

**Minutes of Steering Committee Meeting no 3, 20 February 2020, 7.00pm to 9.00 pm, Village Centre**

**Steering Committee and volunteers in attendance: Mike, Jane, Nigel, Debi, Alan, Barbara, Erik, Fred, Terry, Mickey, Denise Brannan, Kylie, Dave Humphries, Rob**

**Apologies:**

| Detail                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Actions                                                                                                |
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| <p><b>Approval or otherwise of Minutes of Steering Committee No 2 of 14th Jan 2020</b></p> <p>Approved</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                        |
| <p><b>Declaration of interests - Steering Committee members to declare any interests they may have in the agenda items and withdraw from the meeting when those agenda items are discussed.</b></p> <p>None declared.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                        |
| <p><b>Progress on Communications- First flyer and how it will be distributed, web pages, membership forms, insurance requirements for public displays, venue bookings etc- Kylie, Debi and Barbara.</b></p> <p><b>Leaflets/flyers</b><br/> It was agreed website needed to function pre-leaflet distribution. Kylie, Barbara &amp; Debi have worked with Rob to update site. Contact form has been added in. Leaflets mirror info on the website, inviting people to the AGM etc. Mike has contacted people who deliver on behalf of EGVRA - has not been entirely successful. Will need to be split amongst the committee. Barbara will contact all: will not take long if spread across us. Will print leaflets after AGM venue confirmed. Propose to use Solo press (Redan too expensive). Solo take 24 hours.</p> <p><b>Meetings and bookings</b><br/> Barbara has tried to book Jurgen centre for AGM - not available. Trying now to book Village Centre. Mike: anyone who represents the Forum at AGM/Farmers Market needs to be reasonably well versed in Plan<br/> Debi: we need to say we don't know if we don't have knowledge of the area on which we're being questioned on.<br/> Alan: can turn to our advantage and say that that's the reason we've set the forum up (with an invitation to join)<br/> Computer Room, VC booked until end of year<br/> Barbara to book stall at Village Fair<br/> Spring Fair 25/4 at Hub. Forum invited to attend with a stall. 23/5: further Hub event.<br/> Farmers' Market: trail has gone cold. Jane offers to speak to Cllr NK.<br/> 29/3 who will be able to attend.</p> <p><b>Banner</b><br/> Banner has been mocked up and needs to be done. Only one official place (end of Bond St on roundabout); others in Egham (Fire Station/back of Tesco). Denise offered to place on Hub land. Public Liability Insurance needed to put banner up. Mike suggests banner needed for stand for Farmers' Market etc.<br/> Denise suggest can borrow Hub's presentation stands</p> | <p>Check out:<br/> egvplan.org.uk</p> <p>Jane to speak to NK 20/2 about small stall at EG FM 28/3.</p> |

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| <p><b>PLI</b></p> <p>VW Forum have formed company. Mike proposes this would be a good way to go.</p> <ul style="list-style-type: none"> <li>• Policies</li> <li>• Wishlist for EG, including road improvements, parking etc. all the things a developer won't pay for.</li> </ul> <p>We need to have discussion in April to get PLI only then can get the banner. Denise asks if Forum PLI can piggy back on Hub insurance. Banners may not be worth the £300 PLI in order to get a banner. Conclusion on insurance: we take a risk in that we won't have it for April. Do we need to have an organisation to take out PLI? Kylie has investigated PLI for charities/informal organisations. Would need to be an annual policy. Decision: incorporate on 5/4, insure on 6/4.</p> <p><b>Plan</b></p> <p>Mike responds to Mickey's question re the plan and what we can justify and influence. Mike references National Design Guidance.</p> <p>Kylie: local plan as is - council has made aspirational statements; we can build upon what local plan says. We can build on and influence.</p> <p>Alan question re residents' assoc v forum</p> <p><b>Members</b></p> <p>Mike identified potential to sign up members of EGVRA (some 600) to the Forum.</p> <p>NB: members of forum need to live or work in the village. We need to be able to verify membership applications. Applications go through to forum address (handled by Rob). Site allows contact and comment. Rob to be membership secretary.</p> | <p>See <a href="#">National Design Guidance</a></p> <p>See also <a href="#">Living with Beauty Report</a></p>                                                                  |
| <p><b>What next on communication, membership, soliciting responses? How do we draw in organisations like RHUL? Discussion, ideas, actions.</b></p> <p><b>RHUL Liaison</b></p> <p>Mike asks for volunteer for RHUL liaison as Christine no longer with us. RHUL wants nothing to do with Neighborhood Plan. 2 ways in 1/ Dev office 2/ Students. NB. Hub has a number of Student volunteers. Masterplan submitted and RBC has given it the nod. Erik makes point about student accomm development not having parking. Conflict of interest.</p> <p>Conclusion: basically we keep them informed. Who? How? Liaison person? Alan Sloan/Mickey volunteered. Contact: Mike Berry or President of the SU.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <p>Alan/Mickey to make contact with Mike Berry, RHUL</p>                                                                                                                       |
| <p><b>How important is it for the Steering Committee to understand the emerging Runnymede Plan. How much research must we all do to have meaningful discussions with residents at meetings? Discussion, ideas, actions.</b></p> <p>Alan: Trying to develop plan. Number of new houses? 611.</p> <p>Terry: hard to anticipate questions that may be asked. Gives examples of the complexity of the issue. Debi says our approach should be a positive one; what we're trying to achieve and to understand what people want (deflecting eg technical questions).</p> <p>Kylie references the Runnymede Plan document and benefits of familiarising themselves with this.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>Mike suggests everyone on the Committee should learn more about planning in order to write a plan. Please read/familiarise yourself with plans, locality documentation.</p> |

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| Denise raises point about hearing the voice of young/children and how we could do this. This point has been parked and will be raised at a future committee meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                 |
| <b>What do we envisage we will be presenting at our ‘drop in’, round table and stall events? Discussion, ideas, actions.</b><br><br>A ‘what’s in it for me?’ Info. Leaflet with a succinct summary. Talking in simple terms re planning/planning structure and 3 tiers. Jane suggests taking a creative approach to the stalls for EG VF and Hub Fairs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                 |
| <b>Progress on investigating various areas such as Green Belt, History, Demographics, Trees. Can we assemble an evidence base in these areas ourselves or is our research leading us to the conclusion we may need specialist help?</b><br><br>Decide whether we can use an evidence base. Can we do this ourselves or do we need experts/consultants? 500 houses in Eg (to 2030). We as a neighbourhood can volunteer a chunk of land. Kylie: a lot of info in the public domain. Terry suggests a contact who will review what you’ve done. How much can we do and how much do we need consultants involved? Kylie suggests we use arguments to strengthen our details - much of this info in the public domain.<br><br><b>History</b><br><br>Alan has done a lot of work on history. Lists useful contacts he had spoken to. One has identified that parts of EG W could be owned by Crown Estate. We need to establish NT/Green Belt/Recommended local green space/TPs/flood plain. References Urban Area characterisation (2009) | Please add findings/docs to shared Google Drive |
| <b>Is it premature to be assigning leaders of subgroups to specialise in studying specific areas such as Green Belt, environment etc? If not, what should those areas be?</b><br><br>Too early to assign.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                 |
| <b>Meeting with Virginia Water Steering Committee to exchange experiences so far-Sometime early march. Regular 3 monthly thereafter.</b><br><br>Various challenges: quite difficult to set up contact/liaison with some groups.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Google VW Neighborhood Plan                     |
| <b>Planned spend/budget. Members Community Allocation award of £480. Open Bank Account? Cheque signatories.</b><br><br>Awarded £480: have we received it? Has to be spent within 6 months. Send invoice to Fred and he will forward to Mike Sadler. Rely on EGVRA to fund.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Mike: will do email to all EGVRA members.       |
| <b>AOB</b><br><br>Barbara raises the issue of residents’ survey. Subject to be revisited in subsequent                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                 |

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