

THE BOOKHAMS RESIDENTS ASSOCIATION

Company Limited by Guarantee - Number 10053863

Directors Meeting

Notes of meeting held on Monday 5th June 2023

Held at 4 Atwood, Little Bookham

In Attendance: Peter Seaward (Chair), Simon Edge (Vice Chair), Neil McDowall, Les Huett, C Cllr Clare Curran, Carolyn Elson, Geoff Tranter, David Armstrong.

1 Minutes of Last Meeting

None taken

2 Apologies:

Cllr Roger Adams.

3 BRA Governance Matters.

Simon Edge had previously circulated two papers, the first on Financial and other Regulations, the second on the Role and Responsibilities of Directors. These were discussed and it was unanimously agreed to implement them with immediate effect.

Action: Documents to be placed on the BRA Website (LH)
All Directors and Committee Members to abide by the BRA Governance Documents. (All)

4 Future BRA General Committee Meetings.

Directors agreed to the following changes to the format of BRA General Committee Meetings.

- (a) Meetings to start with Notes of last meeting including apologies and matters arising.
- (b) Fifteen Minutes collectively for Councillors attending to update the Committee regarding Council and Council Committee business they are aware of, together with topical issues and themes arising from their case work in their wards.

- c) The BRA Chairman to similarly summarize issues, concerns, topics that the BRA is aware of.
- (d) Councillors and BRA Committee Members to progress and resolve matters arising.
- e) Councillors may retire or remain if they so wish.
- f) BRA Committee Members to consider further updates from Finance, Communications, Membership, Projects, Environment, Infrastructure etc

Action: New format to be introduced at next Committee Meeting after July 2023 (Chair)

5 Finance (Including donations and Examiner)

The Treasurer tabled a Finance Statement detailing Income and Expenditure for the last 5 months of the current year. It was noted that £5,000 had been collected from subscriptions so far which showed a considerable increase over last year. The main contentious issue was the need to clean and re-letter the War Memorial in the church yard of St Nicolas. This was likely to cost £2,000 for cleaning and as much as £4,000 for lettering using a special paint. It was noted that a new Examiner may be required for next year and alternatives should be sought.

Action: Seek quotation for Memorial Refurbishment.(Chair)
Seek new Examiner (All)

6 Projects:

Geoff Tranter had examined the public seating benches and advised that all were in need of repair and refurbishment for which £1,800 had been set aside.

Action: To progress seat refurbishment.(GT)

7 Village Day and AGM:

Agreed BRA to set up gazebo to be manned by two Committee Members to represent BRA on Village Day.

Action: Set up Gazebo on Village Day.

Guest Speaker Lucy Quinell would be speaking at the AGM on countryside preservation and she would be requested to highlight the Bookham Area in her speech. Refreshments and drinks to be supplied.

Action: Vice Chairman to make request.

8 BRA Calendar:

The Vice Chairman suggested that a BRA Calendar should be introduced in the form of a 'Year Planner' and placed on the website showing the timing of the various meetings and activities planned each year together with the dates when associated actions should commence. Agreed.

Action: SE and LH to develop.

9 Any Other Business:

9.1 The Vice Chairman stated that there was no further news on progress with the introduction of a new Medical Centre in the Bookhams.

9.2 C Cllr Clare Curran advised that the County Council had earmarked Leatherhead as a Priority Town although she anticipated that much of the improvements would be made on the periphery of the Town.

9.3 A revised plan had now been drawn up by SCC for the new Youth Centre to be constructed on the Lower Road Recreation Ground.

9.4 Agreement from the MVDC for the construction of a new skate board bump track would have to wait for the Cabinet to decide in late June.

9.5 Les Huett stated that a newsletter was being sent to all BRA Members

9.6 Within the next few days. He was also designing a new website which contained all relevant items of interest to local residents.

9.7 Carolyn Elson stated that as children attended the monthly Litter Pick, Including members of the Beavers, we need to check our insurance cover is adequate. **Action:** Carolyn Elson to discuss with Margaret Lawson and report back.

9.8 The generous donation of £750 from The Anchor was discussed and agreed that it would be used to fund a new Notice Board to replace the existing one on the Lower Road by the entrance to the Coop car park.

Action: Geoff Tranter.