

Minutes of Steering Committee No 18, 27th May 2021, 7.30pm to 9.15pm

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

Guest: Sally Chapman

- 1) Apologies for Absence;** None
- 2) Approval of Minutes of Meeting No 17;** Approved (subject to addition under item 5 where script is missing- now done)
- 3) Declaration of personal interest in topics to be discussed;** None declared
- 4) Financial Report;** Fred circulated a financial statement prior to the meeting. Mike asked that the statements from now on should feature all expenditure to date, rather than just the current expenditure against current grant
- 5) Writing the Plan**
 - 1) Ecology study-** Mike has sent round a quotation from Surrey Wildlife Trust to the committee for review. Approved and Mike instructed to appoint them. Sally offered to get in touch with them to go through the scope of work and ensure they are fully aware of what is required. Mike to give Sally the contact details.
 - 2) Town Centre Study-**Mike has submitted an application to Locality for technical support for a Town Centre study. This would recommend alterations to create a stronger identity for the village centre, generally referred to as place making. It was agreed that we await the success or otherwise of this submission before proceeding with the main grant application, as we definitely need some form of place making and may need to use some grant to proceed independently if our bid is not successful, as this is a very important part of the Plan.
 - 3) Housing Audit-** Melanie reported on progress and scheduled in a completion time of end of June.
 - 4) Cycleways and Footpaths + Traffic Management-** Terry has walked some of the routes, and Mike and Terry are planning a visit round the village routes next week. Terry is in touch with Kylie Hargreaves, who is involved with a pressure group, Runnymede Green Active Travel Group, (RGATG) who are promoting joined up thinking regarding the cycle ways and footpaths in the Runnymede and Spelthorne areas, and are responding to a Surrey CC and Runnymede consultation due in by 13th June. Terry will meet with Kylie next week and will then review our response to the consultation. We will incorporate any relevant ideas etc that RGATG have regarding our Area into our review of the cycle ways and footpaths, Mike and Terry will work on a paper on this over the next month. In respect of traffic, Mike will also develop a paper on this over the next month.
 - 5) Locality Grant Application-** See (2) above. Mike to hold off submission till we got a response on the Town Centre submission. Sally said she needed to revise her quotation in the light of her visit due to the complexity of the Area.
 - 6) Schedule-** Remains as before but Mike to review, as it probably needs revising.

- 7) **Sally's comments-** Strengthening the identity of the village of EG is probably the most important element requiring development, along with Green Spaces and traffic management, and we should aim to progress these elements as a priority.

6) Town Hall meetings (Open Sessions)

Debi has listed out a number of topics that she felt should be displayed at the Open sessions, and went through them- Vision Statement, Questionnaire results, Design Codes, Green and Blue Infrastructure, Town Centre, and Traffic Management. Debi, Fred and Terry agreed to form a sub committee to plan, organise and progress the Open Sessions proposed for August/ September. Everything from publicity through contents to sourcing equipment is needs to be thought through. (Mike said that RBC in our original visit to them last year said we could borrow their display boards, but this now needs to be followed up as personnel have changed at RBC). Sally said she had display information on 'what is a neighbourhood plan' that she could make available.

- 7) **Secondary Questionnaire-**all were asked what questions should go out on the secondary Questionnaire, and this should follow on from the results of the first questionnaire, and be just a few specific questions to those who already responded to the first, and those who attend the Open sessions. These questions need to go out about 6 weeks before the Open Sessions.

One suggestion so far- Which Green Spaces so you value the most?

Further suggestions required!

- 8) **RHUL-** Alan reported on the latest communications from RHUL asking that we do not discuss matters directly with the Students Union. It was felt that the 18 month process at attempts to reach out to RHUL, with delayed responses and consistent resistance to co-operation, left us in no doubt as to how RHUL felt. It was considered that we had spent more than sufficient time reaching out to them. Alan was asked to prepare a chronological diary of the correspondence as a supporting document to indicate that we had tried very hard to involve them in the plan making process.

- 9) **Conservation Area-** Mike will submit similar comments to those submitted by EGVRA, but it was generally felt that the extensions requested by EGVRA were unreasonable and that we should moderate these in our submission.

The missed opportunity by RBC to progress the recommendations to designate the centre of Englefield Green as a Conservation Area were discussed and it was agreed that Alan would draft a letter to council head Nick Prescott and deputy Marissa Heath to ask why this was not progressed and to press for its progression now.

- 10) **Planning Applications.** Terry reported that none seem to be of concern us this month. The meeting agreed.

11) AOB

None

12) Next Monthly Meeting

Wednesday 16th June 2021, 7.30 pm

Actions arising;

- 1) **Fred** to incorporate all previous expenditure etc in future Financial reports to give a comprehensive ongoing picture.
- 2) **Mike** to appoint Surrey Wildlife Trust (SWT)
- 3) **Mike** to give Sally the contact details of SWT and **Sally** to contact SWT to ensure their scope of works covers what we need.
- 4) **Melanie** to continue with Housing Audit report to complete by end of June.
- 5) **Terry** to liaise with Kylie re cycle paths etc.
- 6) **Terry/ Mike** to visit and see the state of cycle paths in the area, and Mike /Terry to work on a report on these.
- 7) **Mike** to work on a report on Traffic management.
- 8) **Debi, Fred and Terry** to form subcommittee to progress and organise the Open Sessions.
- 9) **All** to think up secondary questions.
- 10) **Mike** to submit comments on the existing conservation area
- 11) **Alan** to prepare a chronological record of our correspondence with RHUL for our evidence base.
- 12) **Alan** to continue to identify and list out Non heritage assets.
- 13) **Alan** to draft letter on the EG centre conservation area and Mike to send.
- 14) **Sally** to revise her quotation.