

# West Byfleet Community Liaison Group

Monday 29 March, 6.00pm – held via Zoom

## Attendees:

Name	Initial	Organisation	Notes
Wade Pollard (chair)	WP	West Byfleet Neighbourhood Forum	Chair, West Byfleet Neighbourhood Forum
Ian McAtamney	IMcA	West Byfleet Neighbourhood Forum	Board member, West Byfleet Neighbourhood Forum
Cllr Gary Elson	GE	Woking Council / West Byfleet Business Association	Pyrford ward councillor & chair West Byfleet Business Association
Stewart Dick	SD	Byfleet, West Byfleet & Pyrford Residents' Association	Chair, residents' association
Keith Creswell	KC	Byfleet, West Byfleet & Pyrford Residents' Association	West Byfleet village representative on residents' association
Roland Nevett	RN	West Byfleet Business Association	Retired business owner
Guy Flintoft	GF	Retirement Villages	Planning director
James Ahearne	JA	Retirement Villages	Development director
Spencer Neal	SN	Keeble Brown	Director, community relations
Marian Craig	MC	Keeble Brown	Stakeholder and public affairs manager

## Apologies:

Name	Organisation	Notes
Sally Cantello	West Byfleet Neighbourhood Forum	Plan editor, West Byfleet Neighbourhood Forum
James Lowe	West Byfleet Business Association	Owns JL Butchers
Sunil Khadka	West Byfleet Business Association	Owner of New Haweli restaurant (Station Approach, close to site)
Dharma Sivarajasingham	West Byfleet Business Association / West Byfleet Neighbourhood Forum	Managing partner of local business Excellenium
Cllr Amanda Boote	Woking Council	Byfleet and West Byfleet ward councillor and county councillor for The Byfleets division
Cllr Graham Chrystie	Woking Council	Pyrford ward councillor

Initial	Notes	Action(s)
SN	SN welcomed everyone to the meeting and invited GF to provide an update on the Reserved Matters application	

GF	Confirmed that Woking Council officers have now produced their report, which can be read <a href="#">here</a> . The application is due to be decided at the next meeting of Woking Council's planning committee on 06 April.	
SN	SN introduced Alex Malloy to give an update on demolition.	
AM	<p>Confirmed mobilisation should be completed by the end of this week. Internal strip-out will be completed first, with more visible demolition happening in 5-6 weeks' time. Lorry movements are expected to be a maximum of two per day, outside peak hours. There may be some temporary restrictions on Madeira Road (Sheer House side) including the closure of the pavement to allow retail units to be safely demolished. This closure will only for as long as necessary for the work to be safely carried out. Some car parking spaces in the public car park may also need to be suspended.</p> <p>Confirmed workers will use on-site parking or public transport. Maximum of 24 people on site at any one time, although numbers will be greatly reduced when 'hard demolition' starts.</p>	<p>AM to confirm any road, pavement or parking closures to SN to share with the Liaison Group as soon as possible.</p> <p>SN to advise Liaison Group when 'hard demolition' commences.</p>
SN	SN stated there have been queries on the Facebook page about asbestos removal. AM confirmed that all asbestos will be removed in accordance with government guidelines. He will be able to provide full details of the process for any member who is interested.	
WP	Asked when there will be 24/7 security on site. AM confirmed there has been a physical 24/7 presence since last Monday [22 March 2021].	
AM	Confirmed welfare cabins will arrive on site next week. They will be placed in the car park off Madeira Road. Multiple dust and noise monitoring stations will also be installed later this week/early next week. Confirmed site working hours will be 8am-5pm Monday to Friday. Squibb Group can apply to work on Saturdays 8am-1pm, although this will require prior approval from the council and will only be used if programme falls behind schedule.	AM to advise SN if the programme falls behind schedule.
SN	Asked for an update on bore hole investigations – has there been anything unexpected? AM confirmed Squibb will only be digging down to a maximum of 2m below ground so no difficulties at present. However, main contractor will need to dig deeper to create basement.	AM to advise on any delays to the programme during excavations (at appropriate phase).
WP	Asked when main contractor will be involved. AM confirmed he is discussing the project with several contractors to assess their interest and suitability. Demolition will need to be fully completed before main contractor arrives on site.	AM to advise SN when a main contractor has been appointed.
SN	Asked when the public car park and library will close. AM confirmed they will be open for as long as possible. Closure will be late summer 2021.	AM to advise when closure is expected. SN to update Liaison Group.
WP	Asked if there will be any road closures to allow utilities companies to upgrade their networks as happened with Broadoaks. AM stated he is not aware of any utilities which need upgrading. Although UK Power Networks have a substation to the rear of Sheer House, a nearby substation can be boosted, allowing this one to be removed. A partial road closure may be required should UK Power Networks require it to disconnect cables.	AM to advise if road closure is expected. SN to update Liaison Group.

KC	Asked team to confirm access arrangements for site traffic. SN stated traffic will enter from Old Woking Road, down Station Approach Road and along Madeira Road. Same route in reverse to exit. Group were pleased with this arrangement.	
IM	Asked if there was a one-way system in place. AM confirmed both entrance and exit will be from Madeira Road but another access point on Station Approach Road may be used when retail units have been demolished. SN added that using an entrance which is not accessible to the public is safer while the public car park is still in use.	AM confirmed safety is always the priority.
KC	Asked about lorries turning into Madeira Road and Station Approach Road as there is a pedestrian refuge which local buses often struggle to negotiate. AM stated that Squibb Group has not flagged this as a risk, but RLF will monitor lorry movements and take action if necessary. SN suggested asking Squibb Group to provide swept path analysis drawings for the next meeting.	AM to ask Squibb Group for swept path analysis drawings.
WP	Wished Retirement Villages good luck on 06 April – Group agreed. SD asked if there was anyone due to speak to against the application. GF confirmed there is not.	Meeting closed 18.45.