



**MINUTES OF MEETING**

**REF: PNFAGM28Nov2022**

**SUBJECT:** Pyrford Neighbourhood Forum AGM Meeting

**DATE:** 8.00pm Monday 28<sup>th</sup> November 2022

**VENUE:** Pyrford Village War Memorial Hall

**PRESENT:** Andy Grimshaw - Chairman, Joy Sachak - Treasurer, Cliff Bolton, Pauline de Marco, Gary Elson, Geoff Geaves, Ian Mills, Ruth Heywood, Tim Matthews, Mike Tibbotts, Stewart Dick, Ian Whittle,  
In total 23 residents attended the meeting.

Ref	MINUTE
<p><b>1.</b> <b>1.1</b></p>	<p><b>Introductions &amp; Welcome</b></p> <p><b>Welcome by Chairman</b></p> <p>The Chairman welcomed everyone to the meeting and thanked them for attending. This was the second AGM held in 2022: the meeting in February had been held over from the previous year as a result of COVID restrictions. The Chairman then introduced the members of the committee.</p> <p>The meeting would start with the formal AGM business, followed by a break for refreshments, then reports from the Chairman and on the Heritage Conservation Assessment and Nature Study. There would be an auction and a raffle during the refreshment break.</p>
<p><b>2.</b> <b>2.1</b>  <b>2.2</b>  <b>2.3</b></p>	<p><b>AGM Business</b></p> <p><b>Apologies for Absence</b></p> <p>Nick Aiken, Liz Bowes, Graham Chrystie, Steve Dorsett, Gary Elson, Peter Graves, Bob Tilley, Gordon Brierley</p> <p><b>Minutes of the Last AGM</b></p> <p>The minutes of the last meeting on 22<sup>nd</sup> February were agreed as a correct record.</p> <p>Proposer: Cliff Bolton Secunder: Ron Colvin</p> <p><b>Any Matters Arising</b></p> <p>David Askew mentioned he had received a copy of the Woking Council SADPD report for the whole borough. He was asked to forward this to the Chairman.</p>



<p><b>2.4</b></p>	<p><b>Finance Report 2021 – 2021/2022</b></p> <p>The Forum has 3 accounts.</p> <p>The Main Account is for the day-to-day operation of the Forum. The main source of income is from the Residents’ Association. This year’s accounts include 2 payments, one being rolled over from the previous year, together totalling £2,382. Running costs were £1,187.78 spent on printing, publicity, and insurance.</p> <p>The Campaign Fund was set up to allow the Forum to protect those things that we all value as important in Pyrford. Income relies on fund raising which this year included a Wilding Tea Party, a Heritage Walk, sale of a Calendar featuring local wildlife, and a Heritage DVD. A significant amount of the built up fund will be required for the next stage of the Heritage report due shortly.</p> <p>The 200 Club has been set up as another means of raising funds and members are encouraged to join. This year’s payout includes some catching up from last year when draws were delayed by the COVID restrictions.</p> <p>Finally, the Treasurer thanked the friends on the Neighbourhood Forum and especially Grant MacDonald who has examined the accounts over recent years. The Forum requires a replacement examiner and volunteers would be welcome.</p> <p>A copy of the accounts is attached to these minutes.</p> <p>The accounts were accepted.  Proposer: Stewart Dick  Secunder: Pauline DeMarco</p>
<p><b>2.5</b></p>	<p><b>Election of Committee &amp; Examiner</b></p> <p>The Forum committee comprised 14 elected members and one representative from the Residents’ Association. There were currently 2 vacancies and volunteers to fill these would be welcome. The existing committee were re-elected en bloc.  Proposer: Gordon Brierley  Secunder: Tony Pratt</p> <p>The Forum requires a replacement examiner and volunteers would be welcome.</p>
<p><b>3.</b></p>	<p><b>Refreshment Break</b></p> <p>The meeting then paused for a refreshment break during which a raffle was held. As the attendance was so limited, it was decided not to hold an auction for the painting that had been donated to the Forum. Attendees were advised that the wild life calendar and DVDs were on sale.</p>
<p><b>4.</b></p>	<p><b>Update Reports</b></p>
<p><b>4.1</b></p>	<p><b>Chairman’s Report</b></p> <p>The Chairman thanked the committee for their ongoing support throughout the year.</p>



	<p>Bob Tilley and Tim Matthews had resigned from the committee.</p> <p>Tim continues to be involved with the Forum and was looking after the PA &amp; presentation of slides tonight. He had produced Pyrford Portraits, Wild Pyrford, and the Heritage DVD.</p> <p>Our local Woking Borough Councillors and Surrey County Council Liz Bowes have joined us when they could and the Forum was grateful for their support.</p> <p>We thank the Residents' Association for their ongoing financial support and Stewart Dick who remains as their representative on the Forum committee.</p> <p>There are 2 vacancies on the committee so any volunteers would be welcome.</p> <p>The forum's fundraising included the Wilding Party, Heritage Walk, sales of calendars and Heritage DVDs which are ongoing, and profits from the 200 Club.</p> <p>Much of the money raised has been for a Heritage Assessment carried out with the agreement of Woking Borough Council (WBC), the last Woking wide assessment being in 2000.</p> <p>Among other activities, the Forum has issued regular Newsletters, and reviewed and where appropriate commented on planning applications. Forum representatives have met with WBC planners to get a better understanding of the planning process.</p> <p>One project underway is to convert the open land between Coldharbour Lane and Hacketts Lane into a small park as a commemorative area to Queen Elizabeth II. WBC are providing 6 trees and there are additional funds from the Co-op Local Community Grant. The Forum is grateful to Councillor Peter Graves for leading on the grant application.</p> <p>The amount of CIL money in Pyrford has risen by around £15,000 from the collection of monies from the Marshall Parade development.</p> <p>The Forum thoughts are now turning towards the future, developing a vision of what we wish to achieve and a mission to deliver that vision. In order for this vision to be brought to fruition the Forum will need to be redesignated as this has to happen every 5 years.</p> <p><b>4.2</b> Activities already planned for 2023, include a stall at the Village Show in July and another Wilding Tea Party in October.</p> <p><b>Heritage Conservation Assessment</b></p> <p>Geoff Geaves presented a report of work done on the Heritage Review and this was followed by a presentation on a Nature Study being led by Mike Tibbotts.</p> <p><b>1. The Process</b></p> <p>The Green Belt Review carried out by WBC in 2014/15 had to rely on a Heritage Study last carried out in 1999. The Forum decided to approach WBC about carrying out an up-to-date Heritage review that could be included when WBC did the next Borough wide review. This was agreed by WBC but required professional input. The Forum appointed LDA and Headland Archaeology to carry out those aspects of the study that required their expertise but much of the work has been carried out by volunteers from the Forum.</p>
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## **2. Where we have got to:-**

Local information sources – books, historians, authors and maps etc. have been catalogued.

Terms of Reference post-Covid have been ratified.

Landscape and Townscape Character Assessment are near completion.

A Baseline Heritage Assessment is also near completion.

Meanwhile the Forum have raised general awareness of the issues via Newsletters, DVDs, Videos, and Calendars whilst at the same time raising around £13,000 to support the work.

## **3. Priorities**

Heritage assets of particular value include:-

The Escarpment and Rising Ground of Landscape Importance

Old Pyrford Village & Wheelers Farm

The Old House and Lees Farm

The Cart Barn and Granary Store

More generally trees, hedgerows and open spaces throughout the Forum area.

As part of this process, it has become clear that Heritage assets are not just related to buildings but Nature (flora and Fauna), and Landscapes and the interactions among them.

## **4. Next Steps**

GG summarised progress to date on the Heritage Project and discussed the next steps for the project as follows:

1. Finalise the Baseline Heritage Appraisal being prepared by Headland Archaeology
2. Prepare heritage recommendations in a Heritage Report and Justification for Change for submission to WBC for the Adoption by the Council within Pyrford.
3. Input the Landscape and Townscape Character Assessment plus the Heritage Report into the next planning round for 2027 onwards.

Incorporate the Broader View of Heritage in the next Pyrford Neighbourhood Plan required from 2027 onwards

## **Nature Study**

Mike Tibbotts presented a fascinating look at the work being done by a Nature Study of assets in Pyrford.

There are 6 questions that are considered- why, what, where, when, how, and who.

The reason **why** is that all nature is an asset to our community, it enhances all our lives, is a big part of why we live in Pyrford, and there seems to be no reason why



	<p>we wouldn't want to protect it. The study is important as if we don't know what we have, we won't know how to protect it.</p> <p><b>What</b> includes all nature as assets and anything the community considers to be important. We should all be concerned that flora and fauna are dwindling or even disappearing.</p> <p><b>Where</b> includes all of Pyrford even the around 32% of urban development as wildlife is present throughout the area. Significant contributors to non-urban areas are golf courses, woodland, farmed land, and equestrian pasture at around 25%, 12%, 9%, and 8% respectively. It is important is to maintain green corridors to allow wildlife to move between areas.</p> <p>The <b>when</b> is now with studies underway to establish a historical database. These can be ad-hoc as well as tracing the changes over seasons.</p> <p>The <b>how</b> is by use of the Irecord Phone &amp; PC map-based database system as used by SWT</p> <p>The <b>who</b> is any PNF or other residents willing to partake in the study. This can be by observation in the general area but also in your own back gardens. Please report any sightings of rare animals or birds and unfortunately any that are the subject of road-kill. Of particular concerns are hedgehogs and badgers with too many of the latter killed on Upshott Lane.</p> <p>Mike then answered questions from a number of attendees.</p>
<p><b>5.0</b></p>	<p><b>Any Other Business</b></p> <p>There being no additional business the meeting closed at 9:20 pm.</p>