

Minutes of Steering Committee No 19, 16th June 2021, 6.30pm to 8.00pm

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

- 1) **Apologies for Absence;** Debi Hallett, Melanie Frobisher
- 2) **Approval of Minutes of Meeting No 18;** Approved
- 3) **Declaration of personal interest in topics to be discussed;** None declared
- 4) **Financial Report;** Fred circulated a financial statement prior to the meeting.
Nothing new to report.
- 5) **Writing the Plan**
 - a) **Ecology study-** Surrey Wildlife Trust have been appointed to carry out the Ecology Study. Sally has been in touch with them and reports that she is satisfied they know the scope of work required. She will be forwarding to them examples. Mike to confirm the timetable and payment terms.
 - b) **Town Centre Study-** Nothing yet from Locality on our application. There is some concern that delaying the main Locality application further (agreed at the last meeting) will leave us exposed financially. Fred asked that I check that the RBC grant is definitely a grant and would not have to be paid back when we got the Locality grant. Mike said he would do that.
 - c) **Housing Audit-** Melanie has reported that she has completed some further sections but needs to extend completion into early July due to personal circumstances.
 - d) **Cycleways and Footpaths + Traffic Management-**Mike and Terry have inspected a proportion of the footpaths and cycleways in the village, and committee members have responded to calls for comments by Surrey CC on specific routes by putting comments on an interactive map (comments closed on 13th June).
Terry will now gather and summarise the comments relevant to our Area, and this will form a very useful evidence base for any recommendations we make in the Plan on footpaths and cycleways. Terry will also keep in touch with Kyle of RGATG.
Mike mentioned the Councillors surgery last Saturday, at which it was reported that Xavier Brice, CEO of SusTrans, gave a presentation to the Councillors suggesting the use of strategically placed planters to reduce traffic speed and improve the safety of cyclists and pedestrians. Terry will get in touch with him and Mike will respond to Marissa Heath expressing our interest.
In respect of traffic, Mike will also develop a paper on this over the next month, along with an initial set of maps showing possible traffic management solutions.
 - e) **Second Questionnaire;** Fred has made a number of suggestions, and these were discussed. A discussion ensued as to whether a second questionnaire was necessary. Mike suggested that if there was to be a second questionnaire it should be short and focussed on developing the most supported points raised by the first questionnaire..

- f) **Locality Grant Application**- See (2) above. Mike to proceed with submission in 2 weeks time if no response on (2) above by then. Sally to submit revised quotation.
 - g) **Schedule**- Nothing has changed though post August activities have probably slipped. Mike to review and re issue.
 - h) **Sally's comments** from last meeting still stand- (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).
 - i) **Other Meeting 18 actions**- Mike still to action submission of comments on existing conservation area
- 6) **Town Hall meetings (Open Sessions)**- Debi, Terry and Fred are meeting next week to discuss matters. Fred asked when the Ecology study might be done and whether it would be available. Mike said he would check, but a draft could be available early /mid August for inclusion of extracts.
- Regarding display content, the importance or otherwise of linking it to a second questionnaire was discussed. Rob will extract the answers to the questionnaire and provide us with an analysis defining the things most important to our residents. Mike suggested this could form the basis for secondary questions, and in turn provide themes for a number of boards against which visitors to the Open session could express their views.
- It was left for the sub committee to decide what format the Open session would take and whether that would involve asking further questions.
- The date of 28th August was questioned as it is a Bank Holiday. The sub committee will look to see if the Village Centre Open Session could be moved to 11th September.
- 7) **RHUL**- Alan has produced a schedule of communications with RHUL and Mike will put it on the google drive as evidence of our efforts to communicate and co operate with them.
- 8) **Non Heritage Sites**-Alan is meeting up with Vivian Bairstow on a number of occasions to walk the village and prepare a list of non heritage assets.
- 9) **Planning Applications**. Terry reported that only one application was of concern this month. That was RU.21/0919, 32B, St Judes Road, and involved the conversion of the basement into student accommodation. No parking was being provided and it reduced the storage capacity of the shop above (which is now a barbers shop).
- It was agreed that Terry would write raising these points.
- 10) **AOB**- Fred reminded the meeting that the AGM was due. Mike agreed to progress it ASAP.
- 11) **Next Monthly Meeting**
Monday 19th July, 6.30pm, combined with the AGM

Actions arising;

- 1) **Mike** to confirm the timetable and payment terms re Surrey Wildlife Trust appointment.

- 2) **Mike** to check that the RBC grant is definitely a grant and would not have to be paid back.
- 3) **Melanie** to continue Housing Audit with target completion early July.
- 4) **Terry** to gather and summarise the comments received by SCC Cycle/footpath survey relevant to our Area.
- 5) **Terry** to get in touch with Xavier Brice CEO of Sus Trans and Kyle re cycling etc.
- 6) **Mike** to respond to Marissa Heath expressing our interest in Sus Trans suggestions for the centre of the village.
- 7) In respect of traffic, **Mike** to develop a paper on this over the next month, along with an initial set of maps showing possible traffic management solutions.
- 8) **Rob** to extract information from the closed Questionnaire to show the percentage responses to questions and determine the most popular answers.
- 9) **Rob** to put the paper copy responses to the questionnaire onto the data base
- 10) **Rob** to extract all forum member requests from the questionnaire and add them to the Forum member data base.
- 11) **Rob** to terminate the questionnaire on the Web and leave a note to the effect the Questionnaire has now closed.
- 12) **Mike** to put the RHUL communications summary on the Google drive.
- 13) **Alan** to continue with the recording of non heritage assets.
- 14) **Terry** to respond to the planners re planning application RU.21/ 0919
- 15) **Mike** to progress AGM ASAP with Robs assistance to issue information and invitations to Forum members.
- 16) **Mike** to progress the Locality main application in about 2 weeks time
- 17) **Sally** to revise her quotation
- 18) **Debi/ Terry/ Fred** to progress the Open Session displays and the secondary questions (based on Robs analysis of the questionnaire).
- 19) **Debi/ Terry/ Fred** to see if the Village Centre Open Session can be moved to 11th September