



WESTCOTT VILLAGE ASSOCIATION

**Committee Meeting Agenda: The Westcott Village Association
Thursday 12th May 2022, 7.30pm to 9pm**

Venue: Holy Trinity Church

Agenda, lead & minutes allocated:

- 1) Welcome to new Committee Members & Apologies for absence: TEW 5
- 2) Matters in progress – see ‘WVA 2022 Action List 120522’: PRG 15
- 3) AGM 30TH June 2022:
 - (i) Preparation – venue, organisation and to agree agenda, Chairman’s Report, Accounts and Trustees Report: TEW 10
 - (ii) Membership criteria AGM proposal: PRG 5
- 4) WESTfest: Attendance, plan, roles and responsibilities: TEW 10
- 5) Boundary Commission changes: consultation response to submit by 6th June: TEW 5
- 6) Wolvens Lane – status / next steps: JL 5
- 7) Updates from each Committee Member not covered in item 2 above -
 - Planning matters: JL 15 - please read papers already circulated
 - SpeedWatch: NL 5
 - Website / Communications: JA – see written report circulated
 - Finance & Insurance: EH 5
 - Dovecote / Bus stop: SH if needed (in item 2 above)
- 8) Future Meeting Dates – location always Holy Trinity Church
 - AGM 30/6, Committee 8/9, Open 20/10, Committee 8/12. Is there a need for additional one after the AGM to progress anything arising given there will be no Committee Meet?

Draft AGM Papers already distributed.
Additional paper added to this Agenda for item 2

PRG
11th May 2022

Final 12th May Committee Meeting Minutes and Actions Arising:

Attendees: Chair: Tim Way & Simon Bradley, Edwin Harland, Sally Hewetson, James Leaver, Nick Lund, Paul Goddard and Jon Mears Apologies: Jo Astor

Agenda Item 1:

TEW welcomed Jon to his first meeting and thanked him for his interest in the WVA. Jo Astor had given her apologies as this meeting clashed with a commitment she had prior to agreeing to join the Committee. Jo has provided a comprehensive written update commented on in Point 7. All on the Committee agreed it is very pleasing to have Jo and Jon on board.

Action: TEW will speak with Hazel Watson and James Friend as to how to continue to involve them in WVA matters so it is effective and time efficient for all parties.

Agenda Item 2: See Appendix 1 below

Agenda Item 3:

EH requested Committee approval of the Accounts and Trustees Report circulated prior to the meeting. Both documents were agreed unanimously without amendment.

No amendments were specifically requested for TEW's Draft Chairman's Report.

Action: The Committee were asked to send any suggested changes to TEW by 20th June latest. TEW will send his final version to PRG for circulation with the AGM papers.

No additional AGM agenda items were requested.

It was agreed that in principle, the slides used by PRG at the Open Meeting are suitable to support the Membership criteria changes to be proposed at the AGM. The specific proposal will be circulated with the AGM Agenda & papers.

TEW confirmed Holy Trinity has been booked for the evening of 30th June and that refreshments will be served at the end of the meeting.

Action: EH agreed to organise drinks and nibbles.

Membership Subscriptions / donations: after a short discussion, it was agreed that where Street Stewards wanted to carry on collecting subs and being a conduit to Residents in their street then that would be encouraged.

Action: SH to circulate 'street schedules' to each Steward and encourage them to visit their neighbours and urge them to pay donations electronically or by standing order.

Action: JL to instruct SH on potentially using QR codes for setting up standing orders.

Agenda Item 4:

Commitments have been made by sufficient Committee Members to manage the preparation needed for the bottle tombola and for attending / working on the day.

JM will manage the Treasure Hunt on behalf of SH on the basis his stall is placed adjacent to the WVA stalls. SH to give JM the materials required and provide training as necessary.

Actions: TEW

- i) to confirm stall locations with WESTfest Team
- ii) to advertise for bottles in the Village Magazine & via social media

Agenda Item 5:

TEW noted the consultation response deadline for Boundary Commission proposed changes.

Actions: TEW will

- i) Ask that the proposals are added to the agenda for the next Resident's Associations Meeting with MVDC in w/c 16th May and
- ii) Submit WVA Committee feedback using his draft note as a basis and
- iii) Circulate this feedback to the WVA email list requesting individual residents submit any concerns they have in time for the deadline

Agenda Item 6

PRG noted that WVA Objections submitted to Surrey Highways opposing the decision to allow motor bikes to continue to use Wolvens Lane had been acknowledged by Daniel Williams, Senior Countryside Access Officer. DW confirmed he would write again 'when further information is available'.

A copy of the Objections has been sent to Hazel Watson for information.

Action: PRG to write again asking what HW will actively do in support of the clearly documented support that Westcott Residents have given to these Objections.

Agenda Item 7:

Planning Matters: Key points highlighted by JL from the papers he circulated in advance were:

- i) MVDC have proposed changing the rules so CIL monies would not be available to Non-Parish areas like Westcott to allocate to projects they wanted locally. JL attended the meeting where this was discussed and

was able to persuade MVDC to reconsider this detrimental and worrying change. TEW will also table an agenda item to discuss this at the forthcoming Residents Associations meeting with MVDC

- ii) The possible allocation of CIL to the 'School Lane Pedestrian Way' idea being looked at by James Friend would use up the existing pot. No other ideas to apply for CIL have been submitted to the WVA Committee to date
- iii) Dates for Hearings on the Local Plan have been published with those for Dorking and Westcott set for 11th and 12th October. JL will continue to monitor developments.
- iv) That Planning Applications are taking a long time to determine and are therefore difficult to track and of concerns that MVDC Planners are allowing developments in the Green Belt that they should not be. JL/TEW with James Friend to meet Piers Mason to discuss this matter formally and see how the relationship and understanding can be improved.

Speed Watch: NL confirmed that no Volunteers had come forward from the School. It was noted that this is disheartening and disappointing to other Volunteers.

Action: SH to use whatever contacts she has to urge School related Volunteers to come forward and take part.

Action: NL to investigate with Sven having a secure code locked cabinet for the scanner so the scanner is safe but accessible when it is to be used.

Communications: In advance of the meeting, JA circulated a comprehensive summary of her activity to date. A particularly important trial was – at short notice - using an online survey / polling tool for the Wolvens Lane question with impressive responses and results.

JA has requested more Committee Members use social media to enhance the coverage but those not using it currently are wary and do not want to start.

Finance & Insurance: EH updated the Committee on the terms of the WVA Insurance renewal. The key benefits of the policy relate to public liability and employers liability. All agreed the terms were understood and acceptable given the cost of alternative arrangements. It was agreed to discuss insurance relating to the Christmas tree nearer the time.

On finances, EH noted that subscriptions had held up well thanks to SH's work as Membership Secretary. In particular, Gift Aid had increased to £500 as a result of her efforts to persuade members to sign up - at no personal cost. EH reiterated however, that every year people leave the village or cease to be members for other reasons meaning there is always a need to replace their contributions merely to maintain revenue levels.

A discussion took place about once again publicising what the WVA had achieved recently – with and without incurring costs – in a flyer / publicity board to use at WESTfest to assure potential subscribers / donors.

Action: TEW to draft and circulate for comment

Broadband: SD expressed his frustration with BT Open Reach who having said it could do nothing previously has now requested the information to progress something! He will do what he can.

Agenda Item 8:

2022 meeting dates confirmed with Holy Trinity as the location. (Note that subsequently, potential changes were identified as required for September and October) An additional informal meet (in PoW?) soon after the AGM was agreed in principle. Date tbc.

PRG

24th May 2022

Appendix 1: List of Minutes / Actions in progress.

Date / Meeting / Items to note, listed recent to earliest.

Updates in red ** items will be removed for next meeting / update

• **Recent Others:**

1. TEW confirmed that the Westcott Gardeners Club will install two additional posts and a polite notice on the patch of grass next to the Cricketers.
2. May 2022 Magazine Article – note wording sequence is misleading – any feedback or communication resulting from it? **Noted ****
3. Defibrillator registration? TGowing email 11/4/22. **Completed ****

• **10th March 2022 Open Meeting**

1. Update on school related transport and parking matters – Elisa Davey question – discussion needed with JF as Councillor and School Committee Chair. **Agreed – PRG to contact James Friend to try to facilitate**
2. CIL monies ideas – next steps? PRG question: do we need a separate sub-committee looking just at eligible ideas to progress? **To reconsider once School Lane project is progressed**
3. Broadening involvement in the WVA – slides / approach to agree for AGM – PRG. **Done – see meeting minutes ****
4. Residents' knowledge or otherwise with Local Plan status – resolved? **Yes ****
5. Volunteers coming forward as a result of the article in the Village Magazine? **Some, more needed ****

6. Queen's Platinum Jubilee arrangements tbc – tree etc. **Decided against anything on Village Green during the Jubilee. Support for JM idea to provide the Green Westcott Garden with appropriate plants / trees when they are ready to accept them**
7. Any progress at the Cricketers following the s215 Notice from MVDC? Next steps? Need to update Martin Finnis, resident of Heath Rise who asked for WVA support in making improvements. **JL has established that MVDC have issued the s215 notice requiring works to be complete to their satisfaction by 8th July. MF made aware by PRG**

- **9th February 2022 Committee Meeting**

1. Regular 'get together' to consider for all Westcott organizations – share ideas and information etc. **TEW – c/f**
2. New notice board – Funding agreed – planning status tbc. Note the two boards removed from the Mace shop are in storage at Holy Trinity Church. **EH progressing. New board due for delivery soon**
3. Improvement of land adjacent to the cemetery – to discuss with Alistair Meldrum – PRG – **c/f**

- **2nd December 2021 Committee Meeting**

1. Vicarage – CIL status & parking request? Ongoing watching brief. JL involved with Diocese over Planning Application. Application still being considered. JL to cover in his update in future ******
2. CIL projects – hand rail on the footpath to Guildford Road from Furlong / Bailey? To confirm how to progress – use as a pilot? **–covered by 10/3/22 point 2 above ****
3. Dovecote & Bus stop maintenance – Karen Brimacombe email 12/4/22 refers **TEW to progress (post meeting KB confirmed it is a MVDC asset so meaning a responsibility to maintain it but she said no funds were available. SH to obtain quotes for very necessary remedial works which the WVA might be able to fund direct or apply to other possible local sources)**

- **14th October 2021 / Open Meeting**

1. School Walking Bus – Any further WVA involvement needed? Not really a viable solution. School website indicated they would trial in April / May using Westcott Sports Ground for parking – status / feedback tbc **PRG to cover in 10/3/22 point 1 above**
2. Signage and road markings – improvement needed especially in the vicinity of the school – status? Sven Hughes report – status? Surrey Highways have dismissed all proposed actions. Remove after discussion with Sven Hughes **BUT?? PRG to confirm status with SH**
3. Parking Restrictions – Application for double yellow lines on the top part of Westcott Street just below the village store – status? Broomfield Park and Pointers Hill problems – any action needed? County will issue consultation notice at the next review date. **Watching brief**

- **14th October 2021 / Committee Meeting**

1. Countdown Signs – status? Is any work on trying to extend the speed limit not worthwhile / likely to succeed? **Ongoing project TEW and NL to progress**
2. Christmas tree – discussion with MVDC as to whether to plant a permanent tree on the Green? Damage done to the Green this year means we need to think about future plans. To discuss and agree at the AGM later in the year. **Discussed at 12/5/22 meet. Conclusion is to repeat what done in 2021 but with equipment / methods that will not damage the Green ****

- **2nd September Committee Meeting**

1. Letter to Paul Beresford to ask for support /action to reduce motorbike noise – Another letter to be sent now requesting update – **Action PRG Letter to Sir PB required asking what progress he is making.**
2. Collective complaint / request needed? Other A25 villages to write to? Maybe copy letters to Parish Chairs and ask them to write too? **PRG to copy letters to local Parish Chairs**

- **AGM 24th June 2021**

1. Working Party suggestion to look at and consider how to attract younger people from Westcott to volunteer for community roles and the WVA – see 2/12 Meet above JL and Kevin Foo progressing. **Completed ****

- **13th May 2021 Committee Meeting**

1. Westcott Walking Tour – Leaflets available – next steps Push back to History Group – **TEW in discussion with John Clachan.**
2. Verge / Hedge maintenance – status? **Needs to be kept under review annually. Next time – September 2022 ****
3. Litter pick organized for 24/7/21 by JF – do again in 2022 several times? Agreed. Should diary two this year in conjunction with JF. **PRG to contact JF to agree if / how to progress**

- **11th March 2021 Committee Meeting**

1. Problem reporting mechanisms to MVDC & SCC – guide to be written and published to help Westcott Residents and to emphasise WVA has an interest but not a responsibility Draft has been prepared. **PRG to conclude and circulate**

PRG updated as at 11/5/22 – to update as part of the Minutes on 12/5 Meet
Done in red

PRG 24th May 2022