

## West Byfleet Community Liaison Group

Monday 07<sup>th</sup> August 2023, 18:00 – held by Zoom

### Attendees:

<b>Name</b>	<b>Initial</b>	<b>Organisation</b>	<b>Notes</b>
Spencer Neal	SN	Keeble Brown	Director, Community Relations
Angie Mera	AL	Keeble Brown	Account Executive
Jonny Martin	JM	Keeble Brown	Account Executive
Terry Unitt	TU	Retirement Villages Group	Senior Project Manager
Gary Elson	GE	West Byfleet Business Association	Managing partner of local business Excellenium
Richie Bolton	RBN	Higgins Partnerships	Senior Project Manager
Cllr Josh Brown	JB	Woking Council	Byfleet and West Byfleet ward Councillor
Christine Osborne	CO	West Byfleet Business Association	Christine Osbourne Dental Practice
Stewart Dick	SD	Byfleet, West Byfleet & Pyrford Residents' Association	Chair, residents' association

### Apologies:

<b>Name</b>	<b>Initial</b>	<b>Organisation</b>	<b>Notes</b>
Peter Collis	PC	Waitrose	Branch Manager
Dharma Sivarajasinham	DS	West Byfleet Business Association/West Byfleet Neighbourhood Forum	Managing partner of local business Excellenium
Cllr Steve Dorsett	SD	Woking Council	Pyrford ward Councillor
Wade Pollard	WP	West Byfleet Neighbourhood Forum	Chair, West Byfleet Neighbourhood Forum
Cllr Daryl Jordan	DJ	Woking Council	Byfleet and West Byfleet ward Councillor
Cllr Chris Martin	CM	Woking Council	Pyrford ward Councillor
Cllr Amanda Boote	AB	Woking Council	Byfleet and West Byfleet ward councillor and county councillor for The Byfleets division
Cllr Peter Graves	PG	Woking Council	Pyrford ward Councillor
Nick Koster	NK	Higgins Partnerships	Project Director

**Minutes:**

<b>Initial</b>	<b>Notes</b>	<b>Action(s)</b>
<b>SN</b>	Opens meeting.	
<b>SD</b>	Botanical Place Cup – WB Gardening Group won it	
<b>RB</b>	Block B1 (Cassia) – Decking now complete and the pouring happened today. Final pour of B1 will happen next week. Block C (Copper Pot)– Fully decked and two pours to happen – this week and next week. Block A (Bergamot)- TU + RB witnessed pour. Pour 3 to happen next week. B1 (Cassia) has had 5 concrete pours. Globe House – piling has started. Good relations between both sites.	
<b>TU</b>	Meeting with the two brothers from Globe House. Very approachable and happy to work with us. Keeping each other informed and open to help out where we can. Does not expect much overlap except from occasional logistics.	
<b>RB</b>	Cassia House (B1) – level 1 cast complete. It's been very wet – the guys are resilient/ Hopefully weather picks up. Bergamot – verts are going up. Three pours per level. Lots of works panning out. Scaffolders on Block C (Copper Pot) Middle of September – Utilities works on Station Approach. RB trying to bring it forward.	
<b>SN</b>	We'll let people know through our channels that the works will not be happening in summer holidays.	
<b>JB</b>	Pavement on Station Approach has lack of tarmac	
<b>RB</b>	Tarmac has arrived. The current gravel is robust but not tarmac. I will chase up on it.	
<b>SD</b>	How many personnel?	
<b>RB</b>	Around 85	
<b>SN</b>	Moving on to community engagement updates	
<b>AMV</b>	Wellbeing Walk – Saturday 16 <sup>th</sup> September.	
<b>SN</b>	Sociable event – ask anyone who is interested to come up. We enjoyed Pyrford Fair. Future initiatives – community calendar, Xmas.	
<b>SN</b>	We've had lots of retail interest including chiropractor and butchers.	
<b>AMV</b>	12 <sup>th</sup> September – In-person LG meeting.	
<b>TU</b>	Please set up a placeholder email for in-person LG meeting	

<b>SN</b>	Promotional images – marketing suite have prepared images of the type of the people who will live in BP.	
<b>GE</b>	Sign on Madeira Road. Traffic cannot see the sign until it is too late.	
<b>RB</b>	A new sign is on order. I will chase it up for this week and next week. Quite a few cars come down Madeira Road and ignoring it. It is a problem when we have lorries.	
<b>GE</b>	My office is there so I see these vehicles.	
<b>SN</b>	Reminder in the newsletter for people to pay attention to the road signs.	
<b>SD</b>	How are discussions with Surrey Council?	
<b>SN</b>	We are still waiting to hear back from SCC.	
<b>TU</b>	We don't want to have big empty units at BP.	
<b>SN</b>	Closes meeting.	