

# Public Document Pack



8 July 2015

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To the Councillors of Spelthorne Borough Council

I hereby summon you to attend a meeting of the Council to be held in the **Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames** on **Thursday, 16 July 2015** commencing at **7.00 pm** for the transaction of the following business.

A handwritten signature in blue ink that reads 'Roberto Tambini'. The signature is written in a cursive style and is underlined with a single horizontal stroke.

Roberto Tambini  
*Chief Executive*

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

**PLEASE NOTE THE EARLIER START TIME OF THIS MEETING**

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

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## AGENDA

Description	Page nos.
<p><b>1. A minute's silence for the passing of Honorary Freeman Ian Allan OBE</b></p> <p>Ian Allan had a world-wide reputation and following for publishing books on all forms of travel, particularly railway history, and other titles, plus owning local travel agency and car dealership businesses. He was an OBE, a Freeman of the Borough, and long-time Chairman of the Trustees of the Laleham Charities (Village Hall and Recreation Ground).</p>	
<p><b>2. A presentation from Ashford and St. Peter's Hospitals NHS Foundation Trust</b></p> <p>To receive a presentation from Chief Executive, Suzanne Rankin, Chairman Aileen McLeish, and Chief Nurse Heather Caudle, on the work of the Ashford and St. Peter's Hospitals NHS Foundation Trust.</p>	
<p><b>3. Apologies for absence</b></p> <p>To receive any apologies for non-attendance.</p>	
<p><b>4. Minutes</b></p> <p>To confirm as a correct record the minutes of the Annual Council meeting held on 21 May 2015.</p>	1 - 8
<p><b>5. Disclosures of Interest</b></p> <p>To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for members.</p>	
<p><b>6. Announcements from the Mayor</b></p> <p>To receive any announcements from the Mayor.</p>	
<p><b>7. Announcements from the Leader</b></p> <p>To receive any announcements from the Leader.</p>	
<p><b>8. Announcements from the Chief Executive</b></p> <p>To receive any announcements from the Chief Executive.</p>	
<p><b>9. Questions from members of the public</b></p> <p>The Leader, or their nominee, to answer any questions raised by members of the public in accordance with Standing Order 14.</p>	

- 10. Petitions**  
To receive any petitions from members of the public.
- 11. Recommendation of the Cabinet**  
To consider the recommendation of the Cabinet from its meeting on 24 June 2015. 9 - 10
- 12. Recommendation of the Members' Code of Conduct Committee**  
To consider the recommendation of the Members' Code of Conduct Committee from its meeting on 18 June 2015. 11 - 12
- 13. Reports from the Leader of the Council**  
To receive the reports from the Leader of the Council on the work of the Cabinet at its meetings on 24 June 2015 (attached) and 15 July 2015 (to follow). 13 - 14
- 14. Report from the Chairman of the Audit Committee**  
To receive the report from the Chairman of the Audit Committee on the work of her Committee. 15 - 16
- 15. Report from the Chairman of the Licensing Committee**  
To receive the report from the Chairman of the Licensing Committee on the work of his Committee. 17 - 18
- 16. Report from the Chairman of the Members' Code of Conduct Committee**  
To receive the report from the Chairman of the Members' Code of Conduct Committee on the work of his Committee. 19 - 20
- 17. Report from the Chairman of the Overview and Scrutiny Committee (to follow)**  
To receive the report from the Chairman of the Overview and Scrutiny Committee on the work of his Committee.
- 18. Report from the Chairman of the Planning Committee**  
To receive the report from the Chairman of the Planning Committee on the work of his Committee. 21 - 22
- 19. Motions**  
To receive any motions from Councillors or members of the public.
- 20. Questions on Ward Issues**  
The Leader, or their nominee, to answer questions from Councillors on

issues in their Ward, in accordance with Standing Order 15.

**21. General questions**

The Leader, or his nominee, to answer questions from Councillors on matters affecting the Borough, in accordance with Standing Order 15.

Question from Councillor R.W. Sider

Members will be aware that Shepperton Town Ward recently experienced what can only be described as a sudden invasion by Travellers on Dumsey Meadow, an area designated as a site of Special Scientific Interest. Their incursion, which numbered over 20 caravans and trailers, gave rise to a great deal of concern and anxiety amongst local residents. Would the Leader and members of this Council join me in congratulating the Head of Street Scene and the Council's Legal department on the way this situation was dealt with to the complete satisfaction of the community, on an issue which involved and required a great deal of tact and diplomacy in obtaining their eviction?

**22. Urgent Business**

To consider any urgent business.

**Minutes of the Annual Council Meeting of Spelthorne Borough Council held in the Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames on Thursday 21 May 2015 at 7.30pm**

**Present:**

Councillors:

R.O. Barratt	A.E. Friday	A. Neale
I.J. Beardsmore	N.J. Gething	D. Patel
S.J. Burkmar	A. Griffiths	J.M. Pinkerton OBE
R. Chandler	A.C. Harman	O. Rybinski
C.A. Davis	I.T.E Harvey	D. Saliagopoulos
S.M. Doran	N. Islam	R.W. Sider BEM
S.A. Dunn	J. G. Kavanagh	R.A. Smith-Ainsley
Q.R. Edgington	V.J. Leighton	B.B. Spoor
K. Flurry	S. Lohmann	H.A. Thomson
P.C. Forbes-Forsyth	M.J. Madams	R.L. Watts
M.P.C. Francis	A.J. Mitchell	H.R. Williams
C.M. Frazer	S. C. Mooney	

Also in attendance: Miss Sue Faulkner, Vice-Chairman of the Members' Code of Conduct Committee

Mrs Suzy P. Webb, the Mayor, in the Chair

**112/15 Election of the Mayor**

The retiring Mayor, Mrs Suzy P. Webb, welcomed all members and guests to the Annual Meeting of the Council. She thanked the officers of the Council and in particular the Chief Executive, Roberto Tambini and the Mayor's secretary Mrs Gillian Vince, for their hard work and support during her time as Mayor.

Mrs Suzy P. Webb reported on her year as Mayoress and the many enjoyable events she had attended. She wished the new Mayor and Mayoress happiness and success in the coming year. Finally she presented bouquets of flowers to her secretary Mrs Gillian Vince, and her Consort, Miss Amelia Webb as a small token of appreciation.

It was moved by Councillor V.J. Leighton and seconded by Councillor C.M. Frazer and

**Resolved** that Councillor Mark Francis be appointed Mayor for the Municipal Year 2015-2016.

A short adjournment took place to hand over the robes and badge of Office to the new Mayor during which a recording of Tubular Bells by Mike Oldfield was played.

Councillor Mark Francis made the declaration of acceptance of office as Mayor of the Borough of Spelthorne and took the Chair. He thanked his proposer and seconder and the Council for supporting him in his election as Mayor. He presented Mrs Suzy P. Webb with the past Mayor's badge and a scrapbook commemorating her time in office.

The Mayor's Consort Miss Amelia Webb presented the Mayoress' badge to the new Mayoress, Mrs Catherine Francis, and she in turn presented Miss Amelia Webb with two past Mayors' Consort badges, one for her and one for her sister Miss Claudia Webb who was unable to be present at this event.

The Mayor paid tribute to Mrs Suzy P. Webb for her excellent service as Mayor.

The Mayor announced that he had appointed a Chaplain for his Mayoral Year, Reverend Michael Burley of St. Peter's Church, Staines-upon-Thames.

The Mayor's Charity Fund would be supporting Samaritans', The Well and the Fordbridge Centre.

#### **113/15 Apologies for absence**

Apologies were received from Councillors M. M. Attewell, T.J. Evans, A.T. Jones and J.A. Sexton and Mr. Murray Litvak, Chairman-elect of the Members' Code of Conduct Committee.

#### **114/15 Minutes**

The minutes of the Council meeting held on 30 April 2015 were confirmed as a correct record.

#### **115/15 Election of the Deputy Mayor**

It was moved by Councillor R.A. Smith-Ainsley and seconded by Councillor I.T. Harvey and

**Resolved** that Councillor A.E. Friday be appointed Deputy Mayor for the Municipal Year 2015-2016. Councillor Alfred Friday made the declaration of acceptance of office as Deputy Mayor of the Borough of Spelthorne.

The Mayor congratulated Councillor Alfred Friday on his election and invested him with the Badge of Office of Deputy Mayor.

The Mayoress, Mrs Catherine Francis presented the Deputy Mayoress' Badge to the Deputy Mayoress, Mrs Kaye Friday.

Councillor Alfred Friday briefly addressed the Council, thanking his proposer and seconder for their support. He said this was a great honour and he and Kaye looked forward to providing support to the Mayor, in his Mayoral year.

**116/15 Disclosures of Interest**

There were none.

**117/15 Announcements from the Mayor**

The Mayor announced the following forthcoming events, to which all were invited:

- The Civic Church Service on Sunday 21 June at 2pm at St. Peter's Church, Laleham Road, Staines-upon-Thames.
- The Armed Forces Day on Monday 22 June, starting at 10.20 outside the Council Offices, Knowle Green.
- Staines-upon-Thames day on Sunday 28 June.

**118/15 Election of Council Leader**

It was moved by Councillor R.W. Sider BEM and seconded by Councillor J.M. Pinkerton OBE and

**Resolved** that Councillor R.L. Watts be elected Leader of the Council for a four year term expiring at the Annual Council meeting in May 2019.

**119/15 Announcements from the Leader**

Councillor R.L Watts thanked his proposer and seconder and then made the following remarks.

I would like to welcome you all to the ACM following the recent elections and look forward to working with you over the next four years.

With my current Cabinet colleagues, whose portfolios may change slightly, I look forward to continuing to run the Council with a clear mission to deliver quality, best value for money services that matter most to our residents.

Our priorities are clearly indicated in the corporate plan that is on the Council's web page and our shared priorities are recognised in our manifesto leaflet which you will all no doubt remember.

Our Borough's economic record is outstanding with record low unemployment and a business-friendly reputation. Only the Conservatives can protect our strong local economy, provide jobs, opportunities, security and stability.

But it's not just about the economy. It's also about the environment and communities we live in. That's why we are working hard to preserve front-line services for families, the young, the elderly and vulnerable. That's why we acted on your concerns about crime and anti-social behaviour. That's why we fought to protect our local environment. That's why we back local communities. That's why your priorities are our priorities.

Our Conservative values relate to Community, Opportunity, Self-reliance, Accountability and Traditions. I intend to have at least two Leader's Task Groups to deal with Assets and Regeneration and the Sustainable future structure of the Council and I invite the opposition to participate. The format of the task groups will be announced shortly.

Like most of the UK public sector and particularly local government, this Council is facing a challenging financial future. We have had yet another £600,000 reduction in revenue support grant funding for 2015-16 (following on from a similar reduction for 2014-15).

We believe we face very serious funding cuts over the next few years and that we need to be preparing to become a self-funding council by 2020 at the latest. This is why we have put in place the Towards a Sustainable Future programme.

Local government is facing its most difficult period in living memory. The Towards a Sustainable Future programme is an ambitious but necessary programme covering a number of elements including:

- Maximising income from assets both in the form of capital receipts where appropriate which can be reinvested.
- Being prepared to make strategic asset acquisitions if they will deliver an appropriate investment return for the Council.
- Relocating the Council offices to a smaller more efficient location and freeing up Knowle Green to increase housing supply for the Borough and provide an ongoing rental income stream for the Council.
- Restructuring the Council's management structure to make efficiencies and create better service synergies.
- Redesigning services to deliver savings including new innovative delivery models.

In order to deliver the foregoing, it is necessary that appropriate upfront resources are provided.

I wish all councillors the very best for the following four years and trust you will have an enjoyable time. I would re-iterate my main message.

“Our Borough is a great place to live and work. Only a Conservative council can ensure its future is protected and that our communities are safe and secure”

#### **120/15 Committees 2015 - 2016**

Details of the Committees and their size were circulated in the agenda for the meeting. The political allocation of seats and the members to serve on them had been laid round at the meeting as **Appendices A and B** to all members of the Council. The Council also had regard to the information set out at Agenda item 9.

It was moved by Councillor R.L. Watts and seconded by Councillor P. Forbes-Forsyth and



**Resolved** to agree:

a) the appointment of the Committees shown at Agenda Item 9 (1), of the size indicated and with the terms of reference and functions set out in Part 3 (a) of the Council's Constitution.

b) the allocation of seats as shown on Appendix A (attached to these minutes).

c) the Members to serve on Committees as shown on Appendix B (attached to these minutes).

d) that Mr Murray Litvak and Miss Sue Faulkner be appointed as Chairman and Vice-Chairman, respectively, of the Members' Code of Conduct Committee.

### **121/15 Appointment of Independent Persons**

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

**Resolved** 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.

### **122/15 Appointment by the Council to Outside Bodies**

#### **1. South West Middlesex Crematorium Board**

It was moved by Councillor R.L. Watts and seconded by Councillor P.C. Forbes-Forsyth and

**Resolved** that Councillor Q.R. Edgington be appointed as the Council's representative on the South West Middlesex Crematorium Board.

It was moved by Councillor P.C. Forbes-Forsyth and seconded by Councillor J.M. Pinkerton OBE and

**Resolved** that Councillor R.L. Watts be appointed as the Council's deputy representative on the South West Middlesex Crematorium Board.

#### **2. Surrey Police and Crime Panel**

It was moved by Councillor R.L. Watts and seconded by Councillor P.C. Forbes-Forsyth and

**Resolved** that Councillor A.C. Mitchell be appointed as the Council's representative on the Surrey Police and Crime Panel.

**Allocation of Committee seats 2015-16****Appendix A**

<b>Committee</b>	<b>Total number of seats</b>	<b>Conservative</b>	<b>Liberal Democrats</b>	<b>Labour</b>
<b>Audit</b>	7	6	1	
<b>Licensing</b>	15	13	1	1
<b>Planning</b>	15	14	1	
<b>Scrutiny</b>	15	14	1	
<b>MCC</b>	8	7	1	
<b>Staffing and Appeals</b>	5	4		1
<b>Total</b>	65	58	5	2

Dated: **21 May 2015**

CABINET and COMMITTEES MEMBERSHIP for 2015-2016

Appendix B

<b>AUDIT</b> <i>(7 seats)</i>	<b>LICENSING</b> <i>(15 seats)</i>	<b>OVERVIEW AND SCRUTINY</b> <i>(15 seats)</i>	<b>PLANNING</b> <i>(15 seats)</i>	<b>MEMBERS' CODE of CONDUCT</b> <b>**[10 members](8 seats)</b>	<b>*STAFFING AND APPEALS</b> <b>(5 seats)</b>
Dunn	Attewell	Attewell	Barratt	Attewell	
Harman	Barratt	Burkmar	Beardsmore	Friday	
Madams	Burkmar	Chandler	Burkmar	Griffiths	
Patel	Chandler	Flurry	Edgington	Kavanagh	
Saliagopoulos	Doran	Friday	Frazer	Lohmann	
Thomson	Dunn	Harvey	Griffiths	Mitchell	
Williams	Edgington	Jones	Islam	Sider	
	Flurry	Kavanagh	Jones	Spoor	<b>*[Meets as and when required]</b>
	Harman	Lohmann	Leighton		
	Harvey	Mooney	Neale	<b>**2 members are non-councillors</b>	
	Islam	Neale	Rybinski	M. Litvak (Chair)	
	Leighton	Patel	Sider	S. Faulkner (Vice-Chair)	
	Madams	Rybinski	Smith-Ainsley		
	Mooney	Spoor	Thomson		
	Sider	Williams	(Watts)		
<b>Conservative 6</b> <b>Lib Dem 1</b>	<b>Conservative 13</b> <b>Liberal Democrat 1</b> <b>Labour 1</b>	<b>Conservative 14</b> <b>Liberal Democrat 1</b>	<b>Conservative 14</b> <b>Liberal Democrat 1</b>	<b>Conservative 7</b> <b>Liberal Democrat 1</b>	<b>Conservative 4</b> <b>Labour 1</b>

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**Recommendation of the Cabinet**

There is one recommendation from the Cabinet meeting held on 24 June 2015.

**Statement of Community Involvement**

Cabinet considered a report on the draft Statement of Community Involvement which had been out to consultation for a four week period between February and March 2015.

The Council is required to have an up-to-date Statement of Community Involvement (SCI) in relation to its planning functions. This must cover both Local Plan preparation and the way the Council involves people on planning applications.

**RESOLVED TO RECOMMEND** that Council adopts the Statement of Community Involvement, subject to the changes proposed by the Local Plan Working Party following the consultation.

Councillor Robert Watts  
*Leader of the Council*

**16 July 2015**

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

### **New role for Independent Persons**

1. At its meeting on 18 June 2015 the Members' Code of Conduct Committee considered a report on new simplified arrangements for taking disciplinary action against Council Statutory Officers arising from the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015.
2. The new Regulations replace the mandatory requirement to appoint a Designated Independent Person (DIP) to investigate any allegation of misconduct against the Statutory officers, with a decision by Council following consideration of advice or recommendations of an independent panel made up of Independent Persons appointed for the purposes of the members' conduct regime under the Localism Act 2011.
3. As the new Regulations increase the role of the Independent Person (IP), it is proposed that the existing shared pool arrangement with Guildford BC, Mole Valley DC and Waverley BC be extended to include Reigate and Banstead BC (RBBC) and that an additional two Independent Persons be appointed, namely Mr Paul Sherar and Mr David Seymour.
4. The existing three Independent Persons, Roger Pett, Tony Allenby and Vivienne Cameron have given their consent to take on this additional role. Paul Sherar has already been appointed to the role of Independent Person by RBBC and has given consent to be IP for Spelthorne BC and the other councils too.
5. Since the Committee considered the Report of the Monitoring Officer on this proposal, Mr David Seymour has been appointed as an Independent Person by RBBC, and has given his consent to act for the other Councils in the shared pool arrangement.

#### **Council is recommended:**

- 1. to agree that the following be appointed as Independent Persons to support both the Council's Code of Conduct and Statutory Officer procedure rule requirements:**
  - a. Mr Roger Pett**
  - b. Mr Tony Allenby**
  - c. Ms Vivienne Cameron**
  - d. Mr Paul Sherar**
  - e. Mr David Seymour**
- 2. To authorise the Monitoring Officer to make consequential amendments to the Employment Procedure Rules within the Constitution.**

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## **Report from the Leader of the Council on the work of the Cabinet**

This is my report as the Leader of the Council on the work of the Cabinet at its meeting on 24 June 2015.

### **1. Reports from the Local Plan Working Party**

1.1 We considered the minutes and recommendations of the meeting held on 1 June 2015.

1.2 We:

- Agreed the Duty to Cooperate Framework, subject to the changes proposed.
- Recommended to Council that the Statement of Community Involvement be adopted, subject to the changes proposed.
- Agreed the Town Centres Study, subject to the changes proposed.
- Agreed the draft Strategic Housing Market Assessment for public involvement.

### **2. Report on residents' survey**

2.1 We considered a report on the outcomes of a residents' survey undertaken by MEL Research Development Consultancy.

2.2 We agreed to note the contents of the report and that, in future, the survey be undertaken on a two-yearly basis.

### **3. Bridge Street car park**

3.1 We considered a report on the future of Bridge Street car park.

3.2 We agreed to:

- Proceed to go out to tender via a fast track process to the two top bidders (paragraph 2.1).
- Enter into a Conditional Sale and Development Agreement for the site with the preferred bidder.
- Give delegated authority to the Chief Executive in consultation with the Leader to deal with all aspects of the revised fast track tender process.
- Dispose of the land on the best terms possible and provided that a certificate for best value has been received from the Council's professional advisors.
- Work with the preferred bidder after the conditional sale and development agreement has been exchanged, to ensure a considered and well-designed scheme is brought forward, which meets the 6 development objectives in the Marketing brief, and for the Council to use external expert design and urban design advice to ensure these objectives are achieved.

**Councillor Robert Watts**  
*Leader of the Council*

**16 July 2015**

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## **Report of the Chairman on the work of the Audit Committee**

The Audit Committee held a meeting on 25 June 2015 and considered the following items of business.

### **1. Internal Audit Annual Report**

The Committee noted the Internal Audit Annual Report 2014/2015 which demonstrated how the authority fulfilled its statutory requirements to 'maintain an adequate and effective system of internal audit of its accounting records and of its system of internal control in accordance with proper internal audit practices.'

### **2. Corporate Risk Management**

The Committee noted and accepted the quarterly update on the Corporate Risk Register.

The Committee received an update from the Head of Streetscene on the provision of internal horticultural expertise to manage the grounds maintenance contact and tree maintenance works. The Committee noted that significant developments had been made to alleviate the risks associated following the issues being highlighted by the Corporate Risk Register and the intervention of the Audit Committee. The Committee noted that the Head of Streetscene had completed a Royal Horticultural Society course in horticultural standards in 2014 and since then had created a booklet for enforcement officers who inspect the parks and open spaces of the Borough. The booklet provided relevant horticultural information to officers which assisted them in their inspections and alleviated the risks associated with managing the grounds maintenance and tree maintenance contract. The Head of Streetscene also informed the Committee that a detailed spreadsheet and timetable had also been created for the enforcement teams to use to identify what maintenance needs to occur on an annual basis.

The Committee noted an exempt report from the Risk and Resilience Manager on the Council's Business Continuity plans and were satisfied that progress was underway.

### **3. Committee Work Programme 2015-2016**

The Committee approved its Work Programme for the 2015-2016 Municipal year.

Councillor Mary Madams  
*Chairman of the Audit Committee*

**16 July 2015**

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## **Report of the Chairman on the work of the Licensing Committee**

There has been one Licensing Sub-Committee meeting since my last report. Details of the meeting are set out below.

### **1. Licensing Sub-Committee – 22 June 2015**

A Licensing Sub-Committee considered a report to determine whether or not Mr G. Hugo was a fit and proper person to hold a Hackney Carriage driver licence. The Sub-Committee resolved to refuse Mr Hugo's application for a Hackney Carriage licence for the reasons set out in the decision notice.

Councillor Robin Sider  
*Chairman of the Licensing Committee*

**16 July 2015**

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## **Report of the Chairman on the work of the Members' Code of Conduct Committee**

The Members' Code of Conduct Committee has met once since the last Council meeting, on 18 June 2015, and considered the following items of business.

### **1. Independent Person Protocol**

- 1.1 The Committee noted the requirements of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 which provided for new simplified arrangements for taking disciplinary action against the Council's Statutory officers, namely: the Head of Paid Service, the Chief Finance (s151) Officer and the Monitoring Officer.
- 1.2 The Committee agreed to recommend to Council that the existing three Independent Persons, (Mr Roger Pett, Mr Tony Allenby and Ms Vivienne Cameron), be appointed to support the Council's Code of Conduct and Statutory Officer procedure rule requirements and that an additional two Independent Persons be appointed under the shared pool arrangement, namely Mr Paul Sherar and Mr David Seymour.
- 1.3 It also agreed to recommend Council to authorise the Monitoring Officer to make consequential amendments to the Employment Procedure Rules within the Constitution.

### **2. Update on complaints against councillors**

- 2.1 The Committee noted a report summarising a number of complaints by one councillor against another councillor which had been received in the run up to the election and which the Monitoring Officer had struck out on the basis that they were politically motivated.

### **3. Work Programme**

- 3.1 The Committee noted the Work Programme for 2015-2016 subject to the addition of a mock scenario training session at the October meeting and asked the Monitoring Officer to provide a training session for all members on the Code of Conduct.

### **4. Training Session**

- 4.1 At the conclusion of the Committee's business, the members received a training session delivered by the Deputy Monitoring Officer on the arrangements and processes for dealing with allegations of misconduct by members under the Members' Code of Conduct.

**Murray Litvak**

*Chairman of the Members' Code of Conduct Committee*

**16 July 2015**

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**Report of the Chairman on the work of the Planning Committee**

1. The Planning Committee has met on two occasions since the previous report was prepared for the Council meeting. This report therefore gives an overview of the key items considered by the Committee at its meetings on 3 June 2015 and 1 July 2015.
2. The June meeting dealt with nine planning applications. Public speaking took place on five items with seven people taking the opportunity to address the Committee. The key items considered by the Committee are set out below.
3. Planning application (15/00526/FUL) related to Kempton Park Racecourse, Staines Road East, Sunbury on Thames. The application proposed the use of Kempton Park for a temporary park and ride operation in association with the Rugby World Cup 2015 for twelve matches (including two warm up matches) at Twickenham Stadium. The application was approved.
4. A second planning application (15/00342/FUL) related to Shepperton Studios, Studios Road, Shepperton. It proposed the continued use of land adjacent to the Shepperton Studios for temporary car parking with a capacity for 450 car parking spaces, 20 motorcycle spaces, including continued access from Studios Road, new surfacing and drainage provision, bollard lighting and a security hut. The Committee resolved to approve the planning application.
5. Planning application 15/0 0530/FUL related to 39 Gresham Road, Staines-upon-Thames. It proposed the demolition of existing dwelling, partial lowering of ground level and erection of part four storey, part three storey building with pitched roof surrounding privacy screen over the rear element all containing 7 no. 2 bed self-contained flats and associated parking (7 no. spaces) and amenity space. The planning application was approved.
6. Two applications, one seeking planning permission (14/01943/FUL) and one seeking listed building consent (14/01944/LBC) were considered for Brook Cottage 25-27 High Street, Stanwell. The applications were seeking permission for the erection of 2 no. 3 bed houses, conversion of existing grade II Listed Building into 2 no. dwellings and erection of detached garage/orangery building, along with associated parking and landscaping following demolition of existing pool house and garage. Both applications were refused by the Planning Committee.
7. Planning application 15/00240/FUL related to unit N2, Two River Retail Park, Mustard Mill Road, Staines-upon-Thames. The application proposed:

External alterations to the rear elevation of Unit N2 to include;

- at ground floor level: the replacement of three existing fire doors with three new double fire doors and a single fire door, the creation of a new goods in entrance and the installation of obscured glazing fitted with film and electronically operated blackout blind;

□ at first floor level: the removal and covering up of four redundant grilles/vents and creation of three fixed windows fitted with obscure film to a height of 1700mm above finished floor level (FFL) each fitted with electronically operated blackout blinds.

The planning application was approved.

8. Planning application 15/0 0334/FUL concerned 41 Broadlands Avenue, Shepperton. It proposed the erection of a replacement two storey house including integral double garage, single storey rear addition, installation of rear dormer windows and rooflights to provide rooms in the roof space, together with the erection of a single storey detached outbuilding, replacement front boundary wall, railings and gates. The Planning Committee approved the application.
9. The penultimate application related to Cockaigne, Sandhills Meadow, Shepperton and proposed the erection of single storey rear extension, installation of window in western elevation, installation of rear dormer window and installation of 200mm high raised timber terrace (15/00424/HOU). The application was approved.
10. The last planning application on the agenda (14/02120/HOU) related to 44 Minsterley Avenue. It proposed the erection of a part single storey, part two storey rear extension and other minor external alterations to the dwelling and was approved.
11. The July 1 meeting dealt with two planning applications. Public speaking took place on one of the items with two people taking the opportunity to address the Committee. The key items considered by the Committee are set out below.
12. Planning Application 14/02206/RMA concerned land fronting and located between Longford Avenue, Holywell Way and Long Lane and to the rear of Ravensbourne Avenue, Stanwell. The application proposed the erection of 46 dwellings to comprise affordable and private units together with associated access road, parking, landscaping and public open space, following demolition of existing dwellings (Reserved Matters Phase - 4 of Stanwell New Start - pursuant to outline planning permission 08/00361/OUT). It also proposed the discharge of a number of conditions pursuant to 08/00361/OUT. The application was approved.
13. Planning Application 15/00592/FUL related to 133-135 Windmill Road, Sunbury-on-Thames. It proposed the change of use of existing warehouse/office to a children's soft play centre (D2) and was approved.

**Councillor Richard Smith-Ainsley**  
*Chairman of the Planning Committee*

**16 July 2015**