



VIRGINIA WATER NEIGHBOURHOOD PLAN

MINUTES OF THE 4th ANNUAL GENERAL MEETING

Wednesday 23rd October 2024

Present: John Pyle, Chairman
Carol Manduca, Treasurer
James Periton, Secretary
Andrew Tyley
Robert Bates
John Tenconi
Cllr Jonathan Hulley
Forum Members

- **Welcome and Introduction**

The Chairman opened the meeting and welcomed forum members and residents alike. JP continued with an explanation and the processes of a Neighbourhood Plan, highlighting the importance of a Plan in the absence of a Parish Council.

- **Approval of Previous Minutes**

The AGM minutes of the meeting held on the 7th August 2023 were approved by the Chairman and circulated among Officers and the Management Committee in August 2023. These were also available to view on the Virginia Water Neighbourhood Plan website. Since no comments were received the Minutes are now confirmed as correct.

During this meeting, these Minutes were verbally approved by John Tenconi and seconded by Andrew Tyley.

The Chairman thanked all Officers and members of the Management Committee for their continued support, time and dedication throughout the year and to all Forum members who have given up their valuable time to support and steer the Plan which is gratefully received.

- **Chairman's Report**

O'Neill Homer – Planning Consultants

Following the update at the previous AGM in which O'Neill Homer planned to cease assisting Neighbourhood Plan's, the Chairman was delighted to give his update that O'Neill Homer agreed they would continue to support the VWNP to the final stages leading up to working with the Inspector and through to Referendum.

Timeline of Events

Throughout the year the Management Committee held 9 sub-meetings to discuss various elements of the Plan.

Due to the designation of a Forum within Runnymede Borough Council lasting for five years, the VWNF period ended on 26 March 2024. A Forum meeting was held on the 9th May to vote on the continuation of the Neighbourhood Plan. The meeting voted unanimously in favour of continuing. An application was submitted to Runnymede Borough Council to re-designate the Forum with no changes proposed to the Neighbourhood Area.

The Council consulted on the re-designation of the Forum between 29 May and 10 July 2024. During this period five responses were received. These responses were considered under delegated powers, and a decision was taken to re-designate the Forum for a further five years on 5 August 2024.

Regulation 14

The VWNF entered into Regulation 14 for a period of 4 months from the 19th December 2023 until 22nd March 2024. With over 3,000 leaflets being delivered, banners were displayed throughout the village and advertised in local magazines.

Feedback received appeared very positive and feedback received from Surrey CC focused on road traffic volumes, Runnymede BC showed concern as they felt the draft Plan was over-detailed in some of the policies including traffic management and the design code, and Tarmac commented to consider Longside Lake as suitable for further leisure facilities and lodges. Further feedback was received covering Trumps Green improvements, closing off one access road in the central village area and improvements on the public pathways.

All these comments were reviewed, and updates were made. Some of which remain ongoing working alongside Runnymede BC and Surrey CC.

It was agreed to remove the Zero Carbon policy from the draft and to follow building regulations guidelines.

Two public consultation days were held (20th January and the 5th February) which saw over 100 visitors to the exhibition where members of the Management Committee were on hand to give guidance.

A copy of the draft Plan was shared with stakeholders in the village and a hard copy could be found in the library and at the Council offices.

- **Annual Treasurers Report**

On behalf of the Treasurer, the Chairman detailed the Statement of Income and Expenditure for year ending 30 June 2024 as shown below.

VIRGINIA WATER NEIGHBOURHOOD PLAN C.I.C.
Statement of Income and Expenditure
For Year Ending 30 June 2024

DATE	INCOME	CHEQUE NUMBER	DONATIONS	BALANCE
01/07/2023	Account Opening Balance			£4,986.22
17/10/2023	Wentworth Estate Roads Committee - Donations		£15,000.00	£19,986.22
19/04/2024	Private Donation		£750.00	
	Funds Held in Bank & Total Funds Available			£20,736.22
DATE	EXPENDITURE	CHEQUE NUMBER		BALANCE
				£20,736.22
27/06/2023	Planning Consultant, O'Neill Homer Inv 1372	100043	£1,320.00	£19,416.22
03/07/2023	Trumps Green School - Hall Hire 10/07/23	100044	£50.00	£19,366.22
03/08/2023	Planning Consultant, O'Neill Homer Inv 1399	100045	£1,320.00	£18,046.22
15/09/2023	Planning Consultants - Void (O'Neill Homer)	100046	£0.00	
17/10/2023	Planning Consultant, O'Neill Homer Inv 1417	100047	£2,640.00	£15,406.22
26/10/2023	Companies House - CIC 34 Annual Accounts	100048	£15.00	£15,391.22
17/11/2023	Briarwood Landscape Architecture Limited	100049	£5,090.40	£10,300.82
30/11/2023	Annual Survey Monkey License	100050	£384.00	£9,916.82
27/02/2024	Update Website and loading documents	100051	£1,500.00	£8,416.82
27/02/2024	Hire of Community Facilities/Printing	100052	£278.24	£8,138.58
12/03/2024	Virginia Water Magazine - Front Cover and Advert	100053	£420.00	£7,718.58
16/06/2024	Planning Consultants, O'Neill Homer Inv 1573	100054	£2,640.00	£5,078.58
17/06/2024	Website and Domain Hosting	100055	£459.31	£4,619.27
	TOTAL		£16,116.95	£4,619.27
	Current Funds Held in Bank			£4,619.27

The main expenditure throughout the year has understandably been to O'Neill Homer, Planning Consultants, and to Briarwood Landscape Architecture Limited, a landscape architect company to complete a gap study report.

Pleased to report due to the generous donations received, specifically from Wentworth Estate Roads Committee of £15,000, the Forum has been able to cover these budgeted expenses.

- **Election of Committee**

CONSTITUTION – OFFICERS

No new committee members to report. All current officers have agreed to stand for a further 12 months.

Chairman	John Pyle	Proposer	Alicia Moss	Seconded	Andrew Tyley
Treasurer	Carol Manduca	Proposer	Nigel Moss	Seconded	Amy Tyley
Secretary	James Periton	Proposer	Robert Bates	Seconded	Carol Manduca

- **Progress Update**

Safety Parking Issues – Station Parade

Following recent incidents of vehicles colliding into shop windows along Station Parade, local Councillors are exploring the most effective safety measures available. They conducted a public survey, gathering over 50 responses with a range of suggested options. Jonathan Hulley is working closely with Surrey Highways to determine available funding for solutions, whether temporary options like planters or a permanent choice such as metal bollards. Ensuring accessibility for people with disabilities is also a priority in this investigation, which remains ongoing.

Development Pressures (new Local Plan)

The Chairman raised the status of the ongoing National Planning Framework consultation. Cllr Jonathan Hulley, who was in attendance updated the meeting, and recommended viewing this online, as this is currently being reviewed, it is important to advise that this is linked to the National Planning Policy document and is a separate list of how they govern the proposed National Policy in the area. Projected numbers from Local Authorities including Runnymede have increased by 14%, now having to produce some 600 new homes. Therefore it is important to respond to this in the best possible way.

This will be amended once the Runnymede current Local Plan expires.

Cllr Hulley advised the meeting of a new County Council MP, as the Constituency indicates new boundaries which will include Windsor and Maidenhead, which will take effect from May 2025, means that there will be two party Councillors. The recommendation is for the Virginia Water boundary to be linked with Englefield Green, Egham and Thorpe and the rest including Virginia Park, Sandhills Lane and Hurst Lane to be in a further boundary.

Sponsorship of MasterPlan (Stroude Valley)

Recent government changes to Green Belt planning may require additional housing within the village boundaries. The Forum holds a significant role in determining the type and location of this new housing and should be prepared to lead and influence development to maximize benefits for the entire community. Areas within the Stroude Valley are likely to face pressure for Green Belt release, but such changes would probably require a Master Planning initiative. The Forum should consider sponsoring the development of this Master Plan.

Speed/Management of traffic through the village

Significant time has been invested, in partnership with the Wentworth Residents Association and Surrey County Council, to lobby for a reduced speed limit throughout the village. Although this issue falls outside the official scope of the Neighbourhood Plan, it remains a priority due to anticipated traffic increases from upcoming development projects. The Neighbourhood Forum remains committed to supporting traffic management efforts and discouraging the use of Virginia Water as a high-speed shortcut.

CIL (Community Infrastructure Levy) towards planned strategy

The Chairman gave an update on CIL grant funding to cover planning strategies. 15% of any CIL payments (building houses for resale/developments) are required to pay a percentage per property. Currently, it is understood there is between £60,000 and £70,000 within the account at Runnymede. Once the Plan is adopted the Plan can claim 25% of this funding.

Final Draft Agreement (prior to Regulation 15)

Leading up to Regulation 15 of the Neighbourhood Plan process, the draft Plan needs to be finalised, and currently it is expected over the next few months. This will then be sent to all members of the Forum for comments and approval. Once a majority of the Forum approves, it is then passed to Runnymede who in turn will forward to the Inspector. The Inspector will comment and review on the compliance towards the National Planning Framework, this timescale period is three months. Once this has been reviewed the next stage will be for the Plan to go out for a public Referendum to gain a majority approval.

For the Plan to be passed, and a question received from an attendee at the meeting; it was confirmed a majority approval and in line with the Constitution, needs to be approved by a minimum voting quorum of twenty one (21) members.

Support and Help from Forum Members

The Chairman reiterated the importance for the residents of Virginia Water to read the draft Plan and hopefully understand it has been created as a report to try and protect the village from becoming urbanised anymore than it already is, and to protect pathways and rights of way, woodland areas and Green Belt, the Lake and the Bourne. Once the Plan is adopted it will allow funding to invest further in these improvements.

- **AOB**

The Chairman advised the meeting the carbon neutral and Passivhaus policy was removed as it was decided to follow the Building Regulations.

Q. With the changes that have been proposed for Station Parade, is it correct to assume that 75% of CIL funding would be the means of funding this?

A. Potentially yes, and there are other sources of funding from Surrey County Council which could also be made available.

The meeting wished to thank the Chairman for his continued time and support throughout this process.

No further questions were raised and the meeting closed at 19:50.