

# Virginia Water Neighbourhood Plan Forum Meeting Minutes

27<sup>th</sup> April 2019

<b>Attendees:</b>	John Pyle	JP	<b>Apologies:</b>	James Periton	JamesP
	Jonathan Hulley	JH		Joe Stratford	JS
	Andrew Stimson	AS			
	Barbara Tan	BT			
	Carol Manduca	CM			
	Gill Morgan	GM			
	Harmohan Dhanjal	HJ			
	John Tenconi	JT			
	Mel Few	MF			
	Nicola Bates	NB			
	Peter Lomas	PL			

**Minutes:** John Pyle JP

Welcome and Absences	JP opened the meeting welcoming all members. Apologies were received from James Periton and Joe Stratford.
Committee Member Profiles	JP requested that all members complete a Profile, which offers all contact details for each member and their aims/objectives in sitting on the Forum. It also offers disclosure of any conflicting interests.  Objectives of the Forum must be to be open and transparent in the work we will carry out.
Election of Chair	JH made a motion to elect JP as Chairperson to the Forum, which was seconded by MF. There were no other candidates proposed and JP was elected. JP accepted the appointment thanking the meeting but pointing out we will all need to be supportive if this is going to be a sustainable plan.
Funding	JH advised that the plan was entitled to some £9,000 of annual government grant funding support, plus a possible further £8,000 depending on the scope of the eventual plan.  RBC have a duty to assist us in the process of funding and throughout the evolution of our plan. This will include mailing out promotional material and background data such as plans. JP advised he was arranging to meet with Liz Osbourne, who was our RBC contact officer.

	<p>JP advised that the government funding was unlikely to cover all the professional costs that a plan dealing with wide range of topics such that effected Virginia Water, would require.</p> <p>JP explained it would be likely if we decided to involve a team of external professional advisors to research and review, we could be looking of costs up to circa. £50,000.</p> <p>The funding available from central government will only last if we are able to find planning consultants, architects and engineers from within the community. The project will likely take two to three years to complete.</p> <p>There would need to be a sub committee focused on this aspect.</p>
	<p>It was agreed that we needed to start with investigations into:</p> <ul style="list-style-type: none"> <li>✓ Opening a bank account</li> <li>✓ Legal status <ul style="list-style-type: none"> <li>* What corporate structure was best.</li> </ul> </li> <li>✓ Communications <ul style="list-style-type: none"> <li>* Web site costs</li> <li>* Set up of WhatsApp group and email</li> <li>* JP to make contact with Nick Allcock – VW Facebook JP</li> </ul> </li> <li>✓ Events <ul style="list-style-type: none"> <li>* Physical – School/Workshops/Fate – Carnival Capers NB</li> </ul> </li> </ul>
Any Other Business	<p>It was agreed the VW Neighbourhood Plan Forum Meeting to be held on a monthly basis.</p> <p>GM suggested that the Agendas should incorporate time allocation on each topic. GM to send through example. GM</p>
Date of Next WRA Meeting	19:00hrs, Sunday 19 <sup>th</sup> May 2019 in Estates Office, Wentworth