

West Byfleet Community Liaison Group

Monday 13 June, 18:00 – held by Zoom

Attendees:

Name	Initial	Organisation	Notes
Spencer Neal	SN	Keeble Brown	Director, Community Relations
Amy Leigh	AL	Keeble Brown	Account Executive (Media and Community Engagement)
Guy Flintoff	GF	Retirement Villages Group (RVG)	Planning Director
Terry Unitt	TU	Retirement Villages Group (RVG)	Senior Project Manager
Wade Pollard	WP	West Byfleet Neighbourhood Forum	Chair, West Byfleet Neighbourhood Forum
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
Cllr Steve Dorset	CSD	Woking Borough Council	Pyrford ward Councillor

Apologies:

Name	Initial	Organisation	Notes
John Keenan	JK	Mathieson Keenan (Chartered Surveyors)	Local Resident (Semi-retired Valuation Surveyor and developer)
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)
Dharma Sivarajasinham	DS	West Byfleet Business Association/West Byfleet Neighbourhood Forum	Managing partner of local business Excellenium
Keith Cresswell	KC	Byfleet, West Byfleet & Pyrford Residents' Association	West Byfleet village representative on the residents' association
James Lowe	JL	West Byfleet Business Association	Local business owner – JL Butchers
Roland Nevett	RN	West Byfleet Business Association	Retired business owner
Cllr Gary Elson	GE	Woking Borough Council	Pyrford ward councillor
Cllr Amanda Boote	AB	Woking Council	Byfleet and West Byfleet ward councillor and county councillor for The Byfleets division
Dr Sundeep Soin	SS	Madeira Medical	General Practitioner
Christine Osbourne	CO	Christine Osbourne Dental Practice	

Ian Mcatamney	IM	West Byfleet Neighbourhood Forum	Board Member, West Byfleet Neighbourhood Forum
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Minutes:

Initial	Notes	Action(s)
SN	Introduced meeting and agenda: a) Parking b) Retail revival c) Site and contract update d) Marketing suite e) AOB	
SN	Noted enquiries from local businesses re: parking. Suggestion to send out another reminder about station parking and the amended tariffs in the newsletter. Waiting on SWR rail for statistics on how many people are utilising station car park.	Parking reminder to go out in newsletter
SN	We are continuing to receive enquiries regarding retail offering, notably surrounding a post office and bank. We remain happy to take enquiries, which are continuously passed onto retail consultancy working for RVG. Post Office is making progress; still going through the vetting period.	
TU	Site update: Affinity Water have works to complete on highways along station approach. Network Plus will be terminating water assets once licenses are submitted and approved.	
WP	There was a contractor working near station approach last week. TU assured that this is not linked to RVG. Piling rigs cannot be used until all assets are terminated.	
TU	Contract update: Continuing to work hard behind the scenes to renegotiate contract with Higgins. Making good progress with this and we are hoping to share some good news in the coming weeks.	
WP	Asked if the losers will know that they have lost? TU suggested inappropriate until Higgins is in contract. This is heading in the right direction and hope site activity is not too far away.	
SD	Asked whether AXA has any immediate involvement in this? TU confirmed; AXA is the majority shareholder, so everything goes through its UK arm, keeping RVG close and well scrutinised.	
SD	Asked whether West Byfleet important for AXA? TU confirmed; AXA produced a case study regarding the project– it holds a lot of weight and aligns with AXA’s sustainability objectives. SN highlighted importance of project for AXA and RVG as a flagship for community integration. We are closer to where we want to be than the last time we caught up. TU corroborated.	

AL	Noted recent site visit to measure the marketing suite windows. Designs are currently with the relevant agency, which will be shared with LG members when finalised.	
SN	Noted that the construction and environmental management plan (CEMP) is also being finalised.	
GF	The transport management plan and landscaping are the final things to go through planning. Good progress is being made on this front.	
WP	Reminded local fair is coming up. SN thanked for reminder – meeting with Lucy from RVG’s marketing team tomorrow. Issue with boards depends on whether suitable material is available and up to date with latest designs. Dependent on timing but will confirmed with WP offline tomorrow.	
All	Confirmed appropriateness of meeting every six weeks, as opposed to every month. SN confirmed next meeting in six weeks, on Monday 25 July	