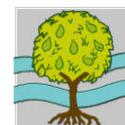


Pyrford Neighbourhood Forum



MINUTES OF COMMITTEE MEETING

REF: PNFM171115

DATE: Tuesday 17th November 2015

VENUE: 8pm Pyrford Village Hall

PRESENT: Geoff Geaves (Acting Chairman), Martin Doyle (Chairman)

Cliff Bolton, Brian Dodd, Carole Gale, Andy Grimshaw, Ian Mills, Joy Sachak, Ian Whittle

1. APOLOGIES: Graham Christie

ACTION BY	MINUTE
	1.0 Welcome
IM	<p>2.0 Approval of the Minutes of the previous meeting.</p> <p>The minutes of the previous meeting were distributed and approved. The action points from the last meeting were noted and the actions taken were explained:</p> <p>GG has incorporated all changes into the plan and it has been sent out.</p> <p>IM has prepared a table showing the changes between version 11 of the plan, which went out to consultation, and versions 13 and 14 which were the result of listening to feedback. He will send this out to group leaders tomorrow who were asked to ensure that changes were justifiable. IM emphasised that changes should only be in response to the local consultation and comments from Nigel McGurk and WBC.</p> <p>IM has met with MD and obtained most of the missing evidence he had identified. GG confirmed that a Focus Group meeting which it was planned to set up was later thought to be unnecessary.</p> <p>CG reported on the Twitter account and stated that the Forum has 89 followers and has issued 67 tweets.</p> <p>GG reported that the website is established and now needs administrators to load information onto it. He added that he is using MailChimp to propagate email messages.</p> <p>IM pointed out that members require 21 days notice for the AGM and 21 people must be present for a quorum. GG reported that posters were posted on Mon 16 Nov announcing the AGM and that an email notification was circulated to all Forum members with email addresses earlier on the 17 November.</p> <p>The minutes of 18/06/2015, which were not ready for the previous meeting, were emailed prior to the meeting.</p>
IM AG	<p>3.0 Finance</p> <p>JS and MD have provided the necessary information for IM to produce a set of accounts. They will be presented to Andrew Miller (F.C.A) to be audited with the aim of being ready for the AGM. They will cover periods 2013/2014 and 2014/2015 to the end of August. The Residents Association will provide funds of £1310 with a possibility of this being increased to £1500. Unpaid items will be covered by this funding. AG explained that this funding is open-ended – it does not have to be spent by a particular date. AG agreed to discuss whether we could get a further £190.00 to bring the grant up to £1500 as originally intended.</p>

<p>JS</p> <p>JS</p> <p>MD</p>		<p>Any future spending must be funded by cheques from the treasurer. Members must not spend money first and then ask for refunds. All claims should be covered by invoices.</p> <p>CB asked if an account book could be kept and JS agreed to do this. Receipts for all expenditure must also be obtained. JS also agreed to arrange for two more cheque signatories. These will be GG and IM.</p> <p>A further sum of £7670 of government funding has been promised. There are terms and conditions attached to the spending of this fund and MD has the details and agreed to copy this on to GG. The money has to be spent by 31.03.2016. MD explained that we are waiting for Woking Council to get back to us – they will receive the money on our behalf and some details need to be finalised with them.</p> <p>Some discussion ensued on future funding. GG pointed out that if the Forum continues it will need a fighting fund. MD suggested that it might be possible to have a combined subscription with the RA. CG stated that this might not be popular with residents. MD said there could be an opt-out clause.</p>
<p>CG/GG/ GC</p> <p>IM</p>	<p>4.0</p>	<p>Status of Plan & Consultation Statement</p> <p>Version 14 of the plan has been sent out. GG would like to send this version to Nigel once group leaders have examined IM's spreadsheet to ensure that all changes from previous versions are justified. GG reiterated that we cannot ask Nigel to examine the plan until the government grant has materialised and we are in a position to pay him.</p> <p>The consultation statement is close to a final version. GG pointed out that we have had verbal comments on the plan from community groups but we need something in writing. The principle groups we are seeking statements from are the church, the school, the social club and the cricket club. GG and CG will contact the social club and the cricket club. GC has contacts with the church and the school and GG will ask GC to produce something concrete.</p> <p>IM will finalise the consultation statement and circulate to the four subgroups for comment and approval.</p>
<p>GG</p> <p>All</p> <p>AG</p>	<p>5.0</p>	<p>Organising for the future</p> <p>GG distributed a one page document on the options for the future of the Forum. CG mentioned that another option might be to convert to a Parish Council. GG agreed to add this to the document. MD said the Forum has standing in the community and it would be a mistake to fold. CG asked if the options could be circulated to Forum members to ask for opinions prior to the AGM. GG asked that we all read the document and approve it prior to it being sent out.</p> <p>CB expressed a wish to keep the Three Villages Residents' Association and the 3 separate Forums. AG referred to some of the practical problems of merging forums into the RA.</p> <p>It was suggested that we look at what other Forums have done post plan. AG agreed to contact Hook Heath who have recently had their plan accepted to obtain information.</p> <p>GG said that we need to have a small number of clear proposals agreed at the next meeting which we can put to the AGM.</p> <p>GG outlined the roles he expects will be needed to take the Forum forward. These are:</p> <p>Chairperson - MD confirmed that he is stepping down, GG offered to stand for this role if all the other posts can be filled. MD offered to be a vice-chairperson</p> <p>Treasurer - JS offered to continue in this role. IM offered to be on a finance sub-committee</p>

		<p>to assist her.</p> <p>Secretary - Brian volunteered to stand for this role</p> <p>Membership secretary - Yvonne Geaves has volunteered to stand for this role.</p> <p>Webmaster</p> <p>Events coordinator</p>
	6.0	<p>Site allocation DPD</p> <p>It was reported that there were around 3,500 objections to the Site Allocation DPD and these are still being coded and registered. The council are not expected to formulate a response until January.</p>
	7.0	<p>There was no other business and the meeting closed at 10.00pm</p>
	8.0	<p>The next Committee Meeting is scheduled for 1 December in the Committee Room of the Village Hall</p> <p>AGM scheduled for 7th December.</p>