



# Spelthorne Borough Council

Annual Council Meeting  
Thursday 21 May 2015



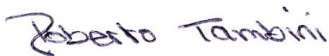
13 May 2015

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TO THE COUNCILLORS OF SPELTHORNE BOROUGH COUNCIL

Summons to the Annual Council Meeting of Spelthorne Borough Council

I hereby summon you to attend the Annual meeting of the Council to be held in the **Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames** on **Thursday 21 May 2015** commencing at **7.30pm** for the transaction of the following business.



**Roberto Tambini**  
*Chief Executive*

Councillors are encouraged to wear their badge of past office at the Council meeting.

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# AGENDA

Page no.

1. **Election of the Mayor**
  - (a) To elect the Mayor of the Borough for the Municipal Year 2015-16.
  - (b) The Mayor to make the Declaration of Acceptance of Office.
2. **Apologies for absence**

To receive any apologies for non-attendance.
3. **Minutes of the Council Meeting held on 30 April 2015** 5-8

To confirm as a correct record the minutes of the Council meeting held on 30 April 2015.
4. **Election of the Deputy Mayor**
  - (a) To elect the Deputy Mayor of the Borough for the Municipal Year 2015-16.
  - (b) The Deputy Mayor to make the Declaration of Acceptance of Office.
5. **Disclosures of Interest**

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for Members.
6. **Announcements from the Mayor**

To receive any announcements from the Mayor.
7. **Election of Council Leader**

To elect the Leader of the Council for a four-year term expiring at the Annual Council meeting in May 2019.
8. **Announcements from the Leader**

To receive any announcements from the Leader.
9. **Committees 2015-16**
  - (1) **Establishment of Committees**

In accordance with Articles 6, 8 and 9 of the Council Constitution, and pursuant to Part 4 (a) – Standing Order 8.2, to appoint the following committees of the size indicated below and with the terms of reference and functions set out in Part 3 (a) of the Council Constitution.

<b>Committee</b>	<b>Total voting members**</b>
Audit Committee	7
Licensing Committee	15
Members' Code of Conduct Committee	**8
Planning Committee	15
Overview and Scrutiny Committee	15
Staffing and Appeals Committee	5

## **(2) Allocation of seats on Committees (to follow)**

Pursuant to Section 15 of the Local Government and Housing Act 1989 to agree the representation of the different political groups on Committees.

***[The allocation of seats on Committees [Appendix A] will be circulated, under separate cover, as soon as they have been finalised by the Group Leaders.]***

### **\*\*Note:-**

- (a) The political proportionality rules technically do not apply to the Members' Code of Conduct Committee, but the Council has agreed that all political groups, including a member of the Cabinet, should be represented on that committee.
- (b) Two members of the Members' Code of Conduct Committee are independent non-councillors.

## **(3) Appointment of members to Committees (to follow)**

In accordance with the Council Constitution, to appoint the members to serve on the above-mentioned committees, including Mr. M. Litvak and Miss S. Faulkner as the non-elected Chairman and Vice-Chairman respectively of the Members' Code of Conduct Committee.

***[The nominations to Committees [Appendix B] will be circulated, under separate cover, as soon as they have been finalised by the Group Leaders.]***

## **10. Appointment of Independent Persons**

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To consider the recommendation of the Members' Code of Conduct Committee from its meeting of 9 October 2014 on the re-appointment of the three Independent Persons.

## **11. Appointment by the Council to Outside Bodies**

To appoint councillor representatives to serve on the following Outside Bodies.

- 1. South West Middlesex Crematorium Board  
(1 representative and 1 deputy)
- 2. Surrey Police and Crime Panel  
(1 representative)

***(The nominations for these Outside Body Appointments (Appendix C) will be circulated under separate cover as soon as they have been finalised by the Group Leaders).***



**Minutes of the Council Meeting of Spelthorne Borough Council held in the Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames on Thursday 30 April 2015 at 7.30pm**

**Present:**

**Councillors:**

Ayers F.	Friday A.E.	Patel D.
Beardsmore I.J.	Gething N.	Patterson A.C.
Broom P.A.	Gohil D.	Pinkerton J.M. OBE
Bushnell M.	Grant D.L.	Saliagopoulos D.
Dale J.A.	Harman A.C.	Sexton J.
Davis C.A.	Harvey I.T.E.	Sider R.W. BEM
Dunn S.A.	Leighton V.J.	Smith-Ainsley R.A.
Forsbrey G.E.	Madams M.	Spoor B.
Francis M.P. (Deputy Mayor)	Mitchell A.J.	Watts R.L. (Leader)
Frazer C.M.		Webb S. (Mayor)

Chairman Councillor Suzy P. Webb, the Mayor.

**Apologies:** Apologies were received from Councillors C.A. Bannister, I.J. Beardsmore, R.D. Dunn, T.J.M. Evans, P. Forbes-Forsyth, M.W. Rough, C. Spencer, C.V. Strong, S.D Taylor and Mr. Murray Litvak, Chairman of the Members' Code of Conduct Committee.

**95/15 Minutes**

The minutes of the Council meeting held on 26 February 2015 were confirmed as a correct record.

**96/15 Disclosures of Interest**

There were none.

**97/15 Announcements from the Mayor**

The Mayor announced two forthcoming events:  
a concert to be given by the Salvation Army Band and Choir on Sunday 3 May at the Walled Garden, Sunbury.  
Civic Reception – Charity giving – Thursday 14 May at the Orangery, Shepperton Studios.

**98/15 Announcements from the Leader**

The Leader highlighted the following good news stories, (further details can be found in the Cabinet minutes of 28 April 2015):  
Crooked Billet site – Council nomination rights on housing scheme  
Recycling and Town Farm Primary School and Stanwell Fields C of E Primary  
Business lending partnership  
Bee awareness event  
Ashford train station project

Councillor R.L Watts thanked all those members who were retiring from office for the work they had done in representing residents and wished them all well for the future. He gave particular thanks to Councillor P.A. Broom for her work as Chairman of the Overview and Scrutiny Committee.

**99/15 Announcements from the Chief Executive**

On behalf of the Council staff, the Chief Executive thanked all departing councillors for their contribution to the Council over the past four years.

**100/15 Questions from members of the public**

There were none.

**101/15 Petitions**

There were none.

**102/15 Reports from the Leader of the Council**

The Leader of the Council, Councillor R. L. Watts, presented the reports of the Cabinet meetings held on 24 March and 28 April 2015, which outlined the matters the Cabinet had decided since the last Council meeting.

**103/15 Report from the Chairman of the Audit Committee**

The Chairman of the Audit Committee, Councillor M.J. Madams, presented her report which outlined the matters the Committee had decided since the last Council meeting.

**104/15 Report from the Chairman of the Licensing Committee**

The Chairman of the Licensing Committee, Councillor R.W. Sider, presented his report which outlined the matters the Committee had decided since the last Council meeting. Councillor Sider thanked officers for their assistance with the Licensing Committee and members for their support at many Sub-Committee hearings, over the past four years.

**105/15 Report from the Chairman of the Overview and Scrutiny Committee**

The Chairman of the Overview and Scrutiny Committee, Councillor P.A. Broom, presented her report which outlined the matters the Committee had decided since the last Council meeting. Councillor Broom thanked the various officers who had assisted the Committee for their excellent professional support and the members of the Council who had worked with her on the Committee over the past four years.

**106/15 Report from the Chairman of the Planning Committee**

The Chairman of the Planning Committee, Councillor R.A. Smith-Ainsley, presented his report which outlined the matters the Committee had decided since the last Council meeting. Councillor Smith-Ainsley gave his special thanks to two officers who had assisted with a situation at the Committee held the previous evening.

**107/15 Motions**

Under Standing Order 17, Councillor C.M. Frazer proposed and Councillor A.E. Friday seconded the following Motion:

"This Council takes great pleasure in congratulating Cllr. Suzy P. Webb on the outstanding success of her Mayoralty during 2014-15; warmly appreciates the distinctive care, style and enthusiasm which she has devoted to her Office; and expresses our good wishes to her with happy memories of her service to this Borough."

Councillor Frazer also paid tribute to the service given by the Mayors who had held office in the past four years: Councillor Sam Budd, Councillor Robin Sider, the late Mrs Isobel Napper and Councillor Tony Harman.

The motion was agreed.

**108/15 Questions on Ward Issues**

There were none.

**109/15 General Questions**

There were none.

**110/15 Appointment of a Representative Trustee to Ashford Relief in Need Charities**

It was moved by Councillor R.L. Watts and seconded by Councillor J.M. Pinkerton and

**Resolved** that Mrs. Alison Blundell be appointed as a replacement Council representative Trustee to Ashford Relief in Need Charities for a three-year term until October 2018, replacing Mrs. Brenda Bartlett.

**111/15 Urgent Business**

There were no urgent items.





## **Recommendation of the Members' Code of Conduct Committee**

### **Re-appointment of Independent Persons**

1. The Council appointed three Independent Persons in accordance with the Localism Act 2011 under a panel arrangement with Guildford Borough Council, Mole Valley District Council and Waverley Borough Council in July 2012 until May 2015. These were Roger Pett, Tony Allenby and Vivienne Cameron.
2. At its meeting on 9 October 2014 the Members' Code of Conduct Committee considered the re-appointment of the three Independent Persons and agreed to recommend Council that Roger Pett, Tony Allenby and Vivienne Cameron be re-appointed as Independent Persons for a four year term of appointment which would run parallel with the Borough Councillors' term of office.
3. The three Independent Persons had previously expressed their desire to continue in office for a further term.
4. **Council is asked to agree:**

**that Roger Pett, Tony Allenby and Vivienne Cameron be re-appointed as Independent Persons for Spelthorne Borough Council under the Localism Act 2011 and under a panel arrangement with Guildford BC, Mole Valley DC and Waverley BC, for a term of four years.**



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13 May 2015

TO THE CONCILLORS OF SPELTHORNE BOROUGH COUNCIL

### **Meetings of Committees\*\***

Individual meetings of the Committees listed below will be held one after another in the **Council Chamber** on **Thursday 21 May 2015** to consider the business specified in the Agendas set out on the following pages. The first meeting will commence at the conclusion of the Annual Council Meeting.

Roberto Tambini  
*Chief Executive*

- (1) **Audit Committee (page 12)**
- (2) **Licensing Committee (page 13)**
- (3) **Overview and Scrutiny Committee (page 14)**
- (4) **Planning Committee (page 15)**

#### **\*\*Footnote:**

***Under the Council's Constitution there is no requirement for the Cabinet or the Members' Code of Conduct Committee to meet this evening. The Leader of the Council and the Deputy Leader are ex-officio the Chairman and Vice-Chairman of the Cabinet and the Chairman and Vice-Chairman of the Members' Code of Conduct Committee are the two independent non-councillors appointed by the Council, namely Mr. M. Litvak and Miss S. Faulkner.***

Annual Council Meeting 21 May 2015

**1. Audit Committee**

**Agenda**

- i. To appoint a Chairman for the Municipal Year 2015-2016.
- ii. Apologies for absence.
- iii. To confirm the minutes of the meeting held on 25 March 2015.  
**(circulated to Committee members only under separate cover)**
- iv. To appoint a Vice-Chairman for the Municipal Year 2015-2016.

## **2. Licensing Committee**

### **Agenda**

- i.** To appoint a Chairman for the Municipal Year 2015-2016.
- ii.** Apologies for absence.
- iii.** To confirm the minutes of the meeting held on 22 April 2015.  
**(circulated to Committee members only under separate cover)**
- iv.** To appoint a Vice-Chairman for the Municipal Year 2015-2016.

### **3. Overview and Scrutiny Committee**

#### **Agenda**

- i.** To appoint a Chairman for the Municipal Year 2015-2016.
- ii.** Apologies for absence.
- iii.** To confirm the minutes of the meeting held on 17 March 2015.  
**(circulated to Committee members only under separate cover)**
- iv.** To appoint a Vice-Chairman for Municipal Year 2015-16

## **4. Planning Committee**

### **Agenda**

- i.** To appoint a Chairman for the Municipal Year 2015-2016.
- ii.** Apologies for absence.
- iii.** To confirm the minutes of the meetings held on 29 April 2015.  
**(circulated to Committee members only under separate cover)**
- iv.** To appoint a Vice-Chairman for the Municipal Year 2015-2016.



**Website:** [www.spelthorne.gov.uk/committeemeetings](http://www.spelthorne.gov.uk/committeemeetings)  
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