



VIRGINIA WATER NEIGHBOURHOOD PLAN

Wednesday 16th July 2025
St Ann's Heath Junior School

Present: *John Pyle, Chairman*
 Carol Manduca, Treasurer
 James Periton, Secretary
 Members of the Executive Steering Committee
 Members of the Forum
 Cllrs Jonathan Hulley, Cllr Karin Rowsell and Cllr Chris Howorth

Minutes taken by Helene Parsons

Annual General Meeting

A. APPROVAL OF PREVIOUS AGM MINUTES

No additional comments have been received regarding the 2024 AGM minutes, and the 2024 minutes are now confirmed as accurate. They were approved by Andrew Tyley and seconded by Amy Tyley. The minutes are available to view on the website.

The motion was carried unanimously.

B. CHAIRMAN'S REPORT

This year marks a significant point in the development of the Virginia Water Neighbourhood Plan. It has taken six years of sustained effort to reach the current stage, and the Chair thanked all members of the Forum, as well as the wider community, for their ongoing support and commitment throughout this time.

Over the past 12 months, further progress has been made in refining and strengthening the Plan. One of the key developments during this period was the decision to extend the lifespan of the Neighbourhood Plan by an additional five years, moving the end date from 2030 to 2035. This extension ensures that the Plan remains relevant and continues to provide a clear and future-proof framework for development in Virginia Water over the coming decade.

The Executive Steering Committee successfully concluded the Regulation 14 consultation stage, a major milestone in the statutory process. This consultation provided residents, stakeholders, and statutory bodies the opportunity to review and comment on the draft Plan. Following this, the Forum has spent a

considerable amount of time reviewing the responses received, reflecting on the feedback, and engaging directly with individuals who raised questions or concerns. These conversations have been valuable in helping us ensure that the Plan is as robust, balanced, and representative as possible.

Among those who provided feedback were representatives of Tarmac (Carter Jonas), the landowner of Longside Lake. Their consultants expressed a clear interest in being more closely involved in discussions around any future development in and around that area. Importantly, they also indicated a willingness to explore how their landholdings could be used to deliver community value. We welcome this constructive approach and look forward to continued dialogue to ensure that any future proposals are aligned with the vision and objectives of the Neighbourhood Plan.

The development of the Design Code took additional time due to the unique planning context of Virginia Water, particularly the Wentworth Estate, which has its own covenants and design guidelines.

The Steering Group has collaborated closely with the Wentworth Estate Roads Committee to support the Estate's existing planning guidelines, which are recognised as the established Design Code for the Wentworth Estate. During the Regulation 14 consultation, the Committee emphasised the importance of retaining the high-quality apartments in Dormy House, where 15 apartments currently exist, and not converting into a single dwelling, due to the single-dwelling covenants that apply across the Estate and limit property mix in the event of any future redevelopment.

The resulting Design Code reflects the character of the area and forms a key part of the Neighbourhood Plan.

Amendments saw the decision to remove the zero-carbon policy from the draft Plan, as it was felt that the national building regulations are improving energy efficiency standards, and a neutral position was adopted to align with national policy shifts and avoid compromising the Plan.

The Chairman confirmed focus had been given for the village centre and public realm improvements, including the cycleways and Trumps Green accessibility. Looking at possible proposals to develop a more usable village heart, pedestrianising parts of the road near the War Memorial, improving street lighting and accessibility, especially on poorly lit pathways and creating flexible spaces for social interactions.

ACKNOWLEDGEMENTS

The Chairman wished to extend his personal thanks to;

- The Executive Steering Group.
- The Runnymede and Surrey Councillors for their support on traffic and infrastructure issues.

- Sally Chapman, Planning Consultant, for her contribution to the improved draft Plan.
- Local stakeholders, including the Wentworth Residents Association, the Wentworth Estate Roads Committee, the DP World Tour, the Crown Estate, and Wentworth Club, have consistently demonstrated their support throughout this process, generously contributing both their time and financial resources.
- Local Councillors, for their advice and support, especially when focusing on traffic and speed management within and through the village.
- And all members of the Forum for their feedback and contribution.

C. APPROVAL OF ANNUAL ACCOUNTS FOR YEAR ENDING 30 JUNE 2025

STATEMENT OF INCOME AND EXPENDITURE FOR YEAR ENDING 30 June 2025

Date	Income	Cheque No	Donations	Balance
01/07/2024	Account Opening Balance			£4,619.27
	Funds Held in Bank & Total Funds Available			£4,619.27

Date	Expenditure	Cheque No	Cheque Amount	Balance
01/07/2024	Account Opening Balance			£4,619.27
28/10/2024	Planning Consultant, O'Neill Homer Inv. 1608	100056	£1,320.00	£3,299.27
02/04/2025	Planning Consultant, Sally Chapman (March 2025)	100057	£1,100.00	£2,199.27
	Total and Current Funds Held at Bank			£2,199.27

The annual accounts for the year ended 30 June 2025 were presented to the meeting.

It was proposed by Cllr Karin Rowsell and seconded by Cllr Chris Howorth that the accounts be approved.

The motion was carried unanimously.

D. ELECTION OF OFFICERS

In accordance with the Forum's constitution, the following officers confirmed they were willing to stand for re-election for a further year. The meeting voted in favour of all appointments:

Chair: John Pyle - *Proposed by Andrew Tyley; seconded by Robert Bates*

Secretary: James Periton - *Proposed by Carol Manduca; seconded by Robert Bates*

Treasurer: Carol Manduca - *Proposed by Andrew Tyley; seconded by Liz Copping*

All appointments were approved unanimously by the meeting.

Voting for the Submission of the Virginia Water Neighbourhood Plan – Regulation 15

The Chair reported that the Virginia Water Neighbourhood Plan has now reached a significant milestone: **Regulation 15** of the statutory process.

At this stage, the Forum is required to formally submit the finalised Neighbourhood Plan and supporting documentation to Runnymede Borough Council. The submission package includes, the Neighbourhood Plan document, a Basic Conditions Statement, a Consultation Statement and a map of the designated neighbourhood area.

These documents reflect the extensive work undertaken by the Forum, the professional guidance received throughout the process, and the feedback gathered during community engagement.

Following submission, the Council will proceed with **Regulation 16**, which involves a final period of public consultation and an **independent examination** of the Plan.

The Forum was therefore asked to vote on whether to approve the submission of the Virginia Water Neighbourhood Plan to Runnymede Borough Council under Regulation 15.

A vote was conducted by a show of hands among Forum members present at the meeting, with any valid proxy votes received prior to the meeting also taken into account, in accordance with Forum procedures. Members were reminded that no further proxy votes could be accepted after the commencement of the meeting.

The following question was put to the meeting:

Do you agree that the Virginia Water Neighbourhood Plan is ready to be submitted to Runnymede Borough Council under Regulation 15?

Outcome of the vote:

- **IN FAVOUR:** 23 votes (all members present at the meeting)
- **AGAINST:** 0
- **PROXY VOTES IN FAVOUR:** 9
- **TOTAL VOTES IN FAVOUR:** 32
- **TOTAL VOTES AGAINST:** 0

Conclusion: The motion was **carried unanimously**. The Forum will now proceed with completing the necessary documentation for formal submission to Runnymede Borough Council in the coming days.

The potential benefits of establishing a Parish Council in Virginia Water

A presentation was given by Steering Group member, Andrew Tyley on the potential benefits for Virginia Water establishing a Parish Council. This presentation was merely for information only, no vote on forming a Parish Council was taken. Mr Tyley explained the advantages and what it would enable Virginia Water as a community to have included;

- A greater local control of **Community Infrastructure Levy (CIL)** funding: up to 25% without a Parish, versus almost 100% with a Parish.
- Increased local representation, especially in light of Runnymede Borough's absorption into larger unitary authorities.
- Ability to self-manage local services and amenities (eg. footpaths, public conveniences, central gathering areas).
- Having a Parish Council would ensure local voices continue to be heard and decisions made with community involvement.

It was to be noted there is an estimated precept (council tax addition) of approximately £60 - £80 annually per household, generating between £350,000 and £500,000 in local funding.

It is understood that to initiate the process formally, 7.5% of the local electorate must sign a petition, and Parish council members would be elected via a local election.

The question was posed to the audience...did they support continued consultation on forming a Parish Council for Virginia Water? The response was a unanimous "yes," and the Chairman agreed to investigate the matter further.

Q&A

At the start of the meeting, a Forum member raised a question regarding the incomplete Section 7.1 of the Basic Conditions Statement, specifically in relation to the Plan's compliance with relevant EU regulations.

The Basic Conditions Statement now confirms the following has been concluded.

A full Strategic Environmental Assessment is not required, as the policies and proposals within the Virginia Water Neighbourhood Plan are not likely to have significant environmental effects when assessed against the criteria set out in the SEA Regulations.

Similarly, an HRA is not required, as the Plan is unlikely to significantly affect any designated European site, either alone or in combination with other plans or projects.

The statutory consultation undertaken with the Environmental Agency, Natural England and Historic England confirmed agreement with this conclusion.

Accordingly, the Plan complies with relevant legal requirements and does not breach EU obligations in relation to environmental and habitat protection.

Thank You and Close of Meeting

The Chairman again thanked all members for their continued support and contributions to the development of the Virginia Water Neighbourhood Plan.

There being no further business, the meeting was formally closed at **7:30pm**.