

THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

Minutes of BRA Committee Meeting

held on Monday 6th December 2021 at 7.30pm

in the Harrison Room, Old Barn Hall

In Attendance: TBC: Peter Seaward, Andrew Freeman, Chris Pullen, Keith Francis, John Howarth, Andrew Matthews, Paul Kennedy, Frances Fancourt, Geoff Tranter, Nick Forrer, Les Huett, Julia Dickinson, Marian Cutler (for Martin Hollins)

Councillors: Cllr. Roger Adams, Cllr. Sarah Chambers, Cllr. Clare Curran, Cllr. Elizabeth Daly, Cllr. Richard Moyse

In Attendance: Paul Kennedy

Apologies: Carolyn Elson, Cllr. James Chambers, Cllr. Nancy Goodacre, Diane Poole, David Cox MBE, Nigel Smith, Michael Agius, Monica Weller, Martin Hollins, David Smith, Michelle Smith, Metin Huseyin, Margaret Lawson, Michael Lowes

1 MINUTES OF THE LAST MEETING

1.1 The minutes of the last meeting were accepted as an accurate record.

2 MATTERS ARISING

2.1 **Mole Valley Boundary Review:** Response submitted following consultation between Peter Seward, John Howarth and Andrew Freeman.

2.2 **Lower Shott Toilets:** Nancy Goodacre reported that the men's and women's signs are back up on the doors although additional signage for the walls were fitted in the wrong place. Nancy have asked for them to be removed and fitted in the correct location.

2.3 **Drainage at Lower Shott:** Nancy also said that the over ground channel has been cleared of all mud and that drains are due to be cleared in early December. This is to allow the Autumn leaf drop to be cleared at the same time.

2.4 **Electrical Power Supply – Lower Shott:** Nancy said the Council is waiting on their contractor to come back with a quotation for the electrical supply to the village sign, with extra power point, although they are concerned the existing wooden post is not secure enough to run cables up.

2.5 **The Association's Property:** Unfortunately there had been a traffic accident at SPACE that has damaged the railings outside plus the Association's notice board which will need to be replaced. The Association's insurance doesn't cover damage to property we own therefore it is hoped the car insurance will cover the costs. This has, however, prompted thought as to whether an additional insurance policy is

needed for items such as the notice boards, Weales Clock, gazebos, village signs, benches, etc.

3 CORRESPONDENCE

- 3.1 **Flooding at Douglas House:** A resident of the house experienced flooding which will involve vacating the property for repairs, etc. Michael Agius visited and came up with some recommendations to avoid a recurrence. These were forwarded to Richard Moyse and Clare Curran who, in turn, raised the issues with and highways respectively.
- 3.2 Since then Michael Agius has met with SCC Highway's who will pass the matter of providing a kerb upstand besides the newly surfaced Edenside Road in front of affected flat to SCC Highway's Design Section. A report back is awaited.
- 3.3 **White Lines:** A resident contacted the Association to complain about new Give-Way white lines at the junction of Downs Way and Halepit Road. In their view this was unnecessary as there have never seen any problems in their time living in the area, and 'urbanizes' the area and takes away its village feel. In response, it was noted that junctions should always be made safer by the use of road markings, whether or not local residents thought there were no historic problems. SCC would not have painted Give-Way markings unless problems had been reported, or they considered it necessary.
- 3.4 **BRA Fees for Single Occupancy Households:** A resident contacted the Association as they felt the annual fee is unfair to people who live in single occupancy households, and that a discount should apply. It was pointed out that the Association is not aware of how many people live in any dwelling and it would be cumbersome, if not impossible, to offer discounts to single occupancy households.

4 MANAGEMENT GROUP (Finance, Secretariat, Project Control)

- 4.1 **Tax Return:** John Howarth reported that the BRA's tax liability for 2020/21 was around £3.50 which is likely to be waived by HMRC.
- 4.2 **Articles of Association:** John Howarth reminded the committee of the Association's Articles of Association. Details are available on the website and include the conduct to be followed at meetings, e.g. any local resident can attend committee meetings and ask questions. although these should be submitted in advance.

5 PLANNING GROUP

- 5.1 **Local Plan:** On page 10 of the Newsletter and the Local Plan Regulation 19 submission, there was an error on the map labels. An arrow mistakenly pointed to the District boundary rather than the Green Belt boundary. A clarification has been made to the online version of the Newsletter and posts on this subject updated. An email campaign was also implemented to advise of the error and gave links to Future Mole Valley maps and documentation for reference. The Newsletter was printed after the 7th November, after the closure of the Regulation 19 so it is not thought that it had any major impact. There have only been one or two emails on the matter. The correction was shared with Piers Mason of MVDC who originally identified the error.
- 5.2 **Surrey Development Forum Annual Conference:** Peter Seaward attended the

conference, a partnership between local councils and developers. Further information can be found on the [Surrey Development Forum Website](#) website, which includes videos of all the sessions and speeches.

5.3 **Planning Applications:** The Planning Committee considered 9 applications and propose to submit a letter of representation regarding one of them:

- MO/2021/1890: 202, Lower Road, Bookham - Demolition of an existing bungalow and replacement with 2 No. dwellings both with private rear gardens and a shared access off Lower Road leading to separate parking.

6 **ENVIRONMENT GROUP (Roads, Paths, Drainage, Flooding, Trees, Litter Pick)**

6.1 **Flooding:** Michael Agius has received quite a few reports of flooding around Bookham on the night of 20th/21st October, one of which was in Merrylands Road which could have resulted from blockages in the ditch down Little Bookham Street and another in Edenside which could have been affected by blockages in the Church Road ditch. Both ditches are fairly overgrown, so it is difficult to actually see what the problems, if any, might have been.

6.2 Michael Agius had emailed the National Trust about the state of the ditches which were NT's responsibility and is awaiting a reply.

6.3 Michael Agius had made a visit to a further property affected by the October torrential rainfall, No 3 Byron Close and suggested improvements to prevent future flooding. The flooding had been reported to Thames Water, who had subsequently visited and would be carrying out CCTV drain lines to Sharon Close where they had root cleared and lined drains some five years ago.

6.4 **Trees:** Frances Fancourt said that the 19 of the free trees given away on Village Day were in the process of being allocated and, with some recent donations, it would probably be possible to allocate trees to everyone who had requested one. Clare Curran added that a resident had felled a tree and a replacement was being planned.

6.5 Regarding other issues, Frances said that the benches were soon to go onto the Garstons Triangle which will also be mowed more regularly, and that BT staff were very happy with the frontage of the BT building since we had started caring for it with wild flowers.

7 **COMMUNITY GROUP (Education, Police, Transport, Emergency Services, Health, Churches Together)**

7.1 **Bookham Station Accessible Bridge:** Andrew Matthews reported that unfortunately the Association's application to Surrey County Council's "Your Fund Surrey" for some local funding was rejected as it is deemed not beneficial to the wider community. This is a significant blow to raising the Local contribution required to qualify for Network Rail's access for all funding for an Accessible Bridge.

7.2 **Signage:** Andrew has spoken with David Wilby of South Western Railway and he is looking into the proposed signage alterations at the Station. He says that what we propose doesn't meet the current signage standards set by Network Rail and is looking how we might introduce this. Some good news, the 32-inch display at Bookham Station has been granted planning approval.

7.3 **Leatherhead Hospital:** There is a proposal for a Medwyn Centre style facility at Leatherhead Hospital. Simon Edge is leading on this on behalf of the Association.

7.4 **Cycling and Walking Plan:** Julia Dickenson mentioned that the next round of bids will be decided in the Spring, and [anyone is able to put forward a proposal](#).

8 COMMUNICATIONS AND MEMBERSHIP GROUP

8.1 **Newsletter:** Les Huett reported that, following on from last month's report, the Autumn 2021 Newsletter has been printed and distributed to all households in Great and Little Bookham (5,000 addresses) by Road Stewards and the Comms and Membership team. As Les caught Covid and was self-isolating during the envelope stuffing for road stewards stage, a big thank you to Carolyn Elson and John Howarth for getting the newsletters out to Road Stewards.

8.2 **Website:** The refreshed web site is now live is an improved experience for visitors to the site. There are some new services for Committee members to take advantage of:

- Communications request
- Web mail log in
- Request for email forwarding or a BRA email account.

8.3 Les has also produced two videos guides. The first is on the services for committee members and the second is a guide to the new website. These will be circulated at the weekend. Alternatively, follow these links:

- [Committee Member's Services](#)
- [A guide to the refreshed BRA website](#)

8.4 Site visitors stats for November:



8.5 **Email Service:** We have over 1300 subscribers to our email service with two campaigns run in November:

- Advising Committee Members of the website refresh
- Regulation 19 clarification as previously reported.

8.6 **Membership:** The Autumn Newsletter has now been delivered to all households. This has resulted in a flurry of payments via the website and through our Road Stewards. Subscriptions have now reached £10k and we have c1800 members. There are still a few more payments due from Road Stewards. The increase in payments against last year is due to the tremendous effort of many of the Road Stewards who were unable to collect properly last year.

9 BUSINESS GROUP

9.1 **Business Map:** Nick Forrer said that the updated business map was now in place in the Lower Road car park. The Committee thanks Nick for his work on this.

10 PROJECT UPDATES

10.1 **CIL Funding:** Peter Seaward reported that the Association has submitted the following bids:

10.1.1 **Speed Signs in Little Bookham Street:** £3,000 has been received to progress this.

10.1.2 **Power at St. Nicolas Lynch Gate:** Funding has been received and this initiative should progress in the new year.

10.1.3 **Planters:** A bid for £8,000 had been submitted for planters and flowers in the High Street and Church Street.

10.1.4 **Benches:** MVDC has said they will maintain their own benches, but that leaves circa 10 benches that needs refurbishment. David Belsham has been tasked to do this.

10.1.5 **Village Sign:** The cost to re-erect the sign has to be borne by the Association, but application for funds to provide power in the vicinity has been submitted.

10.1.6 **Lower Road Rec Skate Park:** This is no longer fit for purpose and the preferred replacement would be a BMX circuit, although this would cost in the region of £40,000.

10.1.7 **Bookham Station Signage:** A planning application has been submitted for new signage on Platform 1, and a further bit, which would cost in the region of £12,000 could be made for Platform 2.

10.1.8 **Disable Path to the Station:** The NT and Natural England are not in favour of a establishing a path between the NT's car park and the station. This means that without a lift/new bridge then there will continue to be no disabled access to London bound trains. The cost if the path would be in the region of £24,000.

10.1.9 **All Saints Church War Memorial:** £8,000 is needed for a plaque to add the missing names, although CIL funding can't be used. An application for PIC funds will be made instead.

10.1.10 **St. Nicolas War Memorial:** This memorial needs some restoration work, although it is likely that the Association will have to fund this ourselves.

11 ANY OTHER BUSINESS

11.1 **Three Year Car Park Review:** Elizabeth Daly reported that there was a very positive outcome from the three-year car park permit review in Mole Valley. The most important change is that from 1 April, the low paid worker scheme will extend to Bookham and Ashted. This means that low paid workers (earning less than 10% above the living wage) who work in Bookham and have to travel more than 2 miles, will be eligible for the subsidised £175 pa annual permit, which will also allow them to use any car park in Mole Valley. This scheme will also be available to low paid workers who live outside Mole Valley.

11.2 **Bookham Traders Scheme:** Elizabeth also said that there were also some important concessions to ensure that the existing Bookham traders scheme remains significantly cheaper than the schemes for other centres like Dorking and Leatherhead. Bookham traders' permits are anomalously cheap at less than 50p a day which is arguably less necessary now given the extension of the low paid workers scheme. However, it was confirmed that increases will be phased in much more slowly - from £150 a year to £200 from April, and Bookham trader permits will continue to be significantly cheaper than other areas by the time of the next review in three years' time, so we can consider the impact of these changes. This scheme will also apply to traders who live outside Mole Valley.

11.3 **Area of Outstanding Natural Beauty (AONB):** Roger Adams mentioned that the AONB is out for consultation and perhaps the BRA would like to submit their proposals. Roger has proposed that the area be extended northwards to include Great Ridings Wood (East Horsley), Effingham Common, Bookham Commons and all the land in between, plus that as the land north of this area stretching to the RHS Wisley Garden site, the commons of Wisley and Ockham and Ockham village also falls within the definition of AONB. Julia Dickinson drawing up a response on behalf of the Association.

11.4 **MVDC Boundary Review:** The Association had responded to the consultation. MVDC, when discussed by them, did not reach any conclusions, but came up with 4 different options. The Boundary Commission will now consider all comments received and publish a proposal for further consultation.

12 NEXT MEETING

12.1 Monday 7th February at 7.30pm. Venue to be confirmed

12.2 Note: Directors meeting 7th January