

# THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

## Minutes of the Committee Meeting held on Monday 2<sup>nd</sup> November 2020 at 7.30 pm Via Conference Call

**In Attendance:** TBC Present: Peter Seaward (chair), Frances Fancourt, Andrew Matthews, Geoff Tranter, Paul Kennedy, Martin Hollins, Andrew Freeman, Carolyn Elson, Richard Davey, Diane Poole, Dan Coffin, Les Huett, David Cox OBE, John Howarth, Chris Pullan, Nick Forrer, Michael Agius, Michael Lowes

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

**Apologies:** Margaret Lawson, Keith Francis, Cllr. Metin Huseyin, Cllr Simon Edge, John Allen, Marian Williams, David Smith, Michelle Smith, Monica Weller, Julia Dickinson,

### 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:** A further meeting has taken place to discuss The Garstons/Mead Crescent issue.

2.1.1 **Asset of Community Value (ACV):** The Mead Crescent ACV application was rejected as the only reason given was as a footpath or cut through. As a precaution The Garstons ACV was withdrawn.

2.1.2 However, Peter Seaward subsequently had a call with Emma Day, MVDC, following which it was suggested that withdrawal request be withdrawn. Keith Slark has now actioned this so The Garstons application is now live and the outcome is awaited.

2.1.3 **Long Lease on the Field:** Positive indications from MVDC that this might be looked upon quite favourably, although the length of the lease is not clear. Discussions ongoing.

2.1.4 **Rights of Way:** A right of way can be established in two ways – by prescription and by order. Prescription is when people give evidence that they have used a route regularly and so a right of way is established. Alternatively, an order can be made e.g. if a path is being diverted by agreement.

2.1.5 Where land that is subject to highway rights, like The Garstons or Mead Crescent, those rights already give the public an unqualified right of way over the land and so there is no need to create a Rights of Way in any other way.

2.1.6 However, if the landowner, having got planning permission, were then also to obtain a stopping up order, that would extinguish all and any highway rights over the land, including all rights of way.

## 2.2 Walking and Cycle Routes

2.2.1 There was a long discussion which intermingled with issues around the High Street and local business. The items discussed were:

2.2.2 **Cycle and School Routes to School:** Peter Seaward welcomed Michael Lowes, Head of School Eastwick who spoke about some of the issues experienced during the start and end of the day. Generally there is a need for more children to walk to school, or cycle although this wouldn't be appropriate for the younger age group, and less dropping off by car.

2.2.3 **School Streets Project:** Clare Curran reported that this initiative, where roads can be temporarily closed for, say, half an hour, during drop-off and pick-up times, is being piloted in several locations in Surrey. Further discussion identified pros (hopefully it would deter use of cars) and cons (difficult for parents with several drop-offs to make and local residents and other road users being inconvenienced). This would also help reduce risks for those children cycling to school.

2.2.4 There was also a discussion as to why so many parents drive their children to school. A number of points were raised, in particular health and safety issues and having several children attending different schools.

## 3 Correspondence

3.1 Andrew Freeman reported that there had been two pieces of correspondence:

3.1.1 **Lower Shott Off License:** One resident near to the Lower Shott shops is concerned about the change of use application for a convenience store/off licence. They strongly object to this with fears about anti-social behaviour and asked for the BRA's support. Unfortunately, the application has already been approved by officers and there is no mechanism to object to this change of use.

3.1.2 **Bookham Common:** One resident reported that a large, unleashed dog had caused concern on Bookham Common, and wished to report this but didn't know how. Les Huett has now provided the link to the BRA's website and the resident duly reported the incident.

## 4 Group Updates

4.1 **Management Group** (Finance, Secretariat, Project Control)

**Finance:** Chris Pullan reported that £80 would be paid to the British Legion for a wreath, and £75 had been committed for a consultant for advice regarding planting. Regarding the Christmas lights John Howard said that the MV Chamber of Commerce would make a £500 donation and Peter Seaward said he would speak to MVDC regarding a grant which is usually made available. **Action: Peter to speak to MVDC.**

## 4.2 **Planning Group:**

4.2.1 The Planning Committee had considered 31 applications and sent a letter of representation regarding one, namely 8 Fernlea (MO/2020/1432) on the grounds of overdevelopment and out of keeping.

4.2.2 **Planning the Future; Government White Paper.** It was noted that the White Paper is still out for consultation but a number of Sugrey Councils has queries several aspects and the number of proposed dwellings to be built in MV is still an area of contention.

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

4.3.1 **Cultivation Order:** The BRA has been given permission to cultivate The Garstons triangle (plants but not trees, plus a bench or two perhaps). An application to extend this to Mead Crescent is planned. SCC officers suggest that this will significantly reinforce the view that the land is of community value should there be a subsequent Stopping Up Order.

4.3.2 It was noted that as the BRA is not a statutory body then we will have to pay for the order, but Clare Curran is trying to get this fee waived.

4.3.3 Frances Fancourt, who was unable to attend the meeting, sent details in advance regarding further planting and the planters for the area from Lower Shott down the High Street to Church Road end of shops. Frances met with Alison Caldwell and received a summary for suggested planting in these areas including some small trees in planters to tubs outside some shops where there is sufficient space. It is hoped that this work would be funded from CIP funds.

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

4.4.1 **Howard of Effingham:** It was noted that due to Covid, building had been delayed. It was planned that the school would open in 2022 but this is now highly unlikely, which may impact the admissions process. **Action: Michael Lowes will report back on the latest position regarding the Howard of Effingham at the next meeting.**

4.4.2 Michael was also asked to convey the Committees' thanks to all the teachers and support staff that has enabled the schools to remain open during lockdown.

4.4.3 **Vehicle Activated Signs:** There has been limited progress. Clare Curran has met Peter Harris who represents the Surrey Camera Safe Partnership, an organisation that can provide such signs. **Action: Andrew Freeman to contact Peter.**

4.4.4 **Christmas Box:** Martin Hollins said that Churches Together plan to produce a 'Christmas Box' this year with some treats, etc. to about 200 children.

4.4.5 **Bookham Station:** It was reported that improvements are planned and Andrew Matthews has been in contact with the authorities but fears that the improvements will be 'as required' as opposed to anything significant, i.e. disabled access to Platform 2, and that to get the footpath tarmacked is probably the only viable option.

4.4.6 **Parking Restrictions:** Clare Curran reported that parking restrictions by the station are now completed and are permanent, although it was noted that the yellow lines are at least partially covered with leaves, which should be reported to MVDC. Further restrictions are planned on Eastwick Road by the traffic lights and East Street, although the timeline is unknown.

4.4.7 **High Street Survey:** Peter Seaward had been in contact with Clayton Wellman, MVDC's Cabinet Member for Sustainable Economy, regarding the survey. Apparently 23 responses had been received and a summary response would be issued shortly addressing the issues raised.

#### 4.5 **Communications and Membership Group**

4.5.1 Communications Campaign - We Are Still Here For You! Les Huett updated the Committee as follows:

##### 4.5.2 **Newsletter**

- The Newsletter has been printed and is currently being distributed by Road Stewards. Unfortunately three of our six distributors were unable to onward distribute to Road Stewards due to self-isolation prior to operations or health issues so Carolyn and Les have had to step in and complete this
- As previously reported it is being delivered to all households in Bookham and there is a range of subscription payment options available.
- An A2 poster for all the noticeboards with a summary of activities has been produced.
- An update on BRA activities has been published in the Bookham Bulletin and Effingham Roundabout.
- A Risk Assessment has been carried out on the "Preparation and Delivery of Newsletter and Collection of Subscription during Covid-19 Pandemic". This has been published on the website. Road Stewards have been provided with Procedures to reflect the Risk Assessment within their packs. The Risk Assessment will be kept under review and will be updated and modified as required.

The Committee thanked Les Huett and Carolyn Elson for their tremendous work on distributing the Newsletter.

##### 4.5.3 **Web Site**

- The newsletter PDF has been added
- The home page has been updated with a new header and improvements have been made to the MVDC reporting when using mobile phones
- A risk assessment for Road Stewards has been added under "About".
- An update to the navigation on "More Bookham Village News" page has been made.
- Posts have included Christmas Charity Post Cancellation and MVDC notices on foodbanks and Local Government re-organisation.

##### 4.5.4 **Email Campaigns**

- There haven't been any campaigns this month but there will be a campaign on the 8th as a follow up to the Newsletter that should have been delivered.
- We have 820 active subscribers to the email service.

- 4.6 **Business Group** (External Relations) John Howarth reported that:
- 4.6.1 **Shop Local:** Mole Valley Chamber of Commerce is launching a “Shop Local” scheme this month. Businesses that are participating in the scheme will be displaying a sticker with a QR code encouraging us all to “shop local”. Shoppers will be able to scan the QR code at all participating businesses on every occasion they buy and will be entered into a monthly draw.
- 4.7 **History and Memorials Group** – Nil to report
- 5 **Project Updates** – Nil to report
- 6 **Any Other Business**
- 6.1 **Question Time:** The usual November Question Time is not feasible but it has been suggested by Peter Seaward that one takes place via Zoom in February.
- 6.2 **Remembrance Day:** There will be no service around the Memorial at St Nicolas this year and the planned internal service in the Church has been cancelled. A wreath will be laid at the memorial, and at All Saints Church memorial. Sprays will also be laid at each of the official War Graves in the two graveyards.
- 6.3 **Poppy Appeal:** Fundraising has been seriously impacted by Covid and people are being encouraged to donate online.
- 6.4 **Car Parking over Christmas:** MVDC will be waiving parking charges on each of the three weekend in December leading up to Christmas. John Howarth said that in Dorking, the businesses had worked together to fund free parking every Friday from 3pm from 2<sup>nd</sup> October 2020 to 29<sup>th</sup> January 2021 in the town’s car parks. Other towns such as Croydon and Kingston has also raised funds to implement new initiatives.
- 6.5 **Surrey County Council:** Clare Curran said that during lockdown the tips will remain open but libraries will be closed. The Registry Office will remain open births and deaths but not weddings. Social care and highways will also continue working where they can.
- 6.6 **MVDC:** Play grounds will remain open and street cleaning will continue.
- 7 **Next Meeting:** Monday 7<sup>th</sup> December 2020 at 7.30pm.