

# West Byfleet Community Liaison Group

Monday 13<sup>th</sup> July, 5:30pm – held via Zoom

## Attendees:

Name	Initial	Organisation	Notes
Spencer Neal	SN	Keeble Brown	Director, community relations
Celia Cox	CC	Keeble Brown	PR and communications intern
Wade Pollard (Chair)	WP	West Byfleet Neighbourhood Forum	Chair, West Byfleet Neighbourhood Forum
Terry Unitt	TU	Retirement Villages Group	Senior project manager
Cllr Steve Dorsett	CSD	Pyrford Council	Pyrford ward councillor
Guy Flintoff	GF	Retirement Villages Group	Planning director
Keith Creswell	KC	Byfleet, West Byfleet & Pyrford Resident's Association	West Byfleet village representative on residents' association
Ian Mcatamney	IM	West Byfleet Neighbourhood Forum	Board member, West Byfleet Neighbourhood Forum
Cllr Josh Brown	JB	Woking Council	Woking ward councillor
Stewart Dick	SD	Byfleet, West Byfleet & Pyrford Residents' Association	Chair, residents' association
Cllr Gary Elson	GE	Woking Council/West Byfleet Business Association	Pyrford ward councillor & chair West Byfleet Business Association

## Apologies:

Name	Initial	Organisation	Notes
Cllr Amanda Boote	AB	Woking Council	Byfleet and West Byfleet ward councillor and county councillor for The Byfleets division
Peter Collis	PC	Waitrose & Partners	Store Manager
James Ahearne	JA	Retirement Villages	Development director
Sunil Khadka	SK	West Byfleet Business Association	Owner of New Haweli restaurant (Station Approach, close to site)
Cllr Graham Chrystie	GC	Woking Council	Pyrford ward councillor
Dharma Sivarajasinham	DS	West Byfleet Business Association/West Byfleet Neighbourhood Forum	Managing partner of local business Excellenium
James Lowe	JL	West Byfleet Business Association	Owns JL Butchers
Roland Nevett	RN	West Byfleet Business Association	Retired business owner

Initial	Notes	Action(s)
SN	Welcomed everyone to the meeting.	
TU	*Shared screen outlining programme update*	
TU	Short term update:	

	<ul style="list-style-type: none"> <li>- Low level retail unit demolition - good progress (Madeira Road end)</li> <li>- Sheer house asbestos removal - completed</li> <li>- Monarxflex protection to scaffolding installed</li> <li>- Targeted low level retail units, demolished at library end - to complete in August</li> <li>- Currently targeting the deconstruction of the stair core cladding and structure</li> <li>- Long reach demolition to tower to commence – 19<sup>th</sup> July</li> <li>- Long reach demo complete – 6<sup>th</sup> August</li> </ul>	
TU	<p>Longer term update:</p> <ul style="list-style-type: none"> <li>- Vacant possession of library and car park – 01 Sept (including new hoarding surrounding site)</li> <li>- Completion of demo Oct/Nov</li> <li>- Main contractor appmt – Nov/Dec</li> <li>- Main contractor start – Dec/Jan</li> </ul>	
TU	Confirms that the dates have slightly changed since last meeting, as Squibb is being given extra tasks to prevent the main contractor being overloaded.	
WP	Asks TU if long reach has started.	
TU	Confirms that it has not started but it has been making an incision in the top of the building to allow for enabling works.	
SN	SN asks TU to explain the concrete slabs.	
TU	The incision allows materials to be moved to the centre of the building to prevent them from falling off the sides. The large concrete panels are on book ends of the building so for safety are moved to the middle.	
TU	*Shares several images of a time-lapse between 29 March and 9 July, bringing down the retail units and site today*	
KC	Asks TU what is happening with the benches on Station Approach.	
TU	Answers that RVG is working with KB and project managers to come up with a list of local artefacts (including notice boards and benches) to work out what's being reused and what could go into skip.	
KC	KC points out that two notice boards belong to the residents' association.	
SN	KB are drafting an inventory of artefacts so that we know where everything is. Planters are one example. 1 <sup>st</sup> call is to return to those with a legitimate claim, 2 <sup>nd</sup> call is to recycle in village, 3 <sup>rd</sup> call is to recycle with Squibb.	To speak with residents' association and business association about artefacts. (Not urgent).
SD	Asks TU how realistic it is to plan for the main contractor to be appointed in December and begin works in December.	
TU	TU explains that the commencement of works in December/Jan will be the commencement of mobilisation works e.g. getting everything they need on site.	

SN	Moves on to community initiatives. Provides a summary of the planters initiative and coverage in the local media.	To take new photos of planters once planted and upload on Facebook.
SN	<p>Art hoardings initiative overview:</p> <ul style="list-style-type: none"> <li>- 22 of the panels on Station approach will be decorated with community artwork. Botanically themed, green, ecological, references to WB history, local landmarks.</li> <li>- Tony and team will be receiving the boards which have been painted by students in Woking College. Boards are to be affixed on Thursday and on Friday we will arrange a photo-op.</li> <li>- Will not be a big event due to C-19 but everyone can come and say hello to the mural. Local paper will be getting a story.</li> </ul>	
WP	WP asks SN for further details for Friday.	
SN	Should begin on Friday at midday. There will be a second, more formal event in September.	Confirm times and circulate for Friday. Confirm details and circulate for Sept event.
SN	Moves on to utilities. Asks TU to provide overview.	
TU	<p>In background have been coming up with strategy to decommission existing substation on site – We have come up with a plan and that’s with Power On Connections to decommission substation. Local infrastructure upgrades will take place e.g. substation by railway station and works in roadway/on pavements.</p> <p>Power On is speaking to local businesses to reduce disruption. Don’t have the full programme yet as Power On still taking stock of situation. Then will communicate externally.</p>	
SN	Moves on to parking.	
SN	<p>Confirms that the parties are all in contact (SWR, WBC and SCC).</p> <p>Site will have notice boards on hoardings outlining the parking change to the public – wording done just waiting on conformation from council.</p>	
SN	<p>Confirms plans for the notices on hoardings to be up by end of month with press release and social media so public has advance notice.</p> <p>Dates: parking closes 31 Aug and from 1 Sept can use station.</p>	
WP	Raises concern that families will not be aware as schools will have closed so will no longer be going to the parking to see the changes.	
SN	Confirms that KB will post on social media to inform.	
CSD	Asks SN to keep him informed so he can share.	SN to update CSD when ready for posts to be shared in groups.

WP	Asks SN if a notice will go on public toilets as delivery drivers often use them and may have an obligation to provide an alternative.	SN to check the public toilets situation.
KC	Asks SN about charges applying from 10 O' Clock. In September when schools go back, parents often park there and do some shopping. How certain is use from 10 onwards or is it just charging from then onwards?	
SN	SWR's issue is that parking charges form a key part of franchise. Parking tends to be longer term and is much more expensive. They're anxious not to rule out their own customers so that their customers stop paying higher rate and pretend to be local shoppers. We've said that's overly cautious but also don't want to imply SWR will be generous.	
SN	If someone turns up early in the morning, not sure whether if they say they want to park for an hour, whether that tariff will be the 80p that Woking would charge or the SWR charge.	
KC	Asks if an APNR would assist.	Suggests councillors to ask WBC how they're considering to set up the charging system.
WP	WP points out that parents won't use the station if it has APNR. They will still have to park somewhere so have to expect increase in parking on double and single yellow lines. Expect congestion.	
SN	Moves on to library.	
SN	SCC is negotiating with WBC for shape of future library services for West Byfleet to take up key prestige corner of new building, facing St Johns church. In the meantime, there's an agreement still in negotiation for a temporary site. It will not be in churchyard and not mobile but unsure yet where it will be.	
WP	WP outlines that he has posted on Facebook that the old post office will be the new library site.	
GE	SCC and WBC are consulting on old post office and were very careful to avoiding saying it is a done deal.	
SD	Confirms that it was made clear that it was not a done deal.	
GE	Confirms that work may need to be done to the building to accommodate a library. Thus, the issue is not political but also not set in stone yet due to potential works.	
SN	Confirms that SCC has clear requirements in terms of access, back-office space, vehicle access and one concern for church yard was inability to get books in and out. Confirms that current library will be inaccessible from 1 Sept.	
GE	Agrees about requirements. Doesn't see it as a problem but not yet confirmed.	
SN	Confirms next meeting for second Monday in August. Meetings will not lapse for more than 6 weeks.	

