



Committee Meeting of the Westcott Village Association

9th February 2022 at 7.30pm to 9pm @ Queen's Court, Westcott Street

Agenda:

- 1) Apologies for absence
- 2) 'Review of Operating Principles and Procedures': TEW – 45 minutes split
20 minutes on the paper generally and 25 minutes on projects / priorities
- 3) Call for Volunteers 'Village Needs You' : EH – ten minutes
- 4) Proposal for Notice board Funding : EH – five minutes
- 5) Membership criteria – proposed temporary change to the Constitution: PRG
- ten minutes
- 6) AOB:
 - (i) Open Meeting 10th March 2022 – venue, organisation, agenda
 - (ii) confirm 2022 meeting days / dates / venues

Final Meeting Minutes and Actions Arising:

Attendees: Chair: Tim Way plus Simon Bradley, Edwin Harland, Sally Hewetson, James Leaver, Nick Lund, Paul Goddard

Agenda Item 1:

TEW informed the Meeting that both Sandra Ede and Hugh Broom had decided to step down as Trustees of the WVA and resign from the Committee with immediate effect. PRG to update the Charity Commission website – completed.

TEW thanked both Sandra and Hugh for their valued contribution to the WVA and hoped that both would be able to attend the March Open Meeting. He confirmed he would write to each to acknowledge the thanks of the Committee. Both confirmed they would continue to support the WVA where they could.

A discussion on possible new Committee or Trustee Volunteers took place.

Agenda Item 2:

Comments from the discussion on TEW's revised paper included:

- Paper provides an excellent framework for the Committee to progress
- Consider convening a regular get together of representatives of all Westcott organisations to share ideas and ways of working. An item of

discussion could be a Westcott Website to which all organisations, activity groups, businesses would contribute and replace those currently in place: Action: TEW

- Committee Member needed to take responsibility for communicating information such as news, details of upcoming events, warnings and announcements across the whole range of social media plus the Village Magazine, notice boards and websites. Likely that this position would need to be remunerated but not employed. This is another item to discuss with other village organisations to see if they would support the idea and potentially contribute financially. Action: TEW
- Discuss with the Magazine Editor how the WVA might contribute material in future. Action: TEW
- Community Infrastructure Levy – the WVA and Westcott Residents need a much better understanding of how much funding is available, what the funds can be used for and how to apply for funds. WVA role in this to be clarified. This subject will be covered formally in the Open Meeting scheduled for 10th March. Action: JL
- Committee Meeting Day to continue to be Thursday. Meetings to take place either in St Johns or Holy Trinity. Next Open Meeting will take place in Holy Trinity on 10th March. Note only
- The list of current projects listed in the paper were discussed with the following outcome:
 1. Rather than limiting projects to three, it was agreed that as long as Project objectives are SMART then numbers don't need to be specifically restricted (Specific, Measurable, Attainable, Realistic, Timely)
 2. Speed Watch agreed as an ongoing Initiative
 3. 30mph Count Down signs – to progress –TEW. Note Sven Hughes's detailed proposals for improved road markings and signage have been blocked by Surrey Highways
 4. Refurbish the Dovecote – to progress – SH
 5. Notice board – to progress – see Agenda item 4
 6. Walking Tour – to put back to the Local History Group. TEW to discuss with John Clachan. WVA will still contribute funds if required
 7. Community Garden – not clear what WVA can contribute at present – On hold
 8. Drinking Fountain – not to progress at this time
 9. Installing power to the Green – to progress – TEW
 10. Improving patch of land adjacent to the cemetery – agreed to suggest idea to Westcott Gardeners Club – PRG to contact Alastair Meldrum

List of items potentially to close or progress from 2021 Meeting Minutes to be circulated by PRG for comment and confirmation of status by anyone with something to add. Please annotate the list and return to PRG.

Action: PRG / ALL

A final annotated list circulated to the Committee as a separate file named 'WVA 2021Action List - final 220222'

Agenda Item 3:

The proposal circulated by EH to publish a 'Volunteers Required List' in the next Village Magazine and regularly thereafter was agreed in principle. Amendments discussed and agreed were not to list a Website Co-ordinator pending discussions on a potential Westcott Communications Co-ordinator role but to include calls for Speed Watch and Defibrillator support.

Agenda Item 4:

The proposal to fund a new Notice board to be sited next to the bus stop on 'The Green' side of Guildford Road was agreed unanimously - estimated net cost is £1270 after probable grants of £1750 from SCC facilitated by Hazel Watson. Notice board to be available for Westcott groups to use other than WVA. Every notice to have a 'remove by' date to ensure content is current.
Action: EH to progress with MVDC/SCC and identify potential contractors to do the work.

It was agreed to leave – and continue to use - the two existing notice boards for the time being.

Agenda Item 5:

Whilst the Committee unanimously agreed their full support for a proposal to change the WVA constitution concerning eligibility for WVA membership so all residents become members without paying a subscription, given the outcome of discussions at the 2021 Zoom AGM, it was agreed to put the item on the Agenda of the forthcoming Open Meeting and present and discuss the proposals. The feedback and reaction at the Open Meeting will guide the potential for a formal proposal to be put to the 2022 AGM scheduled currently for 30th June. A slide presentation is needed. Action: PRG / TEW

Agenda Item 6

i) Open meeting 10th March: Venue is Holy Trinity. Zoom will not be available. Suggested Agenda to include:

- Update on actions raised in last Open Meeting / 2021 AGM – TEW/PRG
- Community Infrastructure Levy - JL
- Membership eligibility – TEW/PRG
- Future Mole Valley Local Plan update / next steps including commenting on current Village planning applications – TEW / JL
- Current Projects - update on progress / next steps - 'Project Leaders'
- Potential Future Projects – for information – TEW
- Questions from the Floor
- Diary date - AGM 30th June

Note: Suggested practice run through of meeting content by the Committee on Monday 7th March in Holy Trinity.

ii) 2022 meeting dates confirmed as previously timetabled

iii) SD confirmed he had reached a stalemate with BT Openreach on Broadband fibre improvements. He has 65 residents interested and signed up to installing fibre but BT Openreach now say they have no capability to progress.

PRG 22nd February 2022