



MINUTES OF MEETING

REF: PNF30Sept2019

SUBJECT: Pyrford Neighbourhood Forum – HCA Progress Meeting

DATE: 7.30pm Friday 30th September 2019

VENUE: Committee Room, Pyrford Village Hall

PRESENT: **For PNF:** Geoff Geaves (GG), Cliff Bolton (CB), Graham Chrystie (GC), Tim Matthews (TM) Pauline DeMarco PdM)

For WBC: Tom Simpson (TS), Stephanie Broadley(SB)

APOLOGIES: Andy Grimshaw, Gary Elson (GE), Ian Mills (IM), Ian Whittle (IW), Joy Sachak

ACTION	Ref	MINUTE
	1.0	<p>Welcome GG welcomed everyone especially Tom Simpson and Stephanie Broadley. TS and SB were representing WBC on the HCA project for the first time. Participants were introduced and GG briefly explained the history of the Forum and why it was keen to undertake an HCA.</p>
	2.0	<p>Objective Of Meeting To review progress on Task 2 of the HCA Project and meet our WBC partners.</p>
<p>CB GG TM PdM</p>	<p>3.0 3.1</p>	<p>Progress Review GG introduced the draft catalogue circulated before the meeting and proposed that we needed to review the completeness of information recorded and understand what was required and when it might be completed.</p> <p>Local Historians – A preliminary list of 33 works by 16 local and county historians covering or referring to the history of Pyrford were discussed. Assistance was sought to firstly review the information listed and determine what additional information was required. The following actions were agreed:</p> <p>CB – review the information relating to Ashington-Bullen and Bignall GG – review the information relating to Brayley, Cook, Gale and Gibson TM – review the information relating to Jenkins PdM – to review the information relating to Lewin, Malchar, Malden, Manning and Bray, Ogilvy.</p>



GG		<p>GG – review the information relating to Paice, Vine, Wakeford, Wilson</p>
PdM	<p>3.2</p>	<p>The joint objective of completing this catalogue was agreed as the end of October.</p>
	<p>3.3</p>	<p>Architectural – PdM reported that she had identified a work documenting the history of Tarrant Builders who were responsible for much of the St Georges Hill development and some notable properties in Pyrford. PdM is working to get details of this work for the catalogue.</p>
AG		<p>Designated/Non-Designated Assets – The catalogue of built assets drafted by AG has been incorporated into the overall catalogue. He is clarifying a number of anomalies in the draft catalogue. TS reported that he has been tasked with upgrading Heritage 2000, the latest WBC catalogue of designated assets. TS is working to resolve anomalies and ensure mapping information correlates accurately with assets recorded.</p>
		<p>Anomalies in the working PNF catalogue were discussed and TS agreed to:</p> <ol style="list-style-type: none"> 1. Clarify which barn is currently listed at Lees Farm – there are two very old barns adjacent to Lees Farm. One is known as The Cart Shed and the other as The Granary 2. Clarify whether Upshot Lane is officially listed as a 'Double Ditch Feature'
TS		
TS		
GC	<p>3.4</p>	<p>Registered Parks and Gardens – GC reported that he was working on cataloguing and was in touch with a number of information sources.</p>
	<p>3.5</p>	<p>Map Regression – CB reported that he had reviewed the maps available in the PNF Archive but has not had an opportunity to catalogue them yet and asked for a copy of the suggested template.</p>
CB/GG		
GG	<p>3.6</p>	<p>Photographic Record – CB reported that he had taken new records of the more important listed assets and GG confirmed that these photographs and others were now added to the Dropbox reference circulated earlier. It was confirmed that the photographs and all other HCA information are available to all committee members but to no members of the public at the present time. It was confirmed that the objective was to make these materials publicly available, through the PNF website but not until the project has reached a more advanced stage.</p>
	<p>3.7</p>	<p>Information Access and Timing - GG agreed to re-distribute the link to all the HCA information with these minutes. It was agreed that updates to the catalogue would be completed by the end of October.</p>
ALL		<p>In general discussion SB recommended that we consider, in some detail, how we incorporate the Pyrford Escarpment because it's designation as Rising Land of Landscape Importance, whilst local to WBC, is nonetheless a powerful attribute that raises the importance of the area.</p> <p>The meeting closed at about 21:30 with an invitation to a quick drink in the Social Club.</p>