



**Committee Meet Thursday 2<sup>nd</sup> November 2023,  
7.30pm to 9.00pm latest at Westcott Village Hall – Side Meeting Room**

**Agenda:**

- 1) Apologies - received from Sally Hewetson
- 2) CIL applications and MVDC CIL funding allocation criteria
- 3) Decisions on WVA funding for school concert & school marketing – see papers
- 4) Event planning / committee commitments to confirm
  - WESTfestivity, Christmas Tree, Carols around the Tree
- 5) Matters to be specifically discussed and any further action agreed:
  - Prince of Wales (PoW) – confirm current position & any action required
  - Sondes Place Inspector's Review
- 6) Pavement Review - PRG
- 7) Updates from each Member in turn on any other current and ongoing matters: – please circulate any written reports to all members if possible before the meeting
- 8) Review of last Meeting Minutes – discuss ongoing matters not concluded / discussed elsewhere
- 9) Committee membership – intentions of current committee. New Committee Members – any interest? Who to target? All
- 10) Confirm December 6<sup>th</sup> Open Meeting - venue / requirements
- 11) Discuss and confirm proposed 2024 meeting dates as circulated in September meeting minutes as follows

Committee Meet on Thursdays unless stated:

18th January, 2nd February, 21st March – Open Meeting, 23rd May

27th June – AGM, 18th July – AGM wash up, 12th September, 7th November

5th December – Open Meeting

- 12) AOB

PRG 31<sup>st</sup> October 2023

**Agenda Item 2**

- The meeting noted that the application submitted by the Westcott Education Trust (WET) for a Play Slope and 'Forest School' at the Surrey Hills All Saints School (SHASS) using Community Infrastructure Levy (CIL) funds was only partially successful. The Forest School

element has been agreed to be progressed by the MVDC Committee at a potential cost of £8k. The WET is submitting a final proposal for sign off. Note only

- A CIL application has been made by the WVA for funds to replace the speed sign outside Holy Trinity following an encouraging meeting with Nigel Pond, SCC Road Safety Engineer on 4<sup>th</sup> July. We understand this is being progressed but following feedback from Cllr Magesh and following a meeting with the MVDC CIL Officer, it is not clear what criteria MVDC Committees are now using to assess bids and what monies are available. Clarity to be requested from Cllr Magesh in the first instance. Action JL
- For the record, the Committee again discussed current and potential CIL pipeline bids and noted next steps as follows:
  - WET application for activity slope and forest school at SHASS – being progressed by Peter Hewetson with the school
  - A new digital speed sign – CIL application submitted by NL 2/10/23
  - To cover the cost of necessary repairs to the Dovecote and Bus Shelter including renewing the thatching. Note this is a MVDC asset which has not been maintained – JA leading. Potentially helpful material to be sent to her for completeness – Action: JA/All
  - To provide for a permanent, safe hole in the ground into which a Christmas tree trunk can be slotted. JL to progress
  - Installation of EV charging – NL and JL pursuing with SCC, Clarion and others
  - Possibility of car club scheme – NL and JL pursuing with SCC and others

Projects shelved at least for the foreseeable future:

- School - improved pedestrian access along School Lane
- School – all weather surface
- Refurbishment grant for our village hall
- Bike racks, larger bins on village green
- All-weather track on Cradhurst recreation ground
- Electricity supply on the Village Green
- A key lesson is that any CIL proposal paper wanting WVA support in future must be available for review and comment before being submitted to MVDC. Note only

### **Agenda Item 3:**

- A proposal to donate £500 to SHASS as a contribution towards their recent Open Day marketing publicity costs was agreed unanimously. Action: EH to communicate this to the School Team and make payment
- A proposal to donate £250 towards underwriting the costs of SHASS concert planned for December 7<sup>th</sup> was agreed unanimously. The organisers / school will be asked to consider sympathetically any requests from parents of children at the school needing financial assistance to attend. Action: EH to communicate this to Jan Way

### **Agenda Item 4:**

WESTfestivity 18th November:

- Donations for the tombola required as few received to date. Items will be purchased if not enough are donated. Jon & Mum and the Prince of Wales are additional drop off locations.
- Committee attendance agreed to cover set up and operation of the stall on the day 9am-12noon: Sally and James 12noon to 3pm: or as required: Nick and Jo
- Ticket prices - Last year they were 50p each or 12 for £5. This year the prices need to be decided on the day when quantity / quality of tombola items is assessed. Note.

Christmas Tree:

- The Committee again expressed an ambition to transfer the responsibility for organising the Tree to a separate dedicated Village Team but with finance still organised by the WVA. Recent pleas for Volunteers have led to some offers but not nearly enough. Pleas to be repeated via another WVA Email Newsletter. Action : JA/JL
- The tree will be delivered at 10am Saturday 2<sup>nd</sup> December and then put up. To date a small Team only are available. More needed please. Residents to Note
- JL has confirmed that Hugh Broom will assist in creating the hole and providing a platform from which to decorate the tree.
- JL will circulate to Residents details of trees available to buy from Peter Read and to be collected on the Green between 10am and 11am on 2<sup>nd</sup> December. They can also be ordered at WESTfestivity. Action: JL
- Lights to be prepared for use circa 28<sup>th</sup>/29<sup>th</sup> November so PRG can help Action: EH
- Tree and decorations to be taken down on Friday 5<sup>th</sup> January: Note

Carols around the Tree

- Organisation is with others outside the WVA. The WVA will publicise the event using social media and direct emails and the Committee will help

at the event as required. New date now Friday 22<sup>nd</sup> December at 6pm.

Note only

### **Agenda Item 5:**

- It is noted that the Prince of Wales has reopened for which the WVA are grateful and excited. Note only - the Committee to monitor ongoing
- Sondes Place Planning Review has begun. We note the efforts of both MVDC generally and of the Mickleham, Westcott and Okewood Councillors specifically in putting forward opposition to the proposals. The Committee agreed that JL should write to the Planning Lead, Cllr Margaret Cooksey to comment on the possible implications of a letter we have seen. Action: JL DONE

### **Agenda Item 6:**

- PRG has shared correspondence with Cllr Magesh about the pavement condition and safety on the A25 from Balchins Lane to Dearleap. It is clear that some action is needed. Plan will be agreed with Cllr Magesh and progressed. Action: PRG
- Landowners adjacent to all other pavements which are adversely affected / made narrower by vegetation / soil to be approached to agree / persuade action to be taken to improve safety. Action: PRG

### **Agenda Item 7:**

Noteworthy comments:

1. The Treasurer noted that the WVA has circa £13k cash in the bank including a welcome recent receipt of over £1,200 from Westcott Wives for which the WVA has given thanks. Note only
2. JL has once again reminded MVDC that an investigation into the activities of the Westcott Kitchen is still outstanding. MVDC has confirmed staff absence has hampered progress and have asked WVA to be patient while they try to progress an investigation asap Action: JL to continue to chase / monitor
3. The Diocese appears to be progressing with a solution for a suitable house for Tim Armstrong and his family. It is not clear what the resulting plans for the current Vicarage site will be. Action: JL to continue to monitor
4. AONB Boundary Consultation: WVA submitted their written representations by the deadline of 23<sup>rd</sup> June. Awaiting next steps from the AONB Committee. Note only
5. It is with delight that NL confirmed that Chris Dale has agreed to take on responsibility for leading the Westcott Speed Watch Team. A re-launch is planned. Volunteers are welcome to join and play their part in

achieving speed and noise reductions in the Village and the safety and social benefits this confers. Action: NL to progress

6. Following concerns raised by the WVA, Cllr Watson has confirmed that a replacement 20 minute parking restriction sign has now been installed relating to the kerbside / road outside Westcott Food & Wine / old Balchins Stores. A request to repaint the white lines on this road has been made – completion date to be confirmed. Action: NL to continue to try to progress to a conclusion
7. Rose Cottage parking: driving over a pedestrian crossing to access parking is not permitted. Consider next steps to conclude on this problem. Action: NL
8. Actions to progress / comment on other actual / potential planning applications were discussed and agreed. JL to progress - DONE.
9. Local Cycling and Walking Infrastructure Plan: JL had circulated details to the Committee in early October about the stage 2 feasibility work set to take place on this plan. There is a proposed 12 month public consultation undertaken by SCC in which it is important that the WVA and Westcott Residents take a full part. The indicative capital costs for potential cycling and walking infrastructure are significant and it is important that Westcott takes its full share of any future benefits and investment. Next Steps to be researched to achieve this. Action: PRG
10. Representations had been made on behalf of the WVA – and separately by the Westcott Village Hall Trust – in response to the Mandatory Review of Polling Districts and Polling Places carried out by MVDC ending 3<sup>rd</sup> November. Action: PRG to send WVA response to JA to place on the website DONE

### **Agenda Item 8:**

Carried forward from last meeting:

- SH enquired as to whether the WVA could give further financial support to the Westcott Village Hall Trust in order that WVHT Trustees can fully research and present options / proposals for The Hut / Village Hall sites. SH to submit a written proposal in support that the Committee would consider sympathetically. Action: SH

### **Agenda Item 9:**

- There was no time available to discuss this item in detail but the current Committee will continue to try to identify and attract new Members
- The message will be repeated wherever possible in suitable WVA Committee newsletters
- It is noted again that the Treasurer and possibly other members of the current Committee are standing down at the next AGM

### **Agenda Item 10/11:**

- Open Meeting confirmed for St John's on Wednesday 6<sup>th</sup> December in the style used in March 2023. ACTIONS: Zoom discussion to organise in the week before to agree final details- PRG. Organise drinks- EH. Note that NL has had to miss the meeting due to unavoidable work commitments
- 2024 meeting dates agreed as follows: 22<sup>nd</sup> February, 21<sup>st</sup> March – Open Meeting, 23<sup>rd</sup> May, 27<sup>th</sup> June – AGM, 18<sup>th</sup> July – AGM wash up, 12<sup>th</sup> September, 7<sup>th</sup> November, 5<sup>th</sup> December – Open Meeting. NOTE
- Note that the Zoom facility to be considered for at least the AGM to enable those who cannot attend in person to participate
- Circulate diary dates for digital calendars – Action NL DONE

### **Agenda Item 12:**

- EH confirmed he was not aware of any further progress by the action group looking at additional and better ways to reduce the amount of dog waste left on paths and footpaths in and around Westcott. NOTE ONLY
- All agreed that having lockers available for such as the WVA to keep equipment and stores in one place – tombola equipment, Remembrance Day poppies for instance, Christmas Tree Lights, PA System – would be useful to request in any proposed Westcott Community Centre. Action: Comments needed on the WVHT consultation response
- Gatwick Extension Consultation: There was no appetite amongst the WVA Committee to get involved in making representations to the planning inspectorate at this stage.

The meeting finished at 21.28

PRG 12th November 2023

Final