

West Byfleet Community Liaison Group

Monday 11th October, 18:00 – held by Zoom

Attendees:

Name	Initial	Organisation	Notes
William Jankowski	WJ	Keeble Brown	Media & Public Affairs Manager
Joseph Featherstone	JF	Keeble Brown	Account Executive (Public Affairs)
Amy Leigh	AL	Keeble Brown	Account Executive (Media)
Dulcinea Grierson	DG	Keeble Brown	PR & Communications Intern
Wade Pollard	WP	West Byfleet Neighbourhood Forum	Chair, West Byfleet Neighbourhood Forum
Terry Unitt	TU	Retirement Villages Group (RVG)	Senior Project Manager
Guy Flintoff	GF	Retirement Villages Group (RVG)	Planning Director
Keith Cresswell	KC	Byfleet, West Byfleet & Pyrford Residents' Association	West Byfleet village representative on the residents' association
Stewart Dick	SD	Byfleet, West Byfleet & Pyrford Residents' Association	Chair, Residents' Association
Cllr Josh Brown	JB	Woking Borough Council	Byfleet and West Byfleet ward Councillor
Ian Mcatamney	IM	West Byfleet Neighbourhood Forum	Board Member, West Byfleet Neighbourhood Forum
Cllr Steve Dorset	CSD	Woking Borough Council	Pyrford ward Councillor
Seanne Hunter Hill	SH	Woking Borough Council	Neighbourhood Officer

Apologies:

Name	Initial	Organisation	Notes
Spencer Neal	SN	Keeble Brown	Director, Community Relations
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	Owens JL Butchers

Roland Nevett	RN	West Byfleet Business Association	Retired business owner
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Minutes:

Initial	Notes	Action(s)
WJ	Welcomed everyone to the meeting	
TU	*Shared screen outlining demolition progress*	
TU	<p>Short term updates:</p> <ul style="list-style-type: none"> - Everything above ground is complete with demolition, should see long arm taken away from site - Demolition of old library building complete - Continued removal of underground foundations – ongoing - Commencement of crusher for re-use of rubble – ongoing - Power connections and UPKN off-site HV/LV electrical works (reinforcements and underground installations) – ongoing <p>Longer term updates:</p> <ul style="list-style-type: none"> - Completion of demolition on set October/November 2021 - Decommissioning of existing substation - November 2021? - Main contractor appointment 	
TU	*Share screen of image demolition site as it is from last week*	
	<p>Image 1</p> <ul style="list-style-type: none"> - Shows image of rubble from demolition site to be put into effective use 	
TU	*Moves to Image 2*	
TU	<p>Image 2</p> <ul style="list-style-type: none"> - Image showing where the library once stood - Clear image showing how clear the site is 	
TU	*Moves to Image 3*	
TU	<p>Image 3</p> <ul style="list-style-type: none"> - Photograph of the hoarding being guarded by fences and tided neatly to edge of demolition site 	
TU	*Moves to image 4*	
TU	<p>Image 4</p> <ul style="list-style-type: none"> - Image of rubble from Sheer house fed into crusher - Concrete blocks taken away from demolition site 	

	<ul style="list-style-type: none"> - Substation to right hand side waiting for others to finish their work off site before it can be demolished (Reliant on UKPN to cut off power) 	
TU	*Moves to image 5*	
TU	<p>Image 5</p> <ul style="list-style-type: none"> - Last elements of Sheer house coming down - States that hoarding will continue and be ready for contractor to come on site 	
TU	*Moves to Image 6*	
TU	<p>Image 6</p> <ul style="list-style-type: none"> - Photograph of UKPN substation near demolition site 	
KC	In response to Image 6, KC asks whether it will be possible to move hoarding further away from the pavement to prevent obstructing wheelchair users and people with pushchairs	
TU	TU confirms that Image 6 will be sent to contractors to address the issue	
JB	JB asks if there are plans to decorate the outside of the hoarding to make it more aesthetically pleasing to residents.	
TU	TU confirms that they are already planning a marketing project which will incorporate working with the local community to utilise the blue boarding and reduce the visual pollution.	Keeble Brown to work on this marketing idea with RVG
SD	SD asks if the blue boarding will be decorated including artwork from the 46 proposals that local students submitted	
TU	TU states he is unsure how many of the artwork proposals will be utilised	
WJ	WJ confirms that 28 artwork proposals were submitted, not 42	
TU	TU confirms that they plan to use various elements of the art proposals within their marketing scheme. Plan to work with locals to produce something unique.	
WP	WP asks whether observation windows will be installed in the building site	
TU	TU confirms that viewing windows for adults and children will be installed. Also plan to use QR codes to look at the building under construction.	
WJ	*Opens the floor to questions*	
WP	WP asks whether there is a set date for Squid to take over the responsibility of the site once the demolition is complete	
TU	<p>TU confirms that RVG is working on finding a date for the main contractor to come into to take responsibility of the site.</p> <p>States that the date is difficult to predict as it is contingent on when UKPN cut the power, to allow for the final area of demolition.</p>	
WP	WP accepts this as a reasonable response	

TU	TU reiterates that RVG will find a way to cover risks of site management to keep it neat in period of lieu before construction.	
WP	WP describes how there is a large tree stump near the site that is obstructing the narrow pavement. WP states that it needs to be removed soon, but asks if this will be taken care of by RVG or the local council?	
TU	TU states that anything that sits out RVG remit boundary is outside their responsibility, therefore it will be the local council's responsibility for re-paving.	
WP	WP states that he will apply pressure on Surrey highway council.	
WJ	*Opens for questions and updates on local matters*	
GF	GF describes that planning permission blocked for telephone mast.	
SD	SD confirms that the planning manager was robust in what he had to say	
WP	WP asks whether the construction will have an impact on mobile signals	
GF	GF states that the masts that were on Sheer House were decommissioned a long time ago. Given this, there will be no expected fall-off of coverage.	
WP	WP states that there could be local push back if signal goes down but agrees that the argument does not apply in current context.	
GF	GF states that he will keep the community updates on any changes to signal.	
WJ	WJ asks about the agenda item of Trees	
TU	TU confirms that trees have been removed	
WP	WP asks whether RVG would be willing to sponsor the planting of a larger tree in the areas as part of celebration for Queen's jubilee?	
WJ	WJ states he will follow up with a response via email	
WJ	WJ asks about hoardings updates	
TU	TU confirms that progress has been made and reinstates intention for wider marketing project.	
WJ	WJ raises the topic of the school visit to Sheer House site.	
AL	AL describes how four visits were carried out by the local school, they collected drone footage and completed artwork in response to the visit.	Send out materials via email
WJ	WJ asks if library opened successfully	
WP	WP confirms it was open	
WJ	WJ asks about the progress in displaying artefacts and restoration project.	
TU	TU states he is unsure on progress of that topic.	
JB	JB confirms that RVG are waiting for the costings on that	
WJ	WJ asks if there are any other questions	

WP	WP asks if there are predicted to be any more road works in the area	
TU	TU confirms they are not expecting them anytime soon, nothing in immediate term.	
WJ	WJ announces that RVG are sponsoring the fireworks in the areas. Closes meeting 6:35 pm	Post newsletter and social media
	Next meeting scheduled for 8 th November 2021	