Minutes of Steering Committee No 14, 28th January 2021, 7.30pm to 9.15pm

Present: Mike Kelly (Chair), Rob Buick, Fred West, Terry Barnett, Alan Sloan, Debi Hallett.

1) **Apologies for Absence;** Melanie Frobisher. Mike informed the committee that Erik Juul Mortensen had resigned from the committee as he feels his long absence from meetings due to unavoidable circumstances has left him unable to contribute to the ongoing discussions, but had offered to help if there were any specific tasks that we might wish him to do.
2) **Approval of Minutes of Meeting No 13;** Approved
3) **Declaration of personal interest in topics to be discussed**; None declared
4) **Financial Report**; No change since last report
5) **Progress on Actions arising from Meeting no 13;**

   Following the same order as Minutes no 12;

   1) Alan has had no luck with RHUL management regarding the advertising of the Forum amongst staff and students. They have, after 9 months of back and forth, stated that they will not allow us to advertise either in the university or via their intranet.

      It was suggested that Alan approaches the Students Union.
   2) Revised History now published on the google drive. Mike to add to the web site.
   3) Mike continues to liaise with AECOM who have yet to send in the questions they want answering to progress the Design Codes. Mike will chase up.
   4) Items (4) to (9) dealt with in the relevant sections below.
6) **Writing the Plan**

   A first draft of the Plan, (less the Community Section) has been completed by Mike, Alan and Fred,

   Terry continues with the Community section.

   Mike proposed we now approached our consultant to seek an expert review before going any further. He informed the committee of a telecom he had last week with Locality. They wished to know what progress was being made with AECOM on Design Codes, discussed possible master planning for the Park House development on Blays Lane, and informed us that because we had named John Slater in our application for grant, that we should use him rather than go out for further competition.

   Fred felt that we should not be tied to one consultant without further considerstion. It was pointed out that if we were to restart the process of Consultant selection, we would run out of time between now and the end of the financial year, when we would have to give the remaining unspent grant back and then not have the funds till April to appoint anyone, basically putting our programme back 3 month. A discussion ensued, during which it was agreed we would all review the two consultants we had approached and confirm whether or not to proceed with John Slater. Fred to issue details

Subsequent e mail exchanges between committee members led to an agreement to appoint John Slater on the basis of his original quotation and with the specific initial task of reviewing our work to date and advising on how we should proceed from now on.

7) **Residents Questionnaire**

Approximately 265 have now responded to the questionnaire, there having been a flurry of activity following a Greenie member advertising us on their facebook page. Fred continues to battle with the leaflet distributers, who printed at the wrong size (A7 not A5) and only partly distributed 2 months late. He is not hopeful of a resolution.

Debi has produced another leaflet, advertising the closing of the questionnaire. Discussions centred around whether we should bring the questionnaire to a close or just let it run. It was decided to let it run for now and to hold on production of the leaflet.

Rob will issue a further e mail 'call to complete' to EGVRA members and a further plea to invite friends to those who have already filled in the questionnaire. Mike to draft.

8) **Housing Audit**

Mike reported that Melanie had nearly competed the 'stage 1' compilation of the raw data housing audit.

The next stage will be to sort out a report with selected photographs.

9) **Progress against Schedule**

Nothing to report. Mike has not updated the schedule. He will do so ASAP and issue it. We are, however, in a position to appoint a consultant as we have the draft plans ready a month in advance thanks to the hard work of the committee.

10) **AOB**

Mike has received an e mail from RBC informing him that Surrey CC have been appointed to carry out a review of the conservation areas in Englefield Green, and asked if we could nominate two people to attend an initial meeting on the 11th Feb to discuss the matter. Alan has agreed to attend and Mike asked for Alan to mention the meeting to Vivian Bairstow, who has been involved in the History of Englefield Green for the past 40 years.

Subsequently Alan reported that Vivian had been approached but had not volunteered to attend, so it was agreed the second attendee would be Mike.

11) **Next Monthly Meeting**

Thursday 25th February 2021, 7.30 pm

Actions arising;

1) Alan to approach the student union at RHUL to see if we have better luck with them than RHUL management re advertising the Forum and the questionnaire.
2) Mike to continue liaison with AECOM
3) Mike to appoint John Slater as consultant and to provide an initial brief.

4) Terry to continue with the Community Section and hand it over to Mike at whatever stage he has reached when he has to temporarily leave us for a short while towards the end of this month.
5) Fred to continue to try and get the original leaflet distributors to perform.
6) Mike to draft e mails to EGVRA and others to ask for more people to fill in the questionnaire
7) Melanie to complete the raw data for the Housing audit and start considering how to reduce it into a report.
8) Mike to update the schedule ASAP and issue the revised version.
9) Alan and Mike to attend initial meeting reviewing Conservation Areas in EG.