



**Revised Committee Meet Agenda: Thursday 1st September 2022,
7.30pm to 9.15pm at Holy Trinity Church
Agenda, lead & minutes / cumulative minutes (total of 105)
And Minutes and Action Points arising**

- 1) Welcome to new Committee Members & Apologies for absence: TEW 5
- 2) Matters in progress – see Appendix 1 attached including matters arising from the AGM : PRG 10 / 15
- 3) Community Fridge: status & next steps: SH 5 / 25
- 4) Boundary Commission changes: see paper circulated by TEW: TEW 5 / 60
- 5) Moving to a Parish Council: All 10 / 35
- 6) CIL Projects including feedback on discussion with MVDC and potential projects – led by JL but to include: 15 / 50
 - Rethatching / repairing the bus stop & dovecote – JA
 - Walking surface around Cradhurst - TEW
 - Electric Vehicle Charging Points - JL
 - School Lane path widening - TEW
- 7) Anti-social behaviour problems: TEW 5 / 55
- 8) Wolvens Lane – status / next steps: JL 5 / 65
- 9) Mole Valley Local Cycling & Walking Infrastructure Plan: see paper circulated by TEW. TEW 5 / 20
- 10) Updates from each Committee Member not covered above –
 - Planning matters: JL 10 - please read papers to be circulated
 - Highways: NL 5
 - Website / Communications: JA 5
 - Finance & Insurance: EH 5 / 90
- 11) Westcott Sports Bonfire – confirm what WVA requested to do: HW 5 / 95
- 12) Meeting Dates @ Holy Trinity Church: Open 3/11, Committee 8/12. To discuss an additional date before the Open Meeting
- 13) Appointment of a new Chairperson – next steps 10/105
- 14) AOB

PRG 28th August 2022

Final 1st September Committee Meeting Minutes and Actions Arising:

Attendees: Chair: Tim Way plus James Leaver, Nick Lund, Howard Walden, Paul Goddard with James Friend in attendance.

Apologies: Jo Astor, Edwin Harland, Sally Hewetson, Jon Mears,

Agenda Item 1: TEW welcomed Howard to the meeting and thanked him for his interest in the WVA and for volunteering to rejoin the Committee.

Agenda Item 2: See Appendix 1 below, updated in red for what was discussed, progressed and agreed at the Meeting

Agenda Item 3: **Community Fridge:** An update from SH was circulated before the meeting. Preparations are in hand for a Monday 12th September start date at St Johns. Action: SH to provide publicity material required to JA for social media posts in advance of the 12th September.

Agenda Item 4: **Boundary Commission:** The decision to change to the previously discussed enlarged Leith Hill ward with three Councillors is expected to be confirmed in early September and then go to Parliament to be agreed for the next elections in 2023. Note only.

Agenda Item 5: **Parish Council:** After some discussion those present concluded that given the likely two year timescale for the preparatory work needed to get to a point where consultation and formal consideration of a proposal to change to a Parish Council in Westcott can take place, it is the right decision to start this work now. It was recognised that currently the primary concerns centre around the addition of a Precept on the Council rates, but given the move to an enlarged 'three Councillor ward' and the possibility of a Surrey Unitary authority, the background could be very different within a few years. Starting the preparatory work now will at least allow the option to change to be considered. All Committee members present agreed to this. EH noted separately, he supports the principle of becoming a Parish Council.

TEW volunteered to lead the scoping work and PRG expressed an interest to be involved too, contingent on passing the post of WVA Secretary on to someone else. The Open Meeting in November to be used to set out a possible timeline of work with an appeal for other interested individuals to join a working group. Action: TEW/PRG

Agenda Item 6: **CIL Projects:** JL updated the meeting on discussions held with MVDC about the ongoing allocation of CIL monies and the potential for the WVA to lose control and influence on monies generated from Westcott developments. Though a final solution has not been agreed, JL is to attend a CIL Working Group meeting later in September where the matter will be discussed further. What will help is for JL to be able to table a list of potential eligible Westcott projects supported by as much detail as possible - at least a brief description of the project, a summary of the benefits for the Westcott community and the likely project cost.

Ideas to date include:

- Re-thatching / repairing the bus stop & dovecote – JA is progressing
- A permanent all weather path around Cradhurst Recreation Ground – see Village Magazine – Richard Packer progressing
- Electric charging points for use primarily by residents who are unable to park their vehicle next to their house and use their own electricity supply – James Leaver progressing
- Building a safe path up School Lane for children / School visitors to use – James Friend progressing though given both the likely unsympathetic looks of a concrete wall and the high cost of the scoping works, this project is probably not viable

Following on from his reference to CIL projects in the September Village Magazine, TEW to write to the senior representatives of the main Westcott Organisations asking them to consider and submit ideas suitable for a CIL funding application to the WVA to be used in discussions with MVDC.

DONE 5/9/22

Agenda Item 7: **Anti-social Behaviour:** TEW made attendees aware – with examples – that the standard of behaviour of some young teenagers in the village is deteriorating. In addition, there have been what appear to be several drugs related incidents which have involved the Police. Note only.

Agenda Item 8: **Wolvens Lane:** No response has been received from the letter of objection dated 4th May 2022 to the SCC proposal to allow motor bikes to use Wolvens Lane without restriction. Next steps: 1) a request to SCC to confirm the current status be asked for their response. 2) A letter to Hazel Watson asking for her support given the result of the Westcott poll.

Action: PRG

Agenda Item 9: **LCWIP:** The Meeting quickly concluded that the published draft MV Cycling and Walking Plan was neither carefully thought through nor drafted by someone who knew the village or surrounding area. TEW has written to MVDC requesting an 'in village' meeting and discussion on the plan but has had no reply. Note only.

Agenda Item 10: **Updates:**

A) Planning: The independent examination of the Local Plan is ongoing. Specifically the Inspector has asked for confirmation of the exceptional circumstances for releasing the Mill Way site from the Green Belt and whether the development could take place without this release. The WVA view to be explained to the Inspector. Action: JL – **DONE 7/9/22**

Separately JL, TEW and JF met with senior MVDC planning representatives to discuss recent MVDC planning decisions which the WVA view as lacking consistency. The meeting should improve the relationship and improve understanding of each other's point of view.

The Cricketers & the S215 Notice for improvements from MVDC: MVDC have confirmed to JL that the Landlord has not fully complied with the S215 Notice and the matter is now subject to legal action. The WVA to await developments and can do no more at this point to progress or conclude the matter.

B) Highways: Actions NL

All ongoing Highways matters & 'wants' to be put into one letter to SCC Highways to try to progress them or conclude them.

Discuss transferring the administration and management of the Speed watch programme to a willing resident. Action: TEW & NL.

Note no activity took place in August.

Speed watch observation points at the Village Green and opposite Holy Trinity are considered worthwhile to continue with. Note the other two at the Crown and at the top of the hill by Westcott House are not considered worthwhile. Consider and apply for permission to use the Bus Stop at Balchins Lane on the main road even though it is a 40mph speed limit.

C: Finance: Note

EH is actively researching options for the WVA insurance to cover the Christmas tree.

The WVA currently has cash and cash equivalents of £12.5k. YTD subscriptions are circa 7% down on the same time last year. Those who paid a subscription last year but not this year to be contacted

Agenda Item 11: Bonfire Night: HW is awaiting a discussion / confirmation of a proposal on the Bonfire. No one present at the Meeting was in favour of the WVA organising or managing the event. The request at the AGM had been for the WVA to underwrite the event. Given what would be involved, the meeting concluded that it was unlikely to be organised in time this year but HW to review and come back with proposals. Action: HW

Agenda Item 12: Meeting Dates: Doodle poll to circulate to try to fit in a meeting before the Open Meeting to discuss / consider Agenda point 13 below & any other business as preparation for the Open Meeting. Action: PRG

Agenda Item 13: Succession Planning: TEW confirmed his intention to step down as Chairman by the year end and that finding a replacement is now a priority. TEW to document the current Committee structure and how the WVA operates but pointed out that how a new Chairperson ran the organisation was up to them to determine with the committee. The document will be a guide for the Committee and potential interested candidates.

Action: TEW. **DONE 7/9/22 & circulated to Committee members & Councillors.**

TEW to formally announce he is stepping down in a note to other Westcott Organisation Leads & in the October Village magazine. Action: TEW

Agenda Item 14: AOB: TEW confirmed to JF that the WVA has agreed to the request from Surrey Hills All Saints School to part fund their Open Day

advertising campaign. JF to confirm whether VAT incurred can be reclaimed by the school / GST so only the net of VAT cost needs funding.

DONE: Simon Coles confirmed on 7/9/22 that the VAT can be reclaimed.

Meeting finished at 9.25pm

PRG 7th September 2022

Appendix 1: List of Minutes / Actions in progress.

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

Comments in red added since document last circulated

• Recent other items

1. Village Green bench in disrepair – MVDC responsibility – if the WVA want the bench removed then we need to inform JF who will arrange for MVDC to remove it. **JF has arranged for MVDC to remove the bench**
2. Bench around the Village Green Tree - cleaning / maintenance proposal to be confirmed - JM
3. Unum bus – could it run to and from Westcott? Contact Unum = as part of Jakki Phillips' suggestions – **NL to follow up with Unum**
4. Westcott Village signs – repair and reinstate. Vegetation to be controlled too. NL to consolidate all Traffic / Highways matters into one letter to either progress or conclude – **NL to consolidate and agree with TEW**

• AGM

1. Double Yellow Line application for the top of Westcott Street – WVA to try to establish the status of this application and the likely timescales to completion. **TEW to write to HW to seek clarification. DONE – HW confirmed the request is due for consideration in mid 2023**
2. Could WVA reconsider attempts to extend the 30mph boundary and to install three two one countdown signs – see outstanding item from 14th October 21 Meet – **NL to include as part of item 5 above**
3. Volunteers urged to come forward for Speed watch duties – any come forward? **None to date**
4. Could an Electric Vehicle Charging Station be installed for those with no immediate street parking available – **see CIL ideas**
5. Can the WVA organise / support / underwrite a Westcott Sports Club Bonfire Night? **On Agenda 1/9 – see status in the minutes**

• 12th May Meeting:

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 – **PRG confirmed with Alastair Meldrum that the WGC are trying to progress. Remove from next action log.**

• 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.

Discussed with JF who was of the view that parking was a particular problem on Pointers Hill when the Crown was being redeveloped and ceased to be once the building work finished. School staff park on site so it is not a school problem. The walking bus is in operation and helps a little. **To keep monitoring at start of new school term**

2. Queen's Platinum Jubilee arrangements tbc – tree etc. Decided against WVA organising 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. **NL to discuss with the GWG team.**

- **9th February 2022 Committee Meeting**

1. Regular 'get together' to consider for all Westcott organizations – share ideas and information etc. TEW – c/f

- **2nd December 2021 Committee Meeting**

1. 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) **see CIL ideas Agenda point 6**

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

1. 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. PRG to confirm status with SH
2. Countdown Signs – status? Is any work on trying to extend the speed limit not worthwhile / likely to succeed? **Part of NL Highways round up**

- **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. **Discussed in Committee with JF. Conclusion was that little can be gained in the short term by doing this. Higher Speed Watch activity levels providing data to the local police is a much more likely way to attract attention and action.**

- **13th May 2021 Committee Meeting**

1. Westcott Walking Tour – Leaflets available – next steps Push back to History Group – TEW in discussion with John Clachan. **History Group to progress – remove from action log.**
2. Litter pick to be organized for **Saturday 12th November @ 10am. JF has organised the equipment. WVA to publicise to maximise attendance.**
Action: JA

PRG 9th September 2022