

## LEATHERHEAD RESIDENTS ASSOCIATION

### Minutes of the meeting of the Executive Committee held at the Letherhead Institute on Monday 7<sup>th</sup> July 2014

Present: Caroline Brown (Chairman), Hubert Carr (Vice Chairman), Cheryl Allen, Ann Cardew, John Hayball, Louise Herrity, Hilary Porter, Fran Smith, Norma Tatham-Thompson, Pam Wilson, John Wilson.

Apologies for absence: Roger Hardwick, Paula Sabine, Kristina Kenworthy

Minutes of the meeting held on 13th May had been circulated and were approved.

#### Matters Arising:

Open gardens Day - CB thanked Cheryl and her team for all the work and preparation that had gone into a highly successful outcome of the Open Gardens event.

#### **1. Correspondence:**

Cycle Path - The disruption for pedestrians and traffic caused by the work involved with the Epsom Road Cycle Path, the insertion of Puffin traffic light controls and the extension of pavements resulting in the reduction of roadway width for vehicles round the Knoll roundabout and in and out of side roads\*, had resulted in number of communications and an on site inspection with the contractors by HP together with SCC councillor Tim Hall. HC was pleased to report that the triple lane access from Epsom Road onto the Knoll Roundabout had been re-instated by reducing the size of the pedestrian island. (\* coaches, in particular, from Garlands Road)

#### **2. Reports:**

- a. The Planning Report (circulated). FS highlighted the following:
  - Patchesham Golf Centre – objection sent.
  - Tall Trees appeal 8.7.14 FS attending.
  - Churchill Homes (refused) public appeal hearing, 2<sup>nd</sup> September.
  - Brook Willow Farm. Approval was given to the objection to BWF application for a certificate of Lawfulness for an existing use in respect for the concrete bases of buildings 9 and 10 for a period in excess of 4 years,
- b. Environment Report (circulated) CA advised that it had been suggested that a portion of the monies raised each year should be donated to an environmental cause. It was AGREED to donate £330 from this to the legal expenses for Leach Grove woods. PS
- c. Forward Planning Report: HC reported The meeting had focussed on preparing the PS
  - Terms of Reference and
  - The March documentation for the Coast to Capital project - Leatherhead Plan L - for which MVDC had submitted a grant application. HCs arranged meeting between HC, Jackie Quinn and Yvonne Rees at MCDC had failed to take place, but a future meeting had been arranged with Nick Gray
  - Subsequently CB had obtained three documents MV1, MV3 and MV6, from SCC relating to the Coast to Capital funding application, HC agreed to circulate these to all members of the Executive Committee. HC
  - Additional sites of the revised Housing and Traveller Sites Plan:  
Land N.E. of Fortyfoot road (LH30): The Committee agreed that it would not object to the proposed development, providing that there remained a sufficient barrier of trees between it and the Leatherhead By-Pass. There was some concern as to whether it would encourage development on the other side of the by-pass, towards the motorway.

- d. Highways Report HP continues to advise on road and lane closures. HC reported on correspondence with SCC Tim Hall concerning a Highways proposal submitted to SCC Mole Valley Local Committee, which included reduction of parking spaces in North Street. Consultation to be announced would need careful consideration. HC to forward a relevant letter so CB can notify members by mailchimp

HC, CB

- e. Publicity and Membership (Circulated) Paula had requested volunteers from the committee to assist with face to face encouragement of the members who had failed to renew their subscriptions with the circulation of the Summer Newsletter, which was now ready and being checked by Paula before printing. Paula to be asked for names and addresses of non-renewed members. HP asked for approval that publicity on behalf of LRA should be included in the terms of reference. It was noted that the Surrey Hills Community Radio was now broadcasting and could be a further opportunity for publicity.

ALL

HC reported that he had received information that in future all adult household members would be required to register, whether or not they were on the Electoral Roll. And that Residents Associations might be requested to assist in the required research.

### 3. Terms of Reference for Sub Committees.

CB  
ALL

Environment, Planning, & Forward Planning Terms of reference had been circulated and amalgamated into a document by the Chairman, which she would circulate for approval and comment. Later incorporating Highways and Membership and Publicity.

It was AGREED by the majority of members attending, that sub groups should in future be referred to as **sub committees**.

To ensure democratic approval of all sub committee recommendations, it was AGREED that the quorum of the **Executive Committee** should exceed any maximum number of voting committee members of a sub committee by one. i.e. the number of voting members of any sub-committee should always be one fewer than the number of the quorum of the Executive Committee, The Constitution currently states for the Executive Committee: " Five members shall constitute a quorum and decisions of the committee shall be by simple majority of those present ".

CB

### 4. Meetings attended

- a. "This is Leatherhead" CB had attended a meeting of small independent businesses in Leatherhead organised by Chris Goldfinch, on 11th June. HC had arranged to meet Chris Goldfinch with intention of expressing the need for residents to be involved in any decisions on improvement and enhancement of the Town Centre. HP outlined the co-operation now needed between the Festivities committee and the Swan Centre management, which now had separately organised events. This had been reflected in the Leatherhead Advertiser July 3<sup>rd</sup> edition.
- b. Mole Valley Access Group (HP) will launch in September a new website inviting residents to recommend shops and services which showed special concern to be access friendly for the disabled. Confirmation of good service by a member of the Access group, would receive an award of a card/certificate to be displayed.

### 5. Future Meetings

- a. BLeAF 18th July  
b. Leatherhead Area Partnership Thursday 24<sup>th</sup> July  
c. Leatherhead and District Forum postponed until October  
d. Litter Campaign meeting 30<sup>th</sup> July.

## 6. Future Organisation

- a. Monthly meetings: the following timetable of **Open Committee Meetings (OC)**, Open Meetings with speaker (OS) and **Closed Committee (CL)** meetings was discussed and agreed:

Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
OC	OS	CL	OC	Oxmas	OC	OC	CL	O+AGM	CL	OS	CL

Speakers: Sept 1st would be Mr Peter Mills. Nov.3<sup>rd</sup> Simon Matthews to be invited.

- b. Website the question of recording minutes and reports from all meetings was raised but no decision taken.
- c. Litter Campaign. CB has organised a meeting of invited local “activists,” 3 MV Officers and 1 MV Councillor to discuss ideas and proposals.
- d. Upping Leatherhead – Mary Portas and Chris Goldfinch HC has written a personal letter to M. Portas (copied to CB) and arranged a meeting with Chris Goldfinch.

## 7. AOB:

Leatherhead and District Forum: the meeting due to take place in July had been cancelled and no meeting re-organised. The next meeting would not take place until the Autumn (October). HP proposed and it was AGREED that a recommendation should be put forward to the meeting of the Leatherhead Area Partnership that the Leatherhead and District Forum should amalgamate with the Leatherhead Area Partnership to form a new representative group.

HP

Consideration of further items, which had been requested, was deferred to a future meeting:

- Increase in subs.,
- Membership list,
- Content of Newsletter

The meeting closed at 9.40 p.m.

Date of next meeting: August 11, at 7.30 in the Institute. An Open Committee Meeting.