

To:
All members of the
Council

Please reply to:

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Date: 19 October 2017

Supplementary Agenda

Council - Thursday, 19 October 2017

Dear Councillor,

I enclose the following items which were marked 'to follow' on the agenda for the Council meeting to be held on Thursday, 19 October 2017:

- | | | |
|------------|--|--------------|
| 10. | Report from the Chairman of the Audit Committee | 3 - 4 |
| | To receive the report from the Chairman of the Audit Committee on the work of her Committee. | |
| 11. | Report from the Chairman of the Licensing Committee | 5 - 6 |
| | To receive the report from the Chairman of the Licensing Committee on the work of his Committee. | |
| 13. | Report from the Chairman of the Planning Committee | 7 - 8 |
| | To receive the reports from the Chairman of the Planning Committee on the work of his Committee at the meetings held on: | |
| | 18 October – to follow | |

Yours sincerely

Gill Hobbs
Committee Services

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To the members of the Council

Councillors:

M.M. Attewell
C.B. Barnard
R.O. Barratt
I.J. Beardsmore
J.R. Boughtflower
S.J. Burkmar
S. Capes
R. Chandler
C.A. Davis
S.M. Doran
S.A. Dunn
Q.R. Edgington
T.J.M. Evans

K. Flurry
P.C. Forbes-Forsyth
M.P.C. Francis
A.E. Friday
N.J. Gething
A.L. Griffiths
A.C. Harman
I.T.E. Harvey
N. Islam
A.T. Jones
J.G. Kavanagh
V.J. Leighton (Mayor)
M.J. Madams

A.J. Mitchell
S.C. Mooney
D. Patel
J.M. Pinkerton OBE
O. Rybinski
D. Saliagopoulos
A. Sapunovas
J.R. Sexton
R.W. Sider BEM
R.A. Smith-Ainsley
B.B. Spoor
H.A. Thomson
H.R.D. Williams

Report of the Chairman on the work of the Audit Committee

The Audit Committee held a meeting on 17 October 2017 and considered the following items of business.

1. Annual Audit Letter 2016-17

- 1.1 The Committee noted a report on the Annual Audit Letter 2016-17 from the Council's external auditor KPMG.

2. Corporate Risk Management

- 2.1 The Committee noted and accepted the update on the Corporate Risk Register and recommended it to Cabinet as an accurate reflection of the current corporate risks affecting the Council.

3. Annual Governance Statement

- 3.1 The Committee approved the draft Annual Governance Statement and endorsed the improvement actions identified in the Statement.

4. Report on the effectiveness of the system of Internal Audit

- 4.1 The Committee noted a report on the effectiveness of the system of internal audit.

5. Internal Audit Interim Report

- 5.1 The Committee noted the Internal Audit Interim report which summarised the work undertaken by Audit Services during the period April 2017 to September 2017 and provided the Council with assurance on the adequacy of its internal audit systems of control

6. Consultation on Auditor Appointment from 2018-19

- 6.1 The Committee noted the update on the appointment of external auditors from 2018/19.

7. Update on Recruitment and Retention; Procurement; Partnership Governance

- 7.1 The Committee noted the report and requested a further update on these issues for consideration at its next meeting.

8. Update on Code of Corporate Governance

- 8.1 The Committee noted the report and requested a further update on these issues for consideration at its next meeting.

9. Committee Work Programme 2017-18

- 9.1 The Committee approved its Work Programme for the remainder of the Municipal Year 2017/18.

Councillor M.J. Madams

Chairman of the Audit Committee

19 October 2017

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Report of the Chairman on the work of the Licensing Committee

There have been three Sub-Committee meetings since my last report. Details of these meetings are set out below.

1. Licensing Sub-Committee – 10 August 2017

A Licensing Sub-Committee considered a report on an application for a Premises Licence at TJ Food Hall, 21 Edinburgh Drive, Staines-upon-Thames. The Sub-Committee resolved to grant the application subject to modification of conditions as set out in the decision notice.

2. Licensing Sub-Committee – 2 October 2017

A Licensing Sub-Committee considered a report on an application by local residents to review the Premises Licence at the Jolly Butcher public house, 174 Kingston Road, Staines-upon-Thames. The Sub-Committee resolved to modify the conditions on the licence for the reasons set out in the decision notice.

3. Licensing Sub-Committee – 16 October 2017

A Licensing Sub-Committee considered a report on an application by the Immigration Office to review the Premises Licence at the Indian Ocean restaurant, 359 Staines Road West, Ashford. The Sub-Committee resolved to suspend the Premises Licence for two months, remove the Designated Premises Supervisor and modify the Licence by the addition of conditions, for the reasons set out in the decision notice.

Councillor Robin Sider

Chairman of the Licensing Committee

19 October 2017

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Report of the Chairman on the work of the Planning Committee

1. This report gives an overview of the key items considered by the Planning Committee at its meeting on 18 October. A separate report, included with the Council Agenda, sets out the key items considered by the Committee at its meetings on 26 July, 23 August and 20 September 2017.

Planning Committee – 18 October 2017

2. The October meeting dealt with one planning application, two enforcement matters and one tree preservation order. Public speaking took place on the planning application with one person taking the opportunity to address the Committee. The items considered by the Committee are set out below.
3. This first item was a planning application at Halliford Studios Limited, Manygate Lane Shepperton (17/01065/FUL). The application proposed the demolition of existing buildings and redevelopment of the site to provide 24 dwellings, together with associated parking, access and landscaping. The Planning Committee resolved to approve the application.
4. The second item was an enforcement matter relating to 2a School Road, Ashford for a failure to comply with a County Court Injunction to demolish an unlawful outbuilding (07/00075/ENF). The Committee resolved to agree that direct action should be taken by Spelthorne Borough Council to achieve compliance with the County Court Injunction
5. The third item was an enforcement matter concerned with an unauthorised single storey detached dwelling at 49 Heathcroft Avenue, Sunbury-on-Thames (17/00136/UNDEV). The Committee resolved to agree that an Enforcement Notice be issued to secure the removal of the unauthorised dwelling. Such notice to be complied with within 6 months of it taking effect.
6. The fourth item was a Tree Preservation Order relating to 1 Hithermoor Road, Stanwell Moor (256/2017). The Tree Preservation Order was confirmed without modification.

Councillor Richard Smith-Ainsley

Chairman of Planning Committee

19 October 2017

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