

# West Byfleet Community Liaison Group

Monday 17 May, 6.00pm – held via Zoom

## Attendees:

<b>Name</b>	<b>Initial</b>	<b>Organisation</b>	<b>Notes</b>
Wade Pollard (chair)	WP	West Byfleet Neighbourhood Forum	Chair, West Byfleet Neighbourhood Forum
Terry Unitt	TU	Retirement Villages	Senior Project Manager
Keith Creswell	KC	Byfleet, West Byfleet & Pyrford Residents' Association	West Byfleet village representative on residents' association
James Ahearne	JA	Retirement Villages	Development director
Cllr Gary Nelson	CGN	Woking Council / West Byfleet Business Association Retirement Villages	Planning director
Stewart Dick	SD	Byfleet, West Byfleet & Pyrford Residents' Association	Chair, residents' association
Spencer Neal	SN	Keeble Brown	Director, community relations
Georgia Harkell	GH	Keeble Brown	External Relations and Communications Executive

## Apologies:

<b>Name</b>	<b>Organisation</b>	<b>Notes</b>	
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	
Ginny Cordy-Redden	GC	Retirement Villages	Development Manager
Roland Nevett	West Byfleet Business Association	Retired business owner	

Initial	Notes	Action(s)
SN	SN welcomed new faces - Terry Unitt who is the new Senior Project Manager working on the Sheerhouse site who has recently joined RVG.	
GH	Georgia Harkell the new External Relations Executive at KB assisting on digital channels, community engagement & meeting minutes.	
TU	TU informed site security/ out of hours contact is being handled by Squibb, who are responsible for the site. They have emergency contact details available on Madeira Road. The police are aware of trespassing, the site is a high-risk environment – demolition/asbestos, but Squibb have put relevant measures in place such as locking up building during evenings etc.	
WP/TU	WP notes the scaffolding on ground level being elevated risk as it provides an incentive for trespassers to climb. Hoarding needs to be applied to the area. TU confirmed Squibb are aware and on top of this.	
SN	SN asked TU for key demolition dates.	
TU	Confirmed 26-week demolition programme, completion for end of September ready for main contractor to come on board in mid-November. Currently tendering for main contractors. Confirms 40 tonne excavator is on site working on lower level of retail units. Squibb won't be blocking any roads with this machinery. Scaffolding to be complete mid-June. Soft strip & asbestos removal underway. Progress meeting with Squibb 21/6.	
WP	Stated the community are very interested in the project, would be good to have more detailed demolition updates including dates/schedules/progress photography etc.	TU to get weekly updates from Squibb on demolition to feed to KB newsletters
SD	Requests weekly newsletter to post on the RA website	GH to send to SD
SN	Ask's JA for post office/temporary library update	
JA	Post office not moved forward as of yet, waiting for occupation. Positive progress from Surrey council on temporary Library space, a potential location has been sourced.	
JA	AOB – naming of building. JA confirmed Botanical Place as new name to be put forward to replace Sheer House. (They are in talks with naming numbering service at local authority) References historical context of the essential oil refinery close to the site, links to road name Lavender Park. Confirmed will still have names for the buildings.	SN to update on any developments.
WP	Suggestion of community to give options for naming of the buildings.	
CGN/JA	Confirms names are not decided by the local authority, community will be engaged and involved of the naming.	

SN	Confirms the name Botanical Place will raise the bar for RVG group to achieve high quality of planting/trees and raise the profile of the Later Living scheme's zero net carbon goals.	
WP/SN	Suggests next meeting for 7 <sup>th</sup> June, but will liaise week prior to check enough developments to update on.	