

# Agenda, Meeting Minutes and Action Points

## Committee Meeting of The Westcott Village Association

Thursday, 14th January 2021 by Zoom video conference at 7.45pm

1. Apologies
2. Action points from last meeting - led by PRG
3. Verges / pavements A25 through the village: HW to brief meeting on progress/action please
4. Leith Hill Greenway led by TEW
  1. Signage
  2. Wolvens Lane
5. CIL Money Projects – progress reports
  1. Extension of cycleway led by TEW
  2. Community Hall / Surgery led by TEW
  3. Masters House Cafe led by JL
  4. Fibre Optic Broadband led by JL
6. Highways – Noise and Speed watch led by NL
7. Countryside Matters led by HB
8. Planning Applications led by JL
9. Financial Report led by EH
10. Laptops for schools – WVA funding idea led by SH
11. AOB including
  1. Second Defibrillator led by EH
  2. 2021 National Census – To note the date 21 March 2021
  3. AGM – proposed for Westcott Sports Club on 24<sup>th</sup> June
12. Next Meeting scheduled for 11th March

### Committee Attendees:

**On Line:** Tim Way as Chairman, Simon Bradley, Hugh Broom, Edwin Harland, Nick Lund, James Leaver, Sally Hewetson, Paul Goddard

**Also On Line** James Friend, District Councillor,

**Apologies:** Sandra Ede, Andrew Copeland, Hazel Watson

### 2) APs brought forward from previous meetings not completed & carried forward for action:

1. Westcott Walking Tour - will be progressed when copies of the Westcott Local History leaflets are available. Action : PRG
2. Dog Poo Signs have been made and will be put up on Cradhurst and the worst affected footpaths during February/March. Action: TEW
3. JF reported that the MVDC / Surrey CC reporting mechanisms to enable Westcott Residents to record problems relating to roads, footpaths, bridleways and vegetation and progress resolution were now in place. TEW to add County Council reporting alongside MVDC reporting in the January 2021 WVA Update email. Action : TEW

4. WVA Website information layouts etc - potential design and information improvement to be proposed. Action: PRG

### 3) Verges/pavements A25 through the village

As HW had to miss this meeting due to SCC priorities, no real conclusions could be reached. However, JF did comment generally that both SCC and MVDC would be unlikely to take much if any action pending the Owners of land adjacent to footpaths and roads making good first.

TEW agreed that the WVA should contact the Landowners concerned covering both the East and West entries to Westcott and progress with HW pending their reaction. Action : TEW

JF confirmed he had also tabled a question on the subject to the relevant MVDC Committee. Landowner's responsibilities were noted in the answer. He circulated the following text after the WVA Meeting:

**Written public question submitted by Cllr James Friend: – Mole Valley Local Committee – 9 December 2020**

**Question:** The footpath running to the north of the A25 between Milton Court Drive and Westcott House is dangerously narrowed at both head and shoulder height and ground level, forcing pedestrians into the roadway if they are trying to pass another footpath user. This has been reported to County Highways officers who have explained that they have carried out a site inspection and that the issue does not prioritise for remedial or maintenance work at the present time. The County Councillor has explained that the Member Highway Fund allocation is fully committed for this year. Please can the Committee consider how to get this important safety work funded as a matter of urgency as many residents believe that this is pedestrian fatality waiting to happen?

**Response:** The maintenance of the pavement to the side of the A25 has been raised with adjacent landowners who have overhanging vegetation. Mole Valley District Council and Surrey County Council are liaising on any prioritised cleaning and maintenance to the existing pavement. Officers are meeting shortly to determine if this stretch of pavement could be prioritised for maintenance works, and to identify any available funding.

JF is waiting for the response of the MVDC Officers following their meeting and will update the committee when he has one.

#### 4a) Leith Hill Greenway:

It is still the plan in January to discuss proposals for signage and work needed to reduce vehicle speeds at the Balchins Lane / The Rookery crossing of the A25 to reduce risks to Greenway and other Users. This discussion will include Zena Currie, the nominated senior manager at Surrey County Highways. Action: TEW

It was agreed not to overload Balchins Lane with new signage.

#### 4b) Wolvens Lane

No meaningful discussion was possible given HW's absence. It is still unclear as to whether the current temporary closure to motorised traffic

will become permanent - as is the overwhelming recommendation from the WVA. JL/TEW would approach the Parish Councils of Wotton and Capel who have expressed views on the matter, with a view to establishing a common approach/outcome. Item to be carried forward to the next meeting unless HW can provide clarity in the meantime.

Action: TEW/JL/HW

#### 5) Progress Reports:

a) Extending Cycleway from St John's Bridge into the New Development: Matter is with Claire Summers of the Rights of Way Office of SCC who is sourcing quotes. Action: HB will stay in touch with CS

b) Community Hall/ Surgery: It was noted that the separate Surgery / Hut / Reading Room Project Team have applied for a grant from the "Surrey £100m pot" towards the cost of the Community Hall which is part of their Proposal.

c) Masters House: It was noted that a planning application is still outstanding for the site.

Intended next steps with the old bakery are unknown. TEW has been attempting without success to speak to the contact person named Sena, identified by Kam. TEW will try again and in addition query whether power to the battery of the defibrillator on the outside wall of the building is still being maintained. Action : TEW

d) Fibre Optic Broadband: There was a wide ranging discussion on the merits or otherwise of the Albury private network methodology and BT OpenReach. It was concluded that there is no likely option available currently that can improve Westcott speeds and bandwidth at an acceptable cost. No actions or follow up were noted

#### 6) Speeding & Traffic Noise:

NL confirmed the new Radar Speed Gun has been delivered to him. A date was agreed - 1/2 /21 - for NL to train five SpeedWatch Volunteers remotely using a slide show. Pending the success of this, a roll out to other Volunteers would be considered. The aim is to start kerbside monitoring activity as soon as Covid restrictions allow. Action: NL

Use of the layby opposite Holy Trinity can only be used by Volunteers with the agreement of adjoining Residents. NL/TEW to call them. Other agreed Village locations to be confirmed. Action: NL

Note: NL is awaiting confirmation that other elements of this project are being progressed by other parties

#### 7) Countryside Matters:

Nothing of note discussed other than noted elsewhere

## 8) Planning Applications

- i) Dene Farm: Potentially seven dwellings will be built, but a formal planning application has yet to be submitted.
- ii) Nothing to report on anything relating to Masters House or the Cricketers, but both are being monitored.

## 9) Financial Report:

1. c£9,000 cleared funds available after allocating approximately £550 for the Radar Speed Gun, £2000 for the Defibrillator and £1500 for the Christmas lights, tree and signage.
2. The article informing Residents about 'Shopping websites' will be placed in an upcoming WVA Monthly update. In the meantime, the WVA is now an eligible charity for Amazon Smile purchases. Action:  
EH
3. As confirmed in the January 2021 WVA Update from TEW, the proposed amendment to Membership and Subscription rules will be put to forthcoming Open and AGM Meetings for further discussion and agreement.

## 10) School Laptops

Laptops for Surrey Hills School (SHS) : SH briefly outlined a proposal for WVA to fund six laptop personal computers at a cost of circa £1500 to make up the current shortfall that the SHS Team have identified between Pupil need and availability to meet online schooling requirements.

TEW and EH confirmed this proposed funding by the WVA would be within the remit of its Charitable Objectives.

The Meeting unanimously supported the idea - subject to final confirmation from TEW who will discuss the matter with the Head Teacher Jenny Ratcliffe in order to clarify the proposal and resolve various questions raised by the Committee.

Subsequent to the meeting, TEW established the following:

1. The Business Manager, Louise Jeffers, confirmed that as far as she could see from the list of children who need to be provided with laptops all are Westcott families except one who may live in the ward, but it is not clear.
2. The laptops will be the property of the school, and fully maintained by them through their IT service contract. There would be no ongoing cost to the WVA beyond the initial asset cost.
3. The recipient families are required to sign undertakings about care of the equipment and may be liable to a cost for anything other than fair wear and tear.
4. The school is not aware that there are any families who require these laptops who do not have access to the internet; this follows a recent assessment of IT availability amongst families.

5. The school will raise the purchase order, pay for the laptops and reclaim the VAT. The WVA would be asked to pay the net cost of the six laptops.
6. The school put in a request to cover all those in need of equipment, but the government scheme is based on their assessment of the school's need using algorithms and such as number of statemented children - that is those needing special support -, pupil funding and free school meal numbers. As a result, the school received only two of the eight they asked for.
7. At the moment the school is teaching children of "key workers" as opposed to child-minding them which happened in the first lock-down. As a result, lessons are being delivered in school and on-line. Children of non-key workers (who are not in school) and who do not have access to a computer are therefore at a serious disadvantage and will be falling behind.

TEW concluded that this was a sound investment of WVA funds and falls within the Association's objectives and constitution.

Trustees subsequently confirmed the approval of the initiative.

11) AOB:

- a. The Second Westcott Defibrillator has been ordered and will be installed in February in the redundant phone box in The Burrell. EH confirmed he had been able to secure a better model at a better price than previously anticipated.
- b. Date of National Census noted.

Next Meeting: 11th March 2021. TBC whether this will also be an Open Meeting by Zoom.

There being no other business, the meeting closed at 21.20hours.

PRG : 18th January 2021