

THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

Minutes of the Committee Meeting held on

Monday 2nd December 2019 at 7.30 pm in

St Nicolas Church, The Church Room

Present: Peter Seaward (chair), Chris Pullan, Andrew Freeman, Frances Fancourt, Les Huett, John Allen, Nick Forrer, David Cox OBE, Martin Hollins, Margaret Lawson, John Howarth, Michael Agius, Richard Davey, Julia Dickinson, Keith Francis, Marian Williams Arthur Field, Carolyn Elson, Paul Kennedy,

Invited Councillors: Cllr. Richard Moyse, Cllr. Metin Huseyin, Cllr. Clare Curran, Cllr. Roger Adams,

Ordinary Members: Jacky Seaward,

Apologies: Phil Harris, Michelle Smith, David Smith, Cllr Simon Edge, Cllr. Elizabeth Daly, Cllr. Nancy Goodacre,

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 There were no matters arising not elsewhere on the agenda.

3 Correspondence

3.1 **Phone Boxes:** A communication had been received from BT regarding the public telephone boxes in Overton Way and the station, with the proposal that they are removed. Calls made from these telephone boxes numbered 0 and 74 respectively in the last year. The Committee agreed not to oppose their removal.

3.2 **Unadopted Street Lamp:** A local resident had raised an issue with a street light in a path between no. 26 and 28, The Park, Bookham, KT23 3LS at one end and no. 29 and 31, Park Green at the other end. The street light leans over slightly and has recently stopped working. Cllr. Clare Curran contacted the local Highway Officer, who went out to check and took it up with Skanska, who subsequently adopted and repaired it. The local resident contacted the BRA again to pass on their thanks.

4 Group Updates

4.1 Management Group

4.1.1 Finance: Chris Pullan reported:

- A quote for Public Liability Insurance has been received and accepted;
- The Planning Committee will be meeting at the SPACE in future, as this is cheaper; and
- Online banking was now operational.

4.1.2 Donations Policy: John Howarth reported that the directors had met and drafted a Donations Policy.

Action: Andrew Freeman to circulate the draft donations policy to all members for comment.

4.2 Planning Group

4.2.1 Planning Committee: Nigel Smith is the new chair of the Planning Committee. At the last meeting, there had been 16 applications considered although none were deemed inappropriate therefore no letters of representation were submitted.

4.2.2 Local Plan: It was noted that the Local Plan is likely to be available on the 7th January when papers for the Extraordinary Cabinet meeting of the 14th will be published. It was agreed that a public meeting should be convene, probably in early February, to raise awareness of the Local Plan

4.3 Environment Group

4.3.1 Litter Pick: Margaret Lawson reported that 37 people had participated in the most recent litter-pick collecting 24 bags of refuse

4.3.2 Materials Recovery Facility (MRF): Margaret also reported that several people visited the MRF in Leatherhead, which had been very informative. A discussion ensued as there is some confusion, within the committee at least, as to what can be recycled. The main priority is to avoid food contamination which results in recyclable materials going to landfill. It was also noted that damp or wet cardboard isn't recycled nor is tin foil (despite it being shown on some advertising material that it can be recycled). These issues probably contributes to the non-collection of some bins.

4.3.3 Trees: The BRA's tree planting scheme continues with four new trees planned for the Grove estate. CGI, through the endeavours of Julia Dickenson, has also contributed significantly with the provision of nearly 120 locally sourced hedge plants such as Hawthorn, Buckthorn, Blackthorn, Hazel, Field Maple, to start filling the gaps in the hedge that runs along Phoenix Fields.

4.3.4 Planters: The new planter for Church Road has been delivered and will be put in its final position outside the charity shop shortly. The Vineries will provide the plants and Casselden's will keep it watered. Also, works to the planter outside the former Coop at the top of the High Street is planned.

4.3.5 Gas Leak: It was noted that a gas leak is responsible for the temporary closure of Church Street.

4.3.6 **Composting:** Julia Dickinson said that The Grange had, or is looking into, the purchase of a Rocket composting system that could serve local food outlets, etc.

Action: Julia Dickinson will find out more about the Rocket composting system and report back.

4.4 **Community Group**

4.4.1 **School Admission's Policy:** David Cox and Julia Dickinson spoke about the proposed admissions policy for the Howard of Effingham School. The policy must be reviewed every 7 years. There had been several changes to deter/prevent parents from using certain tactics to bypass the system. Generally the proposed policy is beneficial to local families but there is one issue, i.e. bused-in children will have a greater priority than those children who walk to school and feedback opposing this will be submitted.

4.5 **Communications & Membership Group**

4.5.1 **Newsletter:** Les Huett said that changes to the Newsletter are being considered, e.g. to make more use of Look Local with a double spread twice a year plus insertions, and reduce the number of annual newsletters to one, in the spring, to all households.

4.5.2 **Website:** Les also reported that, in future, there would be better analyses available as to how visitors to the BRA's website use it, how they accessed it (i.e. via links from another website), etc.

4.5.3 **Directory:** Les had circulated a revised directory to committee members, and requested that members check their details for accuracy.

Action: All to check their entry in the recently circulated member directory.

4.6 **Business Group**

4.6.1 Nil to report.

5 **Any Other Business**

5.1 **Lower Road Rec:** Metin Huseyin said he's attended the Youth Forum and the use of the recreation ground was raised, i.e. how could it be better used. This will be investigated further with a report back to their next meeting.

5.2 **Christmas Late Night Shopping:** Richard Davey raised the question as to whether the event needed to be reviewed, for example, how can local traders better benefit from it? There is a view that local people enjoy the evening as a social event, but perhaps don't spend as much money as hoped in the local shops.

5.3 **High Street:** It was reported that a bus replacement service had driven up the High Street. Due to limited passing places, etc. a tail-back ensued causing chaos. This again raised the issue of the High Street being one-way. No doubt this will be discussed at the next meeting to discuss the High Street.

5.4 **Farmers' Market:** David Cox asked whether a Farmers' Market could be introduced in the High Street. This could be held, for example, on a monthly basis with a road closure, or on the wider pavements. Another suggestion for the High Street meeting, but views of local traders would be paramount.

- 5.5 **Electric Vehicle Strategy:** Julia Dickinson said that Surrey County Council had issued a document entitled “Developing an electric vehicle strategy; Outcomes of public consultation”, the consultation having completed in August 2018. This has resulted in a proposed amendment to the Surrey Transport Plan, and will be considered at the forthcoming Cabinet meeting.
- 5.6 **Christmas Lights:** Peter Seward reported that there were no power was used this year from the street lights. As a result there were no lights on the Church Gate although alternative arrangements will be investigated. DCI was congratulated on another impressive display.
- 6 **Next BRA Meeting:** Monday 6th January 2020 at 7:30 pm.

Action Summary

Action	Owner	Reference
Weeds: Elizabeth Daly to speak to the portfolio holder re. the encroaching weed situation. Note: MVDC has responsibility for the clearance of weeds.	Elizabeth Daly	13/06/19: 1
Square-about: Clare Curran to find out status of the pending drainage design plan for the square-about. 01/07: Waiting for an officer response.	Clare Curran	13/06/19: 2
Road Stewards: Richard Moyse to speak to Keith Slark as to perhaps joining forces for the collection of annual subscriptions. After some discussion one of the issues is that the BCA is a charity whereas the BRA is a not for profit organisation.	Peter Seaward	06/08/19: 1
Weales Bus Stop & Litter Bin: Richard Moyse to speak to the contractors at Weales to reinstate the bin. At the moment no progress from the contractors	Richard Moyse	06/08/19: 3
Shape the Future of Bookham Village Centre: Cllr. Richard Moyse agreed to speak to officers at MVDC to try and find someone to take the lead on the Shape the Future of Bookham Village Centre initiative. 04/11/19: Richard is awaiting a response from officers.	Richard Moyse	07/10/19: 1
Public Liability Insurance: To investigate the coverage of the PLI in respect to children when participating, for example, in litter picks, and when removing weeds from public areas, including roads.	Chris Pullan	02/12/19: 1
Donations Policy: Andrew Freeman to circulate the draft donations policy to all members for comment.	Andrew Freeman	02/12/19: 2
Composting: Julia Dickinson will find out more about the Rocket composting system and report back.	Julia Dickinson	02/12/19: 3
Directory: All to check their entry in the recently circulated member directory.	All	02/12/19: 4