

Minutes of Steering Committee No 8, 30th July 2020, 4.0pm to 6.30pm

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

- 1) **Apologies for Absence;** Ken Cole, , Erik Juul Mortensen
- 2) **Approval of Minutes of Meeting No 7;** Approved
- 3) **Declaration of personal interest in topics to be discussed;** None declared
- 4) **Financial Report;** Fred stated there were no changes to our financial position since our last meeting, but also noted that our grant of £9000 had been approved and was now being held by RBC on our behalf.
- 5) **Actions arising from Meeting no 7;**
 - a) Meeting with Locality, 2nd July. Mike reported that this was an initial ‘diagnostic’ zoom meeting with a Locality representative, Elena Butterworth, who had been assigned to assess what our needs might be regarding Design Codes. She would then report upwards and then if they considered our need warranted it, Locality would pass the case on to AECOM who were contracted to provide technical support and advise regarding Design Codes.
 - b) Locality Application; Now available on the Google Drive
 - c) Terry confirmed he had a copy of the social Amenities contacts
 - d) History document; being finalised
 - e) History of Pubs- Alan has included in the History
 - f) Ken awaits a reply from Egham Museum to his Archaeology query.
 - g) Demography document; being finalised
 - h) Housing survey ‘dry run’ will be published in the next day or so and Melanie is calling for volunteers to undertake photographic surveys of the areas she has divided the Area into.
 - i) Business survey has been launched
 - j) Terry has started enquiries to get businesses to complete the survey
 - k) Mike confirmed we would need to put an amenities questionnaire together.
 - l) Ken not available to report on progress re Trees and Hedgerows.
 - m) Open Air displays; Ken confirmed that the Beehive is willing to allow us to have an open air display.

Outstanding Actions;

- a) Mike has contact from AECOM re design codes and is arranging a zoom meeting next week- **Mike**
- b) History and Demography documents to be finalised and put on the website- **Alan, Fred and Debi**
- c) Report on Archaeology- **Ken.**
- d) Housing Survey- Melanie issuing packs to those willing to take on an area/ areas- Mike, Alan and Rob have volunteered. Others to follow -**Melanie**
- e) Amenities Questionnaire-**Mike**

- 6) Discussion re Questionnaire;** Mike reported that the questionnaire had been issued via e mail to all 650 EGVRA members and that so far there had been a meagre 25 responses. Follow up e mails will be sent.

Mickey Lamb has said he would approach the Tennis Club and other clubs via e mail but Mike has not yet received confirmation that he has.

There was a discussion re going out to the Greenies and Melanie said she would look at the wording of the message as this will have to be short to suit twitter.

Terry will ask all businesses to complete the residents questionnaire aswell

Actions; Mike to follow up with Mickey, Melanie to go out to the Greenies, Terry to continue pursuing businesses.

- 7) Open Air Displays;** There was a discussion re the organisation of open air displays. Melanie has a suitable table, weights for the gazebo legs, and can print displays at A2. Mike has organised for two banners and has the OK from EGVRA to use one of their gazebos, and is working on some further display items.

There was a discussion regarding the issuing of questionnaires at the desk, but the amount of sanitation required (handling of form, somewhere to fill it in etc etc) it was felt the best approach was to issue the web address, and/ or to hand out the forms for filling in later.

A number of committee members are unable to attend because of they are more vulnerable to Covid than others, but could help in the fetching and carrying.

Mike said he would continue to prepare displays but needed someone to take overall charge to organise the events as there were other actions taking up most of his time.

Actions; Mike, Melanie and Debi to produce display material. Someone to volunteer to take charge!

- 8) Housing Survey;** Melanie reported on progress, explained that the Area had been divided into sub areas, each of which would need to be surveyed by a volunteer. She would issue the relevant forms and maps to those who volunteered. Mike and Rob volunteered to do some areas.

Action; Others to contact Melanie when they had reviewed the sub areas and made their selection.

- 9) Revised Schedule;** Mike stated he was aware that the original schedule was now very much out of date and undertook to update it.

Action; Mike to update schedule

- 10) AOB;** None

Date of next meeting confirmed 27th August 2020 at 4.0pm