

13 May 2019

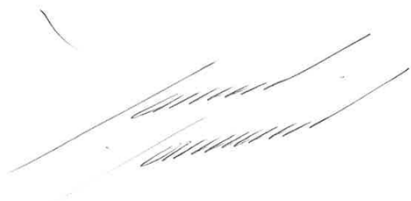
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To the Councillors of Spelthorne Borough Council

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 **Tuesday, 21 May 2019** commencing at **7.30 pm** for the transaction of the following business.



Daniel Mouawad
Chief Executive

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

For those Councillors wishing to participate, prayers will be said in the Leader's office starting at 7pm.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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AGENDA

Description	Page nos.
1. Election of the Mayor (a). To elect the Mayor of the Borough for the Municipal Year 2019-20. (b). The Mayor to make the Declaration of Acceptance of Office.	
2. Apologies for absence To receive any apologies for non-attendance.	
3. Minutes To confirm as a correct record the minutes of the Council meeting held on 25 April 2019.	5 - 12
4. Election of the Deputy Mayor (a). To elect the Deputy Mayor of the Borough for the Municipal Year 2019-20. (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 the Leader To elect the Leader of the Council for a four-year term expiring at the Annual Council Meeting in May 2023.	
8. Announcements from the Leader To receive any announcements from the Leader.	
9. Committees 2019-20 (1) Establishment of Committees In accordance with Articles 6, 8 and 9 of the Council's Constitution, and pursuant to Part 4 (a) – Standing Order 8.3, 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's Constitution.	To Follow

Committee	Total voting members
Audit Committee	7
Licensing Committee	15
Members' Code of Conduct Committee	8*
Planning Committee	15
Overview and Scrutiny Committee	15
Spelthorne Joint Committee	15
Staffing and Appeals Panel	5

(2). Allocation of seats on Committees – Appendix A

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

(Appendix A will be circulated at the Annual Council meeting, or sooner if available.)

Note:

(a). *The political proportionality rules technically do not apply to the Members' Code of Conduct Committee, but the Council previously agreed that all political groups, including a member of the Cabinet, should be represented on that Committee. In view of the increased number of groups and independents on Council following the May 2019 elections, this is not feasible. However having regard to the general principle of widest representation on this Committee, it is possible to allocate seats to three out of the four groups within the constraints of the regulations.

(b). Two members of the Members' Code of Conduct Committee are independent, non-councillors.

(3). Appointment of members to Committees (Appendix B)

In accordance with the Council's Constitution, to appoint the members to serve on the above-mentioned Committees, including Mr. Murray Litvak as the non-elected Chairman of the Members' Code of Conduct Committee. The position of Vice-Chairman of the Members' Code of Conduct Committee is currently vacant.

(Appendix B, the nominations to Committees, will be circulated at the meeting or sooner if available).

10. Appointment by the Council to Outside Bodies

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

To Follow

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 at the Annual Council meeting or sooner if available).