



WESTCOTT VILLAGE ASSOCIATION

The Forty Fifth Annual General Meeting  
of the Association

will be held at

**Holy Trinity Church, Westcott**

On

**Wednesday 16<sup>th</sup> October 2019 at 7.45pm**



After the formal meeting light refreshments will be served during which members of the Committee will be available for informal discussions



Non-members are very welcome to attend this meeting but will not be able to vote

All Village residents are welcome to join the Association which works on your behalf to maintain and improve our village

The Forty Fifth Annual General Meeting  
of the Association

will be held at

**Holy Trinity Church, Westcott**

On

**Wednesday 16<sup>th</sup> October 2019**

at

**7.45pm**

**Agenda**

1. To adopt the Minutes of the Forty Fourth AGM of the Association.
2. To consider matters arising from these Minutes.
3. To receive and approve the Annual Accounts.
4. To consider matters arising from these Accounts.
5. To elect Officers, Committee members, and the Independent Examiner for the following year.
6. To conduct any other business raised by members relating to the business of the Westcott Village Association

# WESTCOTT VILLAGE ASSOCIATION

Minutes of the Forty Fourth Annual General Meeting of the Westcott Village Association, held on Wednesday 17<sup>th</sup> October 2018 at 7.45 pm in Holy Trinity Church, Westcott.

**Present:** About 100 members with Mr T E Way in the chair.

**Apologies for Absence:** Mr & Mrs Gary Smith, Mr & Mrs Andrew Lewis, Mr & Mrs Anthony Mickle, Mr & Mrs Pat Matthews.

## 1 Minutes

The Minutes of the Forty Third Annual General Meeting of the Association, having been circulated were taken as read and approved for signature.

## 2 Matters Arising

Adrian Robinson asked when his suggested yellow double lines could be placed further southwards in Westcott Street. Cllr. Hazel Watson requested a separate meeting with him.

John Howell stated that the bulbs on the Belisha beacon crossing were still too dim and often dead. Cllr. Hazel Watson promised to alert SCC.

Madeleine Brooks asked when a further Heartstart course might take place. Tim Gowing replied that due to an already full diary for the local paramedics, next year would probably be the next opportunity.

Tim Way commented that, with reference to the Reading Room/ Hut development, the merging of these two charities was technically possible but only with the agreement of both sets of Trustees; Roger Christian replied that this would nevertheless prove extremely difficult to achieve.

## 3 Annual Reports & Accounts.

The Accounts were received and approved.

David Andrews reported that the funds were healthy. A Gift Aid refund of £361 for the year had been received. Subscriptions were up on last year. Subscriptions received after the 31<sup>st</sup> July each year are reported in the following year.

Hugh Parry was thanked for his work as the Independent Examiner.

## 4 Election of Officers and Committee Members.

The following were elected:

- **Officers**

Chairman	Mr T E Way
Vice Chairman	Mr H Broom
Hon. Secretary	Mr T J D Gowing
Hon. Treasurer	Mr E Harland

- **Members**

Membership & Street Stewards	Mrs E Gordon & Mr E Harland
Planning	Mr T E Way & Mr T J D Gowing
Village Diary & Website	Mrs J Astor & Mr S J Day
Gift aid Secretary	Mr E Harland & Mrs E Gordon
Countryside Protection	Mr H Broom
Highways	Mr A Lewis



General

Mrs S M Ede

- **Ex-Officio Members**

Westcott Ward MVDC Councillor J Friend; Dorking Hills, SCC Councillor H Watson

Independent Examiner

Mr H Parry

- **Retiring**

Mr E Wilde; Mr A Barnett; Mr D Webb; Mr H Walden; Mr D Andrews

## 5 Any Other Business

- **Constitution.** Tim Way stated that our current Constitution was 44 years old and a working group consisting of himself, Hugh Broom and Ted Wilde (co-opted) would put forward proposals which would go before the membership.
- **Overhanging Hedges.** A member from Milton Avenue complained about over hanging hedges onto pavements from the Avenue to the centre of the village. James Friend stated that a Payback Group might be able to tackle this problem.
- **Pond by Unum.** Michelle said that the silting up of the ponds was causing problems. Hugh Broom explained that there were problems with the sluice gate which had been solved and spring planting of reeds was planned.
- **Planning.** Lucy from Pointers Hill asked about various applications. The Crown was due to be discussed on November 1<sup>st</sup>. The Cricketers was in limbo over lack of parking. The appeal on Draycote had been refused. A Pointers Hill application was not identified.
- **Speeding Traffic.** Judith Packer asked what progress had been made. Tim Way replied that average speed cameras were being discussed on the A25 between Dorking and Gomshall. In addition, various "street scene" measures were being looked at to calm traffic through the village. Both involved financing and a report would be sent to the Police following discussions with the Director of AONB. Further news was expected by the end of November from the Surrey Hills AONB Office.
- **WVA Meetings.** Some views were expressed about "closed" Committee meetings; Tim Way pointed out that all minutes, after being approved, were placed on the website, that meetings were held now in St John's Chapel rather than private homes, and that open meetings had been trialled. It was generally requested that 4 open meetings a year be held. Some members asked to attend Committee meetings. It was stressed that most of the WVA business was administrative but "accessibility" would be looked at as part of the revision of the constitution. More information was now available on the website which was due for a major upgrading in the New Year.
- **Modest Additions to larger rural Villages.**  
Tim Way opened up discussion on the two planning developments proposed in Westcott. Residents' primary arguments against development were:-

That they did not want to see any encroachment of development into currently designated Green Belt land. The Village survey results from 2013/14 were referred to.

That the council should exhaust all possible "Brownfield" sites before removing land from the Greenbelt.

That serious concerns were expressed about the "sheer weight of traffic" on the A25 into Dorking and its ability to cope with an increase in traffic volume created by the addition of new housing.

That both sites would potentially access the A25 at very dangerous points in the village with poor sight lines.

That the village will have no control over the numbers and type of housing if approval to build on these sites were to be given.

There was a minority at the meeting who supported development and expressed the following views:-

The two sites differed slightly: those supporting development in 18-WC-003 and 18-WC-004 did so on the basis that it was effectively a "developed part of the village" albeit in designated Green Belt land. Those supporting development in 18-WC-001 expressed the view that "this had greater potential to serve the housing needs of the village".

Residents pointed to the much more positive tone of the Westcott NDP and asked that in supporting some development, the nature of any housing development should reflect Para 6.1.6. of the plan defining the types of housing the village needs.

There was recognition that freeing up houses at the top of the chain [by creating opportunities to downsize] will allow others to move up the chain as they need more space for growing families.

A minority of (mainly younger) residents made a strong call to take broader considerations into account expressing concerns over the loss of amenities in the village over the last 10 years, and, if left unchecked, the impact this would have in the longer term on viability of a thriving village community.

At the end of the discussion Tim Way asked for a show of hands of those supporting the proposed developments:

Support for the Westcott House site-22      Support for the Mill Way site-17

- **The meeting was closed at 9.30pm.**

## **Election of the Committee**

**The following have served for the whole or part of the year but have resigned from the Committee during the year:** Mr T Gowing; Mr E Wilde; Mr H Walden; Mr D Andrews; Mr A Meldrum; Mrs J Astor; Mr S Day; Mr A Lewis.

**The following have served for the whole or part of the year and are willing to stand for election or re-election:**

Chairman	Mr T E Way
Hon Secretary	Vacant
Hon Treasurer & Gift Aid	Mr E Harland
Deputy Chairman & Countryside Protection	Mr H Broom
Membership & Street Stewards	Mrs E Gordon
Planning	Mr J Leaver
Website & Facebook, Village Diary	Mr A Copeland
Highways	Mr N Lund
General	Mrs S Ede
	Vacant

Ex Officio: Mr J Friend (District) & Mrs H Watson (County) Independent Examiner: Mr H Parry

Other members wishing to stand for election for the two vacant positions on the committee must submit their names in writing to the Chairman with supporting proposer and seconder no later than 5 working days before the AGM.



## REPORT AND ACCOUNTS for the year ending 31<sup>st</sup> July 2019

### CHAIRMAN'S REPORT

Over the last year your village association has tried to balance longer term strategic issues facing our community, whilst dealing with more immediate ones.

Of the more immediate issues, (some of which you raised at last year's AGM):

- we have held regular Open Meetings and will continue to do so in the coming year;
- we have developed and launched a new web-site which is the envy of other associations, and entered the 21<sup>st</sup> century in the way we communicate with email and Facebook to you our residents;
- we have, with County Council support, replaced the footbridge at the bottom of Westcott Street and
- installed high visibility lights on the A25 zebra crossing;
- we have supported the Church's decision to open up the bank below the Church and will help them to maintain it going forward;
- we have been active in dealing with planning applications in order to ensure that the character of the village architecture and our parking problems are not compromised; and
- we have worked with the Surrey Hills AONB team to identify solutions to speeding problems on our main roads and traffic volumes on our rural byways (albeit that we have not achieved as much as I would have hoped).

Of the longer-term issues;

- we have worked hard to bring the various groups in the village together to find solutions to community problems, most notably in facilitating on-going discussions between The Hut and the Reading Room Trustees to find a way to deliver a community facility which meets the needs of the whole village now, and for many years to come, and, most importantly,
- continue to work to ensure a Doctor's Surgery remains in the village.

In order to support and facilitate this longer term work the Village Association has committed to make a grant of up to £2,500 towards the cost of a planning feasibility study which will form the basis of any planning application which may be put forward in the future.

During the year we recognised the outstanding contributions which two people have made to this community over more than 30 years. Tim Gowing stepped down from the Village Association having been both Honorary Secretary, and, for a time, joint Chairman, and Tom Guilder, who had been the village GP over the same period, retired. The Village Association felt that both these individuals should be appropriately recognised for their work in our community by making contributions to their retirement events, the costs of which are reflected in the accounts.

Following the discussion at the 2018 AGM, WVA formally responded to Mole Valley District Council's Modest Additions to Rural Villages review including commenting specifically on the two land owner proposals for potential sites in Westcott. The delayed progress of the Future Mole Valley Local Plan means that we do not expect to have anything further to discuss at our AGM.

The WVA constitution changes which we consulted residents on last year were lodged with the Charity Commission in April this year. We heard back from them recently with some follow-up requests which we are now addressing. I will provide a further update at the AGM.

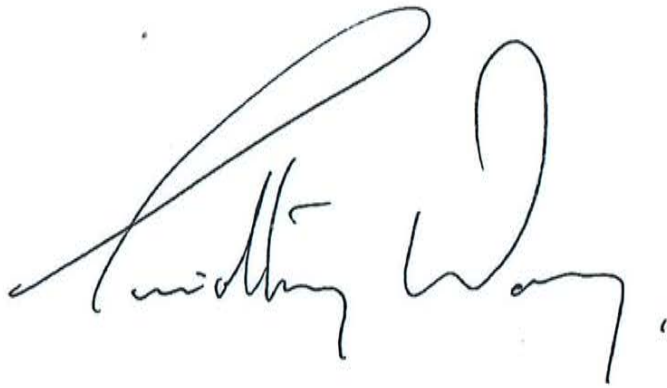
Looking forward to the coming year, the Association will

- continue to support the long-term projects, but will focus more of its resources on addressing immediate village matters.
- be launching a "Local Grant" scheme to support village people, and projects which help the development of our community, details of which will be shared at the AGM meeting, and
- continue to raise funds for capital projects which enhance the physical beauty of our village.

However, there is still a need for us to fill critical positions on the Committee – most notably an Honorary Secretary to support the day to day work of the association, without which, making progress in supporting you the residents of Westcott, becomes more difficult than it needs to be.

I support Edwin Harland's attached Financial Report which shows continuing growth in membership subscriptions and a healthy bank balance which will enable us to support the needs of the village in 2019/20. My thanks also go to Hugh Parry for continuing as Independent Examiner for another year.

My grateful thanks go to all members of the WVA committee who have served this year, for their support and hard work in achieving what we have, and look forward to tackling the future challenges we will face together in 2020.

A handwritten signature in black ink, appearing to read "Tim Way". The signature is written in a cursive style with a large, sweeping initial 'T' and a long, trailing 'y'.

Tim Way, Chairman. September 2019

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
WESTCOTT VILLAGE ASSOCIATION**

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I report to the trustees on my examination of the accounts of Westcott Village Association ("the WVA") for the year ended 31 July 2019.

**Responsibilities and basis of report**

As the charity trustees of the WVA you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the WVA's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the WVA as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Hugh Parry FCA

Address: Mill Way House, Westcott, Surrey RH4 3LB

Date: 21 September 2019



**WESTCOTT VILLAGE ASSOCIATION**

Charity Registration number: 285790

Address: 55 Parsonage Lane, Westcott, RH4 3NL

 Website: <http://westcottvillage.com/>
**FINANCIAL REPORT for the year ended 31 July 2019**

<b>RECEIPTS</b>		<b>2019</b>	<b>2018</b>
		£	£
Subscriptions		3,638	2,219
Westfest		728	942
Donations		-	-
Gift Aid refund		386	361
<b>Total Receipts</b>		<b>£4,752</b>	<b>£3,522</b>
<b>PAYMENTS</b>			
Printing and stationery		3	173
WESTfest		60	65
AGM		132	149
Insurance		134	84
Retirement gifts etc		821	-
Hire of room/storage rental		480	20
Web design and maintenance		1,008	-
Sundry		150	
Subscriptions	CPRE (Campaign to Protect Rural England)	36	36
	Surrey Hills Society	25	25
	GACC (Gatwick Area Conservation Campaign)	-	15
		61	76
Grants	Westcott Sports Club	500	-
	Westcott Women's Cricket Club	200	-
	Bench repairs (Westcott Heath)	725	-
	Sponsorship	100	-
	Printer cartridges for St Johns IT hub	41	-
	Westcott Church floodlights	75	75
	Defibrillator demonstration and running costs	95	287
	Surrey Hills CofE Primary School	-	350
	Sponsorship of Climbing wall at WESTfest	-	250
	Sponsorship of Silent Soldier	-	90
	Donation to Cancer research in memory of Alex Segal (past chairman)	-	500
		1,736	1,552
<b>Total Payments</b>		<b>£4,585</b>	<b>£2,119</b>
Net Receipts for the year		167	1,403
Bank balances as at 1 August		15,253	13,850
Bank balances as at 31 July		<b>£15,420</b>	<b>£15,253</b>

<b>STATEMENTS OF ASSETS AND LIABILITIES AS AT 31 JULY 2019</b>		<b>2019</b>	<b>2018</b>
Current Assets	Bank - Lloyds	15,146	15,093
	Bank - Paypal	274	0
	Cash in transit	-	160
<b>Total Current Assets</b>		<b>£15,420</b>	<b>£15,253</b>
Current Liabilities	Creditors	354	-
<b>Total Current Liabilities</b>		<b>£354</b>	<b>-</b>
<b>Net Current Assets</b>		<b>£15,066</b>	<b>£15,253</b>

Signed by Hon Treasurer on behalf of the Trustees

	Edwin Harland
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Date of approval: 12 September 2019

## **TRUSTEES' REPORT**

### **Structure, Governance and Management**

During the year to 31 July 2019, Westcott Village Association ("the WVA") consulted with its members on the proposal to become a Charitable Incorporated Organisation with a revised constitution. However this process is not yet complete and in the meantime the WVA continues to be administered in accordance with its Constitution dated 1 September 1975.

### **Charitable objects**

According to the Constitution, the WVA *"is established for the public benefit for the following purposes in the area comprising Westcott and District which area shall hereinafter be referred to as "the area of benefit":*

- a) to stimulate public interest in "the area of benefit";*
- b) to promote high standards of planning and architecture in the area of benefit; and*
- c) to ensure the preservation, protection, development and improvement of features of historic or public interest in the area of benefit."*

### **Achievement of objects during the year**

The above objects have been achieved during the year by means of various activities as described in the Chairman's Report.

### **Trustees during the year 1 August 2018 to 31 July 2019**

The Trustees as at 31 July 2019 were:

- Chair – Timothy Way
- Vice Chair & Countryside protection – Hugh Broom
- Treasurer & Gift Aid Co-ordinator – Edwin Harland
- Website & Communications – Andrew Copeland
- Membership & Street Stewards – Edwina Gordon
- Highways – Nicholas Lund
- Planning – James Leaver
- General – Sandra Ede

Additional trustees who served during the year were Joanna Astor, Andrew Lewis, Edward Wilde, Howard Walden, David Andrews, Simon Day and Alistair Meldrum.

### **Financial Review for the year ended 31 July 2019**

The WVA prepares its annual accounts in the form of a Receipts and Payments Account with a Statement of Assets and Liabilities.

In respect of the year ended 31 July 2019, the Society had total receipts of £4,752 less total payments of £4,585, a net inflow of £167. Further detail on the sources and uses of income are contained in the annual accounts and in the Chairman's report.

The WVA operates a policy whereby cash reserves are normally maintained at a level of between approximately one and four years of receipts, taking account of the future needs of the village. As

can be seen from the above figures, the WVA was compliant with this reserves policy at both the beginning and end of the financial year.

**Public benefit statement**

The trustees are of the opinion that they have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Signed by Hon Treasurer on behalf of the Trustees

A handwritten signature in black ink, appearing to read 'Edwin Harland', written in a cursive style.

Edwin Harland

Date of approval: 12 September 2019