



# Stoughton Community Association

including the Stoughton Community Centre Project (SCCP)

www.stoughtonca.org

Financially assisted by



## MINUTES OF THE SCA COMMITTEE MEETING, MONDAY 10<sup>th</sup> JULY 2006

At Emmanuel Church, Upstairs Room 8.00pm

### Present:

Paul Kassell	Chair
Ian Godfrey	Secretary. Secretary for the meeting.
Peter Gunner	Committee member.
Robin Clinch	Committee member.
Cllr Jayne Marks	Committee member. Rep for GBC.
Maureen Bell	Committee member.
Michael Andrews	Committee member.
Cllr Olaf Kolassa	Committee member.
Cllr Pauline Searle	Committee member.

### 1. Apologies:

Fiona White	Committee member. Rep for SCC
Dinah Bisdee	Vice Chair
Michael Hanson	Committee member.
Malcolm Kimber	Treasurer
Gavin Critchley	Committee member.
Linda Shefford	Committee member.
Wendy May	Committee member.

### 2. Agree/Amend SCA Operating Rules

#### **a) Review Rules**

- 2.1. Paul proposed a revised set of rules should be incorporated into the existing Standing Orders. This was unanimously agreed with current orders to be replaced and updated accordingly. **Action: Ian to circulate updated Standing Orders**

#### **b) Communication with the general public**

- 2.2. Ian proposed and it was agreed that to comply with the constitution, SCA general committee minutes should reflect all decisions made by the Association including those of sub-committees and those made outside meetings, for example via email. Sub-committee minutes need not be published publicly but decisions would be recorded in Chairs' reports for inclusion in SCA minutes.

**Action: Ian to include Chairs Reports in updated Standing Orders**

### 3. Northmead Fête

- 3.1. £28.20 was raised. Thanks given to Dinah and Paul for organising the treasure hunt and gazebo. It was agreed SCA presence was a success in being seen to be there. Visitors reported traffic and building to be continuing problems.

### 4. Previous meetings minutes:

#### **a) Agree/amend**

- 4.1. Pauline proposed the minutes are an accurate record of the meeting, seconded by Olaf. Approved. **Action: Ian to post SCA Minutes on web-site**

**b) Review actions not covered elsewhere**

**(Planning)**

- 4.2. Pauline to invite John Davey to SCA's September meeting. **Action: Pauline**
- 4.3. Jayne will raise matter of SCA objectives regarding local planning matters at the next GBC standards committee meeting, Thurs 15<sup>th</sup> June. **Action: Jayne**
- 4.4. All to urgently provide comments on the LDF Statement of Community Involvement – deadline for Paul to submit is 12<sup>th</sup> July. **Action: All**
- 4.5. All to urgently provide comments on the LDF Core Strategy – deadline for Paul to submit is 31<sup>st</sup> July. **Action: All**

**(Traffic)**

- 4.6. Speed-camera information to Ian for putting on the web-site. Also need at least 6 volunteers to start a speed-watch. **Action: TWG (Paul)**
- 4.7. At the Guildford Local Committee meeting on the 15<sup>th</sup> June, Pauline did raise the issue of SCC officers not offering sufficient help. Paul said that that Derek Lake had not attended SCA Traffic meetings when he said he would, and has not been in touch, and not provided the help agreed by the Local Committee.
- 4.8. Jayne said she was aware Dinah had obtained some information about the North Guildford Park and Ride 'needs analysis'. **Action: Dinah**

**(Constitution)**

- 4.9. Obtaining quotes for indemnity insurance. Again deferred. **Action: Wendy**

**(Other Business)**

- 4.10. Receipt of sponsors payment for the AGM. Pauline - Emmanuel Church. Jayne - Ladymead Carpets and Esporta. **Action: Pauline & Jayne**
- 4.11. Minutes of the 2005 AGM. **Action: Ian**
- 4.12. Moving to a new web-site host. Not urgent. Ian will attend to this when he has more time or in the unlikely event the need for more web-space becomes urgent. **Action: Ian**
- 4.13. Pauline to give the raffle license form to Malcolm to submit. **Action: Pauline & Malcolm**
- 4.14. Ian has not yet had a response from Eyez-Open **Action: Ian**

**5. Planning Sub-Committee**

- 5.1. Paul gave the Planning Sub-Committee Chair's Report [see page 4].
- 5.2. Pauline agreed to contact Mark Havlar regarding Friends of Whitmoor Common and ask him to contact Paul. **Action: Pauline**
- 5.3. Noted GBC is suggesting Riverside is put aside as a 'significant area of new green space' with no mention of upgrading the site. Residents have complained GBC have removed seating and other facilities. May require new access point nearer to Whitmoor Common. **Action: Jayne to discuss with Fiona and get back to Paul**

**6. Traffic Sub-Committee**

- 6.1. Paul gave Traffic Sub-Committee Chair's Report [see page 4].
- 6.2. Michaela and Pauline agreed to find a way up through council procedure to get SCC to recognise a pan-Stoughton problem. Michaela also agreed to provide details of council contacts. **Action: Michaela and Pauline**
- 6.3. Paul agreed to attend the GBC Executive meeting on Thurs 13<sup>th</sup> July to speak on Traffic (and TBHSPA). **Action: Paul**
- 6.4. Paul noted PC Steve Cake does not answer emails or phone messages and fails to turn up to meetings. Pauline agreed to contact Steve Cake. **Action: Pauline**

**7. Constitutional Review Group**

- 7.1. Ian reported Gavin had not had any response from Glen Herbert. It was agreed that Ian and Gavin should proceed on their own. **Action: Ian & Gavin**

**8. Public Safety Sub-Committee**

- 8.1. Robin said he has recruited PCSO Sheila Willis and hopes to involve Andy Coumbe. The committee is made up of Robin, Maureen, Pauline, Wendy, MichaelA and Sheila.
- 8.2. Robin reported QEP is waiting for Steve Cake to provide radios as one of the agreed methods of combating anti-social behaviour in and around QEP.
- 8.3. MichaelA proposed that QEPRA and SCA join forces on public safety issues. This received full support. **Action: MichaelA to propose same to QEPRA**
- 8.4. Outstanding action to produce a terms of reference for the sub-committee. **Action: Robin and committee**

**9. Community Centre Project**

- 9.1. Maureen gave the Community Centre Project Chair's Report [see page 5].
- 9.2. Maureen presented copies of the Critical Path plan. It was agreed the plan should be kept up to date with details of what has been completed. **Action: SCCP (Maureen)**
- 9.3. Peter agreed he would try to provide previously promised information by the next SCCP meeting, 21<sup>st</sup> July. **Action: Peter**
- 9.4. It was agreed that planning for fund raising should proceed, but actual fund-raising must wait until it is know what funds are required. Peter to provide latest guidelines of what is needed for lottery funding. **Action: Peter**

**10. AOB**

- 10.1. Maureen reported she had helped organise a successful meeting at Emmanuel Church for residents neighbouring QEP Phase 9 regarding transfer of parcels of land to residents. £1 voluntary contributions paid for hall hire leaving £13 for SCA.
- 10.2. It was agreed there was no immediate requirement for subscriptions.
- 10.3. It was agreed to produce a general SCA budget. **Action: Malcolm**
- 10.4. Pauline reported that Stoughton and Bellfields Youth and Community Centres would not be closed down and would hopefully become a joint community partnership.

The meeting closed at 9:35pm

DATE OF NEXT MEETING: **MONDAY 14<sup>th</sup> AUGUST 8pm at EMMANUEL CHURCH**

**Acronyms**

- GBC** Guildford Borough Council  
**SCC** Surrey County Council.  
**LDF** Local Development Framework – replaces the old Local Plan  
**TBHSPA** Thames Basin Heath Special Protection Areas – includes Whitmoor Common

Minutes prepared by Secretary of the meeting Ian Godfrey.

Approval of these minutes was:

Proposed by .....

Seconded by .....

Approved at a meeting held at .....

On .....

**Planning Sub-Committee – Chair's Report**

**July 10<sup>th</sup> 2006**

**Progress**

1. Anne Milton commented on South East Plan on our behalf – stating the need for infrastructure upgrades to keep up with development
2. Statement of Community Involvement – read and only requirement is to ensure they have the right contact details – Paul will respond on behalf of the association
3. Core Strategy is more problematical and requires careful thought. The document continues the theme that guidelines are hard and fast, rather than guidelines.  
<http://www.guildford.gov.uk/GuildfordWeb/Planning/Consultations/CoreStrategy.htm>

**Issues / Decisions**

4. SCI comments are likely to be positive,
5. Core Strategy comments will centre around infrastructure, current density levels, rigid interpretation of guidelines where it promotes additional building.
6. Again Paul asks for volunteers to read documents. Please.
7. Paul will also ask for help from Liberal Councillors as to the phrasing and tone of the response

**Plans**

8. SCI Response by 12<sup>th</sup> July.
9. Core Strategy Response by 31<sup>st</sup> July

**Traffic Group Progress**

**July 10<sup>th</sup> 2006**

**Progress**

1. Presented to local committee in questions and answers session
2. Presented petition to SCC Executive in Kingston – 20<sup>th</sup> June
3. Distributed copies of DVD and traffic report
4. Conversations with Rebecca Camber were not fruitful, but understandable

**Issues / Decisions**

1. None

**Plans**

1. Meeting scheduled 13<sup>th</sup> July 2006
2. Decision to be taken as to next course of action

**Stoughton Community Centre Project – Chair's Report**

**July 10<sup>th</sup> 2006**

**Progress**

1. A very valuable SCCP meeting on 22nd June with a warm welcome to and the content of based on the input by Michael Hanson, the team's latest recruit.
2. The decision that with so many unknowns to produce a critical path identifying each of the required steps towards achieving the objective.
3. Ian Godfrey volunteered to produce.
4. The draft for the business plan was provided to the team asking for additional input and amendments.
5. A list of issues to be considered for the new s106 together with the SCCP critical path plan was sent to Richard Lingard at GBC.

**Issues / Decisions**

1. The draft amendment for the new s106 was delivered to the Developers 10 days ago but has not yet been given to GBC for approval (R Lingard now on holiday for a week)
2. The Energy Savings Trust has advised '*Please bear in mind all installations must be completed, commissioned, inspected and claims submitted by 28 February 2007. Anything completing and submitting a claim after this time will not be eligible for their grant.*' This would seem impossible if the developers have yet to sell the plot and the planning permission.

**Plans**

1. The next SCCP meeting is scheduled for 21<sup>st</sup> July at 8.00pm at my home.
2. MB to progress the application to the Charities Commission based on the original team Trustees (who accept the current constitution).
3. To progress the required research and preparation of the business plan.
4. Assuming progress on the new s106 amendment and feedback on the PV grant, decisions on how then to proceed, will be made.