

THE BOOKHAMS RESIDENTS' ASSOCIATION

Company Limited by Guarantee - Number 10053863

Minutes of the Committee Meeting held on

Monday 7th September 2020 at 7.30 pm

Via Conference Call

Present: Peter Seaward (chair), Chris Pullan, John Howarth, Les Huett, Andrew Matthews, Nick Forrer, Frances Fancourt, Carolyn Elson, Andrew Freeman, Paul Kennedy, Richard Davey, Julia Dickinson, Geoff Tranter, Michael Agius, Monica Weller,

Invited Councillors: Cllr. Clare Curran, Cllr. Roger Adams, Cllr. Elizabeth Daly, Cllr. Metin Huseyin,

Apologies: Cllr. Richard Moyse, Cllr. Nancy Goodacre, Margaret Lawson, Michelle Smith, Cllr Simon Edge, Keith Francis, John Allen, Martin Hollins, Diane Poole, Arthur Field, Marian Williams, David Smith, David Cox OBE, Dan Coffin,

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 **Land Auction: The Garstons and Mead Crescent:** There have been several meetings with some concerned local residents, the BRA and Clare Curran. There are 4 avenues being explored:

2.1.1 **Village Green status:** This is being explored but is unlikely to be approved.

2.1.2 **Long Lease on the Barn Hall Field:** Informal discussions are to be held with MVDC, the idea being the BCA would be the leaseholder and therefore safeguard the field and therefore negate the value of the parcels of land.

2.1.3 **Rights of Way:** Sounds a sensible approach but there are already ROW across the land as it's designated Highways land (although that designation could change, albeit unlikely).

2.1.4 **Asset of Community Value (ACV):** Applications have been submitted by BCA for both parcels of land. Members of the community are encouraged to write to the MVDC to show their support for designating the land as an ACV.

3 Correspondence

3.1 **Chrystie Rec:** Metyn Huseyin updated the meeting on the progress this year on the improvements to the Chrystie Lane cricket facilities and also said he was in discussion with the chair of the football club to further improve facilities.

3.2 **Walking and Cycle Routes: Report from the Sub-Group:** At the last BRA meeting on 3rd August, a working group (councillors and residents) was tasked with:

- reviewing the problems faced by school children cycling to the Howard of Effingham School
- identifying “quick win” projects – compliant with the criteria for Surrey CC’s Emergency Active Travel and deliverable in September 2020 – to help pupils travel in more dispersed, COVID-friendly way.

3.2.1 A few days later, [Surrey CC announced](#) that it had submitted its bid for Tranche 2 funding, and was inviting residents’ input on the schemes to be considered for Tranche 3. Whilst it was disappointing to learn that Mole Valley’s scheme ([near Hookwood](#)) only benefits a small number of MV residents, the working group believes there is an urgent need to find some quick wins if we are to avoid congestion being magnified by parents finding that their only option is to resort to their cars.

3.2.2 Children were able to return to school last week, but now they are mixing more widely, the working group is very keen to keep the whole community as safe as possible by finding ways to provide them with more dispersed, COVID-friendly travel options during the pandemic, which is expected to be with us for some time. Families are finding that they can no longer do things they took for granted, like sharing lifts, walking on site between junior and infant classrooms, and schools have even had to separate their mini-buses into 3 different age groups so children remain in their separate “bubbles”.

3.2.3 The working group has held several productive meeting and has identified:

- simple proposals, deliverable in weeks not months, that would join up and improve cycle provisions around Great and Little Bookham to provide continuous, safe, segregated cycle routes to The Howard of Effingham.
- trickier issues that will require longer-term solutions, so we are inviting Officer input on how to resolve these challenges.

3.2.4 Current activity: Having missed out on Tranche 2, the working group now has the time to seek technical input from officers, and explain to them what’s been considered and discounted to date. Once some professional feedback has been received the group will then be in a position to engage more widely with all stakeholders to share ideas, seek community feedback and to explore what the funding options will be.

4 Group Updates

4.1 Management Group:

4.1.1 **AGM:** Scheduled for 17th September via Zoom. Agenda published and minutes of last year’s AGM ready.

4.1.2 **Finance Update:** Chris Pullan reported that circa £1,760 had been received in subs, which is much less than in other years. He also reported that grants of £1,000 and £4,000 had been received from MVDC for Bookham Mask Tree and Lavender Catering respectively.

4.2 Planning Group

4.2.1 Planning Applications

4.2.2 The Planning Committee had considered 7 applications:

- 9, Murrells Walk - Certificate of Lawfulness for a proposed development in respect of the erection of a front porch and a single storey rear extension to the garage.
- Land at The Garstons adjacent to 1, Stone Hill Close - Nomination to have the land at The Garstons adjacent to 1 Stone Hill Close, Great Bookham as an Asset of Community Value

- 22 Barrett Road, Fetcham - Erection of Single storey rear extension to provide a self contained annex.
- 86, Little Bookham Street - Prior notification for the change of use from office (Use Class B1a) to 1 No. residential unit (Use Class C3) and the erection of a single storey rear extension.
- 35, The Park - Erection of a single-storey link extension to garage to include raising of existing roof with a new dormer bay window to provide additional accommodation, erection of a small pool plant room and extension to rear terrace.
- 48, Richmond Way, Fetcham - Conversion of garage to habitable accommodation. and erection of pitched roof over.

4.2.3 **Planning the Future; Government White Paper**

4.2.4 The Government has published a White Paper called "[Planning for the Future](#)". This sets out a number of proposals to simplify the planning process and pave the way for more housing to be built more quickly.

4.2.5 This includes simplifying the role of Local Plans, to focus on identifying land under three categories – Growth areas suitable for substantial development, and where outline approval for development would be automatically secured for forms and types of development specified in the Plan; Renewal areas suitable for some development, such as gentle densification; and Protected areas where development is restricted.

4.2.6 No one had fully read the White Paper so there was little discussion, but it will be discussed more fully at next month's meeting.

4.3 **Environment Group**

4.3.1 **Litter Pick & The Great British (Spring) September Clean:** Margaret Lawson reported that this delayed event will be taking place between 11th and 27th September. After much thought and discussions with Peter Seaward and others, we have decided to take part as individuals, rather than a group event. Many volunteers have been doing individual litter picks during lockdown anyway and litter-pickers are being asked to keep the bags of rubbish they collect during September and take a photo of themselves with the bags, and forward them to Les Huett. The idea is that a compilation can be made of these photos which can then be put on the website, social media etc. This would publicise the fact that Bookham residents are still doing their bit for the community. Equipment is available from Margaret.

4.3.2 **Wild Flowers:** Margaret also reported that a group of volunteers have been working hard to introduce wild flowers into some verges. When SCC have done the final cut of the year, the mowings need to be collected from the seeded verges. Volunteers are needed to help with raking up the material please. Please contact Diane Poole.

4.4 **Community Group**

4.4.1 **Churches Together:** Nil to report.

4.4.2 **Transport:** Keith Frances sent his apologies but wanted to mention that a revised train timetable started today (7th September) until the Friday 11 December 2020.

4.5 **Communications & Membership Group**

4.5.1 **Communication Activities:** Activities during August/September since last committee meeting.

- Email campaign to support the BCA Garstons Planning Application

- Website and Facebook posts on:
 - Blue Hearts Have Been Planted
 - BCA Garstons Planning Application
 - Claire's Great Bookham Mask Tree
 - Oak Processionary Moth Update #4
 - Middlemead Road Newsletter
 - Bookham Railway Station temporary bus stop
 - AGM Notice
 - Bookham Community Fridge has moved
- The BCA Planning Post was optimised to allow people to complete a form which had boiler plate text which they could edit prior to submission to MVDC. Once "Send" was pressed the email was automatically personalised with the senders credentials and emailed to MVDC. This has encouraged significantly more people to comment and as of Friday 4th September 157 people had commented.

4.5.2 Strategy:

- To keep residents engaged with the BRA
- Maintain membership numbers and subscriptions
- Use Road Stewards and Noticeboards and third parties for physical media.
- Continue with digital communications which is proving an effective engagement channel

4.5.3 To deliver the strategy the Communications and Membership Team shall produce a campaign in print and digital media with the simple headline message along the lines of:

- **"BRA - We are still here for you"**
- **Backed up by: "The BRA needs your support - this is what we have been doing for Bookham"**

4.5.4 **Print media** will consist of:

- Newsletter going to all households. (shorter than usual as we are just focusing on BRA activities) Messages inside on what we have done this year; what the BRA does on behalf of the village; A call to action on payment of subscriptions (including a QR code).
- Newsletters delivered by Road Stewards who will have the option to collect subs as normal / ask residents to drop off subs to their home or just deliver the Newsletter.
- Residents will be advised through the Newsletter distribution whether their Road Steward will be collecting
- Noticeboards will have the "Thank you Essential Workers" poster replaced with a new poster with the headline message; bullet points of news and what the BRA has done this year; call to action including QR code to pay subscriptions.
- Look Local free page with headline message and call to action.
- Bookham Bulletin with headline message and call to action.

4.5.5 Digital Campaign

- Web site home page will be updated with headline message and existing payment button
- Optional Donation Button
- BRA Facebook page updated and cross post to I Live In Bookham
- E-mail campaign – two versions: 1) People have paid 2) People who haven't paid

4.5.6 Additional Membership Payment Options

- If residents are unable to use online payment we can now take payment over the phone.
- Residents can call 0300 030 9890 and the announcement will ask people to leave their name and phone number and a phrase that we can use to identify ourselves when calling back to take their payment details.
- No card details are retained.

4.5.7 **Timeline:**

September

- Produce content
- Plan update to Road Stewards
- Order print.
- Look Local content submitted (free entry submission)
- Bookham Bulletin

October

- Newsletters delivered to Road Stewards.
- Web site, Facebook and phone line message updated.
- E-mail campaigns to those we have identified have and haven't paid.

November

- Follow up email campaign to those who haven't paid.

Under Consideration

- Village collection point for people to drop off cash.
- Gazebo on High Street on a Saturday morning

4.6 **Business Group** - Nil to report.

5 Any Other Business

5.1 **Vehicle Activated Signs:** It was reported that some progress had been made. A joint venture with Fetcham RA, using CIL monies, seems viable. There are some issues that need addressing, mainly as to who should purchase and manage them. Officers at MVDC and SCC suggest SCC should be responsible although further clarification is being sought as to whether SCC would maintain and repair if they were vandalised, and whether the RAs would be able to determine where they are located and when they are moved. A further update will be provided at the next meeting.

5.2 **Unitary Authority**

5.2.1 It was noted that the Government will be introducing a White Paper in the autumn that will invite applications for the creation of new Unitary Authorities (UA). This has already been in the local news with suggestions that there could be one UA covering Surrey, i.e. all 11 district/borough councils, plus SCC, would be dissolved and a new UA created, the idea being a more efficient service.

5.2.2 There are alternative suggestions with perhaps 2 or 3 UAs across Surrey but this would have a significant impact of certain Surrey-wide services such as children's services.

5.2.3 The discussion that ensued covered issues such as loss of local representation and accountability (fewer councillors covering larger areas would probably mean councillors not being able to attend as many meetings, e.g. the BRA meeting, and perhaps limited ability to take on case work); the possible creation of Town and Parish Councils and whether local people could realistically stand to be a councillor as it is likely to be a part-time role with daytime meetings.

- 5.2.4 It was agreed that the BRA's responsibility is to publicise the proposals and encourage residents to respond to the consultation.
- 5.3 **Raising Awareness of the BRA:** Monica Weller, a first-tie attendee, said she had found the meeting really interesting and was pleasantly surprised about the range of issues, etc. and felt the BRA should try and raise awareness to encourage more people to participate. Richard Davey concurred and said it would be a good idea to issue a summary on Facebook, ILIB, etc. the day following the meeting to publicise the more important items discussed, e.g. UAs, the new planning White Paper, etc. Again, this was thought to be a good idea but it needs someone to take responsibility for writing the summary and getting it posted.
- 5.4 **Community Hub:** Clare Curran reported that some tentative discussions had taken place to look at the feasibility of using an empty shop to create a community space for various local groups to meet, etc.
- 5.5 **Blue Hearts:** Frances Fancourt reported that more Blue Hearts would be delivered soon and that more 'rewilding' sites are needed.
- 5.6 **Bookham Station:** Andrew Matthews mentioned that Bookham Station is to be refurbished, and suggested that improvements to the path to the rear of the station should be raised again. Peter Seaward said he would contact the National Trust regarding this.
- 5.7 **Taxi Stand:** It was noted that the illuminated sign had now been switched off. It was also noted that the building had been vandalised.
- 5.8 **Fraud:** Metin Huseyin reported that there is a scam currently circulating whereby unnecessary appliance insurances are being sold to vulnerable people, who find themselves having several policies covering the same items.
- 5.9 **Community Fund:** Metin also raised an issue regarding the lack of security lighting to the rear of a block of flats that Clarion own and manage. Clarion has agreed lighting could be erected but would not fund it. Various potential sources of funds were mentioned – Bookham United Charities, Bookham and Horsley Rotary Club, Lions, etc.
- 6 **Next BRA Meeting:** Monday 5th October 2020 at 7:30 pm.