1st February 2021 at 7.30pm.