WESTCOTT VILLAGE ASSOCIATION

Agenda: Committee Meet Wednesday 26th August 2026 - 7pm to 9pm

Attending: Jo Astor, Jane Betterton, James Croft, Paul Goddard, Magesh Ramakrishnan.

Agenda:

1. Apologies – None required
2. Review of minutes for recent meetings - updates or actions arising – All
3. Confirmation of WVA financial position now and potentially by May 2027- MR
4. Grants / Donation requests – supporting papers circulated or needed
    a. Defib training device – see paper circulated by Paul
    b. Music Mingle 24th October – see paper circulated by Jo
    c. Village Hall – donate WesfFest takings - paper needed from PRG
    d. What else can we consider supporting by May 2027?
5. Proposals / Updates from members on any other matters of note
    a. Parish Council set up
    b. WNDP conclusion
6. Key points from recent planning applications
7. AOB - to agree meeting dates for rest of 2026 at least

Meeting Minutes & Actions arising:

Agenda Item 2 – items of note & to carry forward:

- 'Next steps' meeting on Parish Council set up by Lucy O'Connell, the Electoral Services MVDC contact on 28th August 2026. **See point 5 below**
- Still outstanding – to progress the CIL application for the electrical supply and sleeve for the Xmas Tree. **Action: PRG**
- JB ventured as to whether the WVA might consider providing financial support to repair the School Lane pot holes. Conclusion was that it was not part of the remit of the WVA. The residents of private roads in Westcott are directly responsible – no one else. **Note only**
- Litter Pick held morning of Saturday 8th August - very successful. It seemed to help that it was in school holidays as several children / families participated. Thanks to everyone who attended. **Note only**
- Committee agreed that any further consideration of works for the Dovecote / Bus Stop would wait until MVDC confirmed what assets would be

transferred to Parish Council control / responsibility. S**ee agenda point 5 for more detail**

- Magesh to continue to support the Westcott Parking Group and actions allocated to the WVA. **Action: MR**
- Private Road list to be drawn up. Can SCC help? **Action: PRG**
- Current WVA insurance policy to be copied to all Committee members. **Action: MR**

Agenda Item 3

- MR confirmed the following:
  - Current funds are circa £8.2k
  - Payment of expenses to PRG agreed for buying refreshments at the Dec25 Open Meeting £145.45 (provided in the 2026 accounts) and following the Litter Pick on 8th August £57 – total £202.25
  - Payment of expenses to MR agreed for buying refreshments for the 2026 AGM costing £109.32
  - Leaving circa £7.9k free
  - Committee agreed to set aside estimated specific 26/27 costs of £4.2k to cover 2026 Xmas tree and insurance implications, ongoing Defib maintenance and other possible costs including dissolution activity / tree costs provision for 2027
- This leaves £3.7k immediately available to apply

Agenda Item 4

- The Committee agree to donate £335 to buy a Defib Trainer Device that would be used by St John Ambulance Trainers for courses in the area – mainly at the Westcott Village Hall. This would help to give profile to activities at the Hall when the WVHT apply for grants. **PRG to progress**
- In principle, the WVA agreed to donate up to £300 towards the cost of the proposed music event at Holy Trinity on 24th October. This donation is dependent on the organisers providing a more detailed list of budgeted costs for the event to ensure understanding of how this donation will be spent and how WVA will be acknowledged. **PRG to do further research**
- The two donations above leave circa £3k funds available. Next WVA newsletter to ask Residents for suitable ideas to which these funds could be applied.
- In addition, the Committee agreed to donate the net proceeds from the forthcoming WestFestivity Christmas Tombola Table that the WVA will run on 14th November to the Westcott Village Hall Trust. Last year the table made circa £400 so our target is to exceed that. Requests for donations to

be given to / delivered to any Committee member will begin in early October. **PRG to notify Helen Everett**

- MR agreed to investigate potential Tree set up / insurance packages and separate insurance options for the 2026 tree. **Action MR**
- Tree up date is Saturday 5th December and down date is Saturday 2nd January. Carols on the Green booked for 18th December. **Note only**
- Holy Trinity to be asked to organise and pay for the refreshments given the Church receives and allocates the profits. **Action: PRG**

Agenda Item 5

- Tim Way and Paul Goddard have been invited to a Virtual Meeting on 27th August by Lucy O'Connell, the Electoral Services Manager at MVDC
- The meeting is titled 'Outlining the Process for the establishment of the three new parishes in MV' – being Box Hill, Dorking & Westcott. No agenda or presentation material has been published in advance
- Notes of / from the meeting will be prepared by PRG and circulated to anyone who has expressed an interest in being part of a Start Up Group with a view then to updating Village Residents generally. More volunteers for this group are needed. Note it is possible that only one of the current WVA Committee will stand for election to a new Parish Council
- It is hoped the MVDC meet will include subjects such as the 2027/27 Precept, Election requirements & timetable, Parish Councillor responsibilities &'job description', transfer of assets from MVDC, transfer of assets from WVA to the PC, appointment of a Parish Clerk and the responsibilities in that role, examples from other recent PC start ups, website set up / WVA website transfer, the requirements for enabling the transfer of the WVA mailing list to a new PC, what is paid for by MVDC and what by the new PC
- In addition, the WVA note the need to prepare and action a 'WVA Dissolution List' at an appropriate time.

Agenda Item 6 – Planning applications

- Committee members confirmed their agreement to the letter submitted to MVDC relating to Balchins Stores - Noted
- Members confirmed that they do / will continue to read all papers on the MVDC planning website relating to applications that WVA might / will comment on to ensure understanding, consensus and agreement to any letters submitted by WVA - Noted
- No other concerns were raised relating to recent applications - Noted

Agenda Item 7

- Committee meets agreed as 7pm on 22nd September at MRs and 6pm on 11th November at PRGs. Latter also for WestFest tombola prep.
- Note: PRG has the 2025 laminated tombola ticket price lists being Christmas Tombola (not bottles) 50p a ticket and 12 for £5, Premium Tombola (mainly bottles) £1 a ticket and 6 for £5. Festive table coverings and bell also available. MR has confirmed he has sufficient raffle tickets.
- Open Meeting to be arranged for either 8th or 9th of December pending venue availability. PoW to be approached given success of 2025 event. **Action: PRG**
- Volunteer needed to attend in person RA meeting at Pippbrook at 9.30am on 26/11 as PG not available

Meeting concluded at 9pm

PRG 27th August 2026