



**MINUTES OF MEETING**

**REF: PNF25Oct2021**

**SUBJECT:** Heritage Conservation Assessment (HCA) Project Update Meeting with WBC.  
**DATE:** 2:00pm Monday 25 October 2021  
**VENUE:** By Zoom videoconferencing  
**PRESENT:** **For PNF:** Geoff Geaves (GG), Andy Grimshaw (AG) Joy Sachak (JS), Ian Whittle (IW)  
**For WBC:** Ernest Amoako (EA), Tom Simpson (TS)  
**APOLOGIES:** Pauline De Marco (PdM)

**MEETING OBJECTIVE:** Whilst the pandemic disrupted PNF work on the HCA project considerable progress had been made and the point has now been reached where assessment of heritage conservation opportunities identified will start. Therefore, the Forum is ramping up communications with stakeholders. This meeting marks the first of such update communication sessions.

ACTION	Ref	MINUTE
	1.0	<p><b>Introductions</b>  <b>GG</b> welcomed everyone and thanked <b>EA</b> and <b>TS</b> for setting up the meeting.</p>
	2.0	<p><b>Progress To Date</b>  <b>GG</b> reviewed the papers circulated in advance pointing out that:</p> <p><b>2.1 Outline Plan</b> – In terms of work completed the project was about to start Task 5</p> <p><b>2.2 Project Definition</b> – attention was drawn to summary statements used at a recent tour of work being undertaken at The Old House.</p> <p><b>2.3 Heritage Catalogues</b> pertaining to Pyrford – These have been compiled over the last 2 years and cover:</p> <ul style="list-style-type: none"> <li>• History bibliography covering Pyrford</li> <li>• Local historians</li> <li>• PNF and SHC map (Surrey History Centre) archives dating back to 1575</li> <li>• SCC HERs (Surrey County Council Historic Environment Records) for Listed Buildings</li> <li>• SCC HERs for Monuments</li> <li>• SCC HERs for Parks &amp; Gardens</li> <li>• SCC HERs for Find Spots and Negative Evidence</li> <li>• WBC locally listed buildings of Architectural Significance and Townscape Merit.</li> </ul>



	<p><b>2.4</b></p> <p><b>2.5</b></p>	<p><b>Landscape and Townscape Character Assessment</b> – Prepared by LDA an early draft was shared with WBC for the Reg 19 SADPD consultation and is now nearing completion.</p> <p><b>Threats and Opportunity Priorities</b> – based on a brain-storming process comment was invited as this list would become the basis for moving forward with the study.</p>
	<p><b>3.0</b></p> <p><b>3.1</b></p> <p><b>3.2</b></p> <p><b>3.3</b></p> <p><b>3.4</b></p> <p><b>3.5</b></p>	<p><b>Feedback on Work To Date</b></p> <p>In a helpful discussion <b>EA</b> made the following points:</p> <p><b>Pyrford Escarpment Rising Land of Landscape Importance (ERLoLI)</b> – This locally designated area is defined in policy CS24 of the Woking Core Plan. As such it is an integral part of the SADPD that has recently been approved by the Secretary of State.</p> <p><b>Randall’s Field</b> – If Randall’s Field were to be incorporated in the ERLoLI then the area would change in area and the change would be a change to the SADPD Proposal Map (Oct 21) and require consequence consultation and ratification.</p> <p><b>Change Opportunities</b> – The WBC Core Plan must be reviewed at 5 year intervals. The next review is scheduled for 2023. However, the current plan expires in 2027 when a new plan must be introduced. Opportunities to change the designated of the area theoretically exist at both these points</p> <p><b>Consequences</b> – The issue of Randall’s Field is subject to the Core Plan separately from the HCA process. The Forum need to decide if the HCA should be delayed whilst the status of Randall’s Field is resolved or if the HCA proceeds without the Randall’s Field issue. The Forum will need to plan for all phases of both these processes.</p> <p><b>Project Scope</b> – the work done to date will however be important in assessing the conservation areas in the Forum area. <b>GG</b> responded by pointing out that we were addressing all heritage in the Forum area as per the agreement reached when the project started in 2018/2019 rather than just the conservation areas in the area.</p>
	<p><b>4.0</b></p>	<p><b>Process Moving Forward</b></p> <p><b>EA</b> confirmed that in progressing the HCA work the council would need to:</p> <ul style="list-style-type: none"> <li>• Validate the work done with key stakeholder organisations</li> <li>• Hold a 6 week consultation in the Forum area</li> <li>• But a community referendum would not be required.</li> </ul>



	<p><b>5.0</b></p>	<p><b>Key Conservation Area Questions.</b></p> <p>The questions on conservation were not addressed individually but in response to what husbandry limitations there were within a conservation area <b>EA</b> confirmed there were no limitations provided notice of 6 weeks was provided to WBC</p>
	<p><b>6.0</b></p>	<p><b>Meeting Close</b></p> <p>The meeting closed at approximately 1700h with undertakings on both sides to stay in touch and the offer to go back to WBC if any further queries arose.</p>