



WESTCOTT VILLAGE ASSOCIATION

**Agenda: Committee Meet Thursday 23rd May 2024
7.30pm at Westcott Village Hall – Side Meeting Room**

Attendance: James Leaver, Sally Hewetson, Nick Lund, Edwin Harland, Jo Astor, Paul Goddard – that is all Committee Members
Magesh Ramakrishnan observing and Ian Dunsford for point 3i only.

Agenda:

- 1) Apologies – None required
- 2) CIL applications and MVDC CIL funding allocation criteria – current status
- 3) Matters to be specifically discussed and any further actions agreed:
 - i) Westcott Neighbourhood Development Plan Review
 - ii) Local Cycling & Walking Infrastructure Plan status
 - iii) WestFest – JA request for funding for Westcott Games activity of up to £300
 - iv) WestFest WVA Bottle tombola responsibilities / action plan
- 4) 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
- 5) Review of last Meeting Minutes – discuss ongoing matters not concluded / discussed elsewhere
- 6) Committee membership – to confirm AGM proposals / ongoing intentions.
- 7) AGM draft agenda to discuss & agree – see 2023 agenda as a base
- 8) Debrief on March 2024 Open Meeting - venue / requirements and actions arising. Points to consider for proposed December meeting
- 9) Confirm remaining 2024 Meetings:
AGM: 27th June AGM, AGM 'wash up' 18th July,
Committee Meets: 12th September & 7th November,
Open Meeting 5th December
- 10) AOB

Agenda Item 2

- The CIL application made by WVA for £1.7k to fund a permanent sleeve and hole for a Christmas Tree to slot into on the Village Green, and to duct a mains power supply from the bus stop / lamp close by on the A25 has not been formally considered by the MVDC working group though all the information has been supplied. Attempts to progress it are being made via Piers Mason who has visited the site and discussed the proposal. Action: JL to continue to monitor progress

- The installation of the new VAS speed sign is progressing. Action: NL to continue to monitor progress
- It is still not clear what criteria the MVDC Committee is using to assess CIL bids and what monies are available. Allocation success also seems to attract inappropriate political undertones. Note only
- The Committee discussed whether to try to achieve listed status for the Dovecote and Bus Shelter to force MVDC into making good. Note only

Agenda Item 3:

i) Westcott Neighbourhood Development Plan (WNDP)

- As noted at the last meeting, the WNDP ideally needs to be formally updated in the next one to two years for new / current policies and Village requirements including for instance, commercial interests, parking needs, sustainability policies and potentially a call for sites to enable infill housing development.
- Following discussion with MVDC representatives and with Ian Dunsford, plans for paying a specialist to lead this have been put aside in favour of progressing it with Village resource only with support from available knowledge bases and MVDC planners.
- Guided by Ian, the immediate requirements to initiate the review / update are:
 1. Establish a Village Forum with at least 21 members as required by the regulations to make it quorate and better up to 40 members
 2. Suggested that those that took part in the last VF to be approached first to see if they will participate again.
 3. It is important that the VF reflects the Village as a whole so we need to ensure there is representation from such as the School and Church, a range of commercial enterprises and all geographical areas of the village
 4. Confirm and agree with MVDC that the Westcott WNDP area boundary will be as it is for the existing WNDP and will not be related to current local council ward boundaries. All agreed this was important.
 5. The next step is for JL and ID to prepare slides for a short presentation at the AGM and then to be circulated more widely to help to recruit the minimum 21 members of the Forum. Work cannot proceed until a Forum has been established and the boundary has been agreed.
 6. As a first pass, a group will then review the current WNDP and draft a list of what should remain in the plan as is, what will need to be removed and why, what will need to be amended and why, and start to draft a list of what will need to be added and why.

7. Then the new MVDC Local Plan policies to be scrutinised and potential conflicts with WNDP requirements to be identified, otherwise the Local Plan policies will be reflected.
- The status of the MVDC Local Cycling and Walking Infrastructure Plan will be requested as an Agenda item at the next MV Residents Association Meeting on 30th May. Action: PRG
 - The request from JA for Westcott Games@ WestFest funding of £300 for specific materials was agreed unanimously. Note only
 - EH will send PRG the Tombola 2023 debrief note and detailed task list so PRG can use it to agree and cover responsibilities and tasks for 2024. Nick and Edwin are happy for bottle donations to be taken to their respective houses. Bottle numbering will take place on Saturday morning. Action: PRG to issue a separate action plan.

Agenda Item 4:

Update Papers had been circulated beforehand and the following points were reiterated by the authors:

- Reactivation of Speedwatch is still expected, but when and how is still to be determined by Chris Dale. Note only
- NL is supporting SHASS with their Safe Routes to School assessment looking at local traffic, parking hazards and obstacles which challenge and potentially risk the safety of parents and children on their way to and from school. Note only
- WVA can confirm that enforcement action has been completed by MVDC in respect of Westcott Kitchen and it has now closed permanently. JL was thanked for his persistence in pursuing this matter on behalf of residents living close by to Westcott Kitchen Note only
- Whilst the WVA want the exciting new and existing range of activities and business at the St Johns Community Centre to be successful, the Committee discussed the need for a consistent approach to local businesses – bearing in mind the approach to MVDC about Westcott Kitchen - so that includes ensuring commercial activities comply with planning and other relevant regulations. Action: SH to discuss potential concerns with Jon Mears using a briefing note from JL and confirm outcome / next steps
- WVA support – potentially including a financial contribution – was agreed for the reinstatement of wooden posts to act as a deterrent to vehicles driving over the edge of the Village Green on the east side of Westcott Street and damaging the verge. MVDC agreed in a face to face meeting in March to reinstate six to eight posts but surprisingly this has not yet happened. EH to continue to progress with MVDC

- The Treasurer noted that the WVA has circa £13k cash in the bank. A new interest bearing current account was opened on 28th May.

Agenda Item 5:

- Items to carry forward – not discussed / progressed being 1) pavement condition and safety on the A25 from Balchins Lane to Dearleap.
2) 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
- WVA response to the Surrey Rights of Way Improvement Plan consultation has been acknowledged by SCC. No further update is available. Note only

Agenda Item 6:

- Sally Hewetson & Edwin Harland confirmed their intention not to stand for re - election to the Committee at the forthcoming AGM. Both have significant commitments to other Westcott organisations which will take up the time they have available for local voluntary work.
- EH commented in addition, that his resignation was partly the result of his disappointment at the unwillingness of many residents to contribute to village life eg helping erect the Christmas tree, joining an annual litter pick or even making a donation. However, he confirmed he would support the Treasurer elect as much as was needed and did not rule out rejoining the Committee in a few years time if needed.
- The other four current Committee Members, that is JA, JL, NL & PRG, each agreed that they would stand for re-election at the AGM in their current roles though three of the four confirmed it would be their last year as a member of the Committee.
- Magesh Ramakrishnan attended the meeting as an observer, and confirmed he will stand for election as Treasurer at the AGM. His nomination was endorsed unanimously by the Committee.
- The AGM would be used to appeal for new Committee Members and outline the potential consequences if no one volunteered.
- It was also agreed that the Committee Report being prepared for the AGM should sketch out how a more co-ordinated structure of Westcott voluntary organisations with less role duplication might better serve the interests of the Village in the future and make more efficient use of an apparent increasingly scarce volunteer resource.

Agenda Item 7:

- AGM draft agenda was discussed – see separate draft appended to these minutes.
- In addition, given the General Election, it was agreed that no local politicians or candidates would be invited. Borough Police Commander

to be invited to discuss local crime trends and what the police are doing and what Residents can do to help

- Refreshments to be organised by EH
- Zoom connection to be established for anyone wanting attend virtually

Agenda Item 8:

- No specific discussion. Likely that December Open Meeting would be held at PoW if their activity schedule allows.

Agenda Item 9:

- Not discussed specifically – no one commented that dates were not now suitable / in their diary

The meeting finished at 21.30

Following the main meeting, a discussion took place with the following present – JA, EH, NL & PG to discuss a response to the letter received from Sally Hewetson as Interim Chair of the Westcott Village Hall Trust (WVHT) requesting a donation of £3k from the WVA.

This group agreed that

- 1) the proceeds of the planned bottle tombola at 2024 WestFest would be donated to the WVHT. Last year circa net £800 was raised,
- 2) the WVA will allocate whatever is needed from general funds to make up the £3k as an outright donation to WVHT funds.
- 3) After discussion, it was also agreed to release the WVHT from any obligation to repay the £2.5k provided to them in 2021.

Action: EH agreed to reply to Sally Hewetson's letter on behalf of the Committee with the agreed outcome. DONE

Action: JA to include points 1 and 2 above in promo material for WestFest and the tombola

This discussion concluded at 21.50

PRG 28th May 2024

FINAL