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18th June 2003

TO THE MEMBERS OF SPELTHORNE BOROUGH COUNCIL

SUMMONS TO MEETING

You are hereby summoned to attend the **Meeting of Spelthorne Borough Council to be held in the Council Chamber, Council Offices, Knowle Green, Staines on Thursday 26th June 2003, beginning at 7.30pm**, for the purpose of transacting the business specified in the Agenda **set out on the next page.**

KAREN SATTERFORD
Chief Executive

EMERGENCY PROCEDURE: - In the event of an emergency the building must be evacuated. All Members and Officers should assemble on the Green adjacent to Broome Lodge, Staines. Members of the Public present should accompany the Officers to this point and remain there until the Senior Officer present has accounted for all persons known to be on the premises. **[THE LIFT MUST NOT BE USED]**

PUBLIC SPEAKING AT COUNCIL MEETINGS

(1) Question Time

Public "Question Time" is now nearer to the start of the Council meetings. This is an opportunity for any person to ask the Leader of the Council a question about matters in which the Council has powers or duties or issues which affect the Borough.

(2) Petitions

The Council has a procedure to enable petitions to be presented formally at Council meetings and for the person presenting the petition to address the Council for a maximum of three minutes about it.

(3) Representations on Recommendations

When the Council is considering a recommendation made to it by the Executive or a Committee, any resident can put forward views on the issues involved by making representations to the Council for a maximum of three minutes before the Council discusses the recommendation and makes a decision.

Anyone wishing to (1) ask a question, (2) present a petition, or (3) make representations on a recommendation, must notify the Chief Executive's office before Noon on the day of the meeting.

A G E N D A

1. APOLOGIES FOR ABSENCE

2. MINUTES

To confirm as a correct record the Minutes of the Annual Council Meeting held on 13th May 2003.
(Attached at [APPENDIX 1](#) [pages 3 to 5])

3. DISCLOSURES OF INTEREST

To receive any disclosures of interest from Members in accordance with the Council's Code of Conduct for Members.

4. ANNOUNCEMENTS FROM THE MAYOR, THE LEADER OR THE CHIEF EXECUTIVE

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

The Leader or his nominee to answer any questions raised by members of the public (*provided questions have been submitted in writing to the Chief Executive's office before Noon on the day of the meeting*).

6. PETITIONS

To receive any petitions submitted to the Council.

7. RECOMMENDATIONS OF THE EXECUTIVE

To consider the recommendations of the Executive on the following matters:-
(Attached at [APPENDIX 2](#) [page 6])

1. **Affordable Housing Policy**

2. **[Spelthorne Best Value Performance Plan 2003-2004](#)**

[Performance Indicators](#)

*(A copy of the Spelthorne Best Value Performance Plan 2003-2004 **will follow** under separate cover.)*

3. **Statement of Accounts for 2002/2003 [to follow]**

*(A copy of the Council's Accounts for 2002/2003 **will follow** under separate cover.)*

Note: Members of the public may make representations not exceeding 3 minutes on individual recommendations before they are discussed (*provided notice of their wish to do so has been given to the Chief Executive's office before Noon on the day of the meeting*).

8. REPORT FROM THE LEADER OF THE COUNCIL

To receive a report from the Leader of the Council on the work of the Executive.
(Attached at [APPENDIX 3](#) [pages 7 to 8])

9. REPORTS FROM THE CHAIRMEN OF THE IMPROVEMENT AND DEVELOPMENT AND PERFORMANCE MANAGEMENT AND REVIEW COMMITTEES

To receive reports from the Chairmen of the two Overview and Scrutiny Committees on the work of their Committees. **(Attached at [APPENDICES 4](#) and [5](#) [pages 9 to 10])**

10. REPORTS FROM THE CHAIRMEN OF THE PLANNING AND LICENSING COMMITTEES

To receive reports from the Chairmen of the Planning Committee (**Attached at [APPENDIX 6](#) [pages 11 to 12]**) and Licensing Committee (**[APPENDIX 7](#)**) on the work of their Committees.

11. QUESTIONS ON WARD ISSUES

The Leader or his nominee to answer any questions from Members on issues in their Ward. *(provided questions have been submitted in writing to the Chief Executive's office before Noon on the day of the meeting).*

12. GENERAL QUESTIONS

The Leader or his nominee or relevant Committee Chairman to answer any questions from Members on matters affecting the Borough or for which their committee has responsibility *(provided questions have been submitted in writing to the Chief Executive's office before Noon on the day of the meeting).*

13. APPOINTMENTS TO OUTSIDE BODIES

(1) Laleham Charities – Laleham Village Hall and Laleham Recreation Ground

In light of the resignation of Mr. G.G. Blampied as a Representative Trustee of Laleham Charities - Laleham Village Hall and Laleham Recreation Ground, to appoint a replacement Trustee for 4 years until 26th June 2007. The Clerk to the Trustees has indicated that the Trustees wish to recommend Mr. Alexander Jones of 211 Thameside, Laleham, Staines, TW18 1UG as a replacement Representative Trustee.

(2) Sunbury Welfare Trust

In light of The Rev. A.F.P. Brown no longer being the vicar at St. Saviour's Church, Sunbury and no longer a Nominative Trustee of the Sunbury Welfare Trust, to appoint a replacement Trustee for 4 years until 26th June 2007. The Clerk to the Trustees has indicated that the Trustees wish to recommend The Rev, David McDougall, successor as vicar at St. Saviour's Church, Sunbury, as a replacement Nominative Trustee.

14. URGENT BUSINESS

To consider any urgent business.

15. EXEMPT BUSINESS

To answer any questions which relate to exempt business.

MINUTES OF THE COUNCIL MEETING HELD ON 13TH MAY, 2003

BOROUGH OF SPELTHORNE

At the Annual Meeting of the COUNCIL of the Borough of Spelthorne, held in the Council Chamber, Council Offices, Knowle Green, Staines
On Thursday 13th May, 2003 at 7.30pm

Amos Mrs P C	Fullbrook J	Paton J M
Ayers F	Grant Mrs D L	Pinkerton J D
Bain Miss M	Hirst A P	Pinkerton Mrs J E
Beardsmore I J	Hyams Mrs M	Ponton Mrs J E
Bhadye S	Jaffer H R	Royer M R
Bouquet M L	James P R	Searancke E J
Ceaser G S	Langridge-John Mrs J B	Sider R W
Chouhan K	Leighton Mrs V J	Spencer Mrs C L
Colinson-Crawford R B	Lorch S B S	Strong C V
Culnane E K	Madams Mrs M J	Trussler G F
Davies F	Napper Mrs I	Turner Mrs D
D'Sa R V	O'Hara E	Weston Mrs P
Forsbrey G E	Packman J D	Wood-Dow Mrs J M

112/03 112/03 ELECTION OF MAYOR

The retiring Mayor, Councillor R.W. Sider, welcomed all Members to the Annual General Meeting of the Council.

He reported that it had been an honour to have been Mayor during the Queen's Golden Jubilee year. He referred to many of the functions and interesting people he had met during the year including the visit to Spelthorne by the High Sheriff of Surrey, Penelope Keith, who had opened the new Memorial Gardens and the pedestrianisation of Staines High Street. He went on to pay tribute to many people including his friends and associates who had given support in raising funds for the Mayors' charities and Pam Cross the Mayor's secretary.

Finally the Mayor publicly thanked his wife, Mrs Jean Sider, for helping to make the Mayoral Year so successful and enjoyable.

He extended his very best wishes to his successor, who would become the 30th Mayor of Spelthorne, and hoped that his term in office would be both interesting and rewarding.

It was moved by Councillor E. O'Hara and seconded by Councillor Mrs J. Wood-Dow that Councillor G.S. Ceaser be elected Mayor for the Municipal Year 2003/2004.

In moving the motion Councillor O'Hara reminded members that Councillor Ceaser had been the 13th Mayor and he felt sure he would undertake his duties as the 30th Mayor of the Borough with his usual dignity. He also referred to the high regard in which Councillor Ceaser was held by the local community. Councillor Mrs J.M. Wood-Dow in seconding the motion referred to Councillor Ceaser's commitment to his duties.

RESOLVED that Councillor G.S. Ceaser be appointed Mayor for the Municipal Year 2003/2004.

Councillor G.S. Ceaser 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 those who had supported him in his election as Mayor, which he accepted with pride and honour. He presented Councillor R. W. Sider with the past Mayor's badge, a scrapbook commemorating his year in office and a small gift.

The Mayor reported that his Mayor's Charity Fund would be supporting three main charities which were the Sunbury Millenium Embroidery Building Fund, the Riverside Arts Appeal for the Barclays Bank building and the Spelthorne Young Voice Choir, with any remaining funds being given to other deserving causes identified during the Mayoral Year.

113/03 113/03 MINUTES

RESOLVED that the Minutes of the meeting held on 24th April, 2003, be approved as a correct record.

114/03 114/03 APPOINTMENT OF DEPUTY MAYOR

It was moved by Councillor R.W. Sider and seconded by Councillor J.M. Paton and

RESOLVED that Councillor G.F. Trussler be appointed Deputy Mayor of the Borough of Spelthorne for the Municipal Year 2003/2004.

Councillor G.F. Trussler then made the declaration of acceptance of office as Deputy Mayor of the Borough of Spelthorne and thanked his proposer and seconder and the Council for appointing him.

115/03 115/03 ANNOUNCEMENTS FROM THE MAYOR

The Mayor referred to the Housing Best Value Inspection undertaken by the Audit Commission, at the beginning of the year, which initially gave the Council a 'fair' rating with uncertain prospects for improvement. Since then further evidence had been provided and the inspector had accepted that there were 'promising' prospects for improvements. He reminded members that this judgement together with the "average" assessment for the Housing Strategy would make a positive contribution to the Council's CPA assessment.

He welcomed Sue Sturgeon to her first meeting of the Council in her new role as Strategic Director (Support).

He reminded Members of his first civic event, which would be the Spelthorne Fun Day on Sunday 13th July 2003.

116/03 116/03 APPOINTMENT OF LEADER AND DEPUTY LEADER

It was moved by Councillor A.P. Hirst and seconded by Councillor J.D. Packman and

RESOLVED that Councillor F. Davies be appointed Leader of the Council for the Municipal Year 2003/2004.

It was moved by Councillor F. Davies and seconded by Councillor E.K. Culnane and

RESOLVED that Councillor J.D. Packman be appointed Deputy Leader of the Council for the Municipal Year 2003/2004.

117/03 117/03 ESTABLISHMENT OF THE EXECUTIVE, ITS SIZE, TERMS OF REFERENCE AND FUNCTIONS AND APPOINTMENT OF MEMBERS

It was moved by Councillor F. Davies and seconded by Councillor J.D. Packman and

RESOLVED:

- (a) (a) That an Executive of 6 members be appointed comprising the Leader and the Deputy Leader of the Council and Councillors E.K. Culnane, G.E. Forsbrey, Mrs D.L. Grant and E.J. Searancke, with the terms of reference and functions set out in Part 3 (a) of the Council's Constitution; and
- (b) (b) that the members of the Executive should hold the following portfolios:

Community Safety and Community Liaison	Councillor J.D. Packman
Adult and Elderly Services	Councillor E.K. Culnane
Children and Young People Services	Councillor Mrs. D.L. Grant
Environment and Planning	Councillor G.E. Forsbrey
Corporate Services	Councillor E.J. Searancke

118/03 118/03 ESTABLISHMENT OF COMMITTEES, ALLOCATION OF SEATS AND APPOINTMENT OF MEMBERS

Details of the proposed committees, their size, the political allocation of seats and the members to serve on them had been circulated (as Appendix A) to all members of the Council.

It was moved by Councillor F. Davies and seconded by Councillor J.D. Packman and

RESOLVED:

- (a) (a) That the Council appoint the six committees indicated in [Appendix A](#) with the terms of reference and functions as set out in Part 3 (a) of the Council's Constitution and that the political allocation of seats and the Members serving on committees be as shown on [Appendix A](#); and
- (b) (b) That Mr M. Litvak and Mr C. Tamlyn be appointed as Chairman and Vice-Chairman respectively of the Standards Committee.

119/03 119/03 CHAIRMEN OF AREA FORUMS

It was moved by Councillor F. Davies and seconded by Councillor J.D. Packman and

RESOLVED that the Chairmen of the five Area Forums for the Municipal Year 2003/2004 be appointed as follows:

Ashford	Councillor Mrs P. Weston
Shepperton	Councillor R.W. Sider
Staines and Laleham	Councillor E. O'Hara
Stanwell and Stanwell Moor	Councillor Mrs M. Hyams
Sunbury	Councillor A.P. Hirst

120/03 120/03 DISCRETIONARY HOUSING PAYMENTS REVIEW BOARD

It was moved by Councillor F. Davies and seconded by Councillor J.D. Packman and

RESOLVED that all Members of the Council other than those appointed to the Executive be appointed to form a Panel from which Discretionary Housing Payments Review Boards can be drawn, as necessary.

121/03 121/03 APPOINTMENTS BY THE COUNCIL TO OUSIDE BODIES

(a) (a) South West Middlesex Crematorium Board

It was moved by Councillor F. Davies and seconded by Councillor J.D. Packman and

RESOLVED that Councillor Mrs D.L. Grant be appointed as the Council's representative and Councillor A.P. Hirst be appointed as deputy to serve on the South West Middlesex Crematorium Board.

(b) (b) Surrey County Districts Film Licensing Joint Committee

It was moved by Councillor F. Davies and seconded by Councillor J.D. Packman and

RESOLVED that Councillors Mrs D.L. Grant and Mrs J.M. Wood-Dow be appointed as the Council's representatives to serve on the Surrey County Districts Film Licensing Joint Committee.

REVISED RECOMMENDATIONS OF THE EXECUTIVE

1. AFFORDABLE HOUSING POLICY

1.1 The Executive has considered a report on Affordable Housing Policy, including the additional information received from GOSE on 20th May 2003, recommending a formal alteration to Policies H5 and H6 of the Local Plan and agreement to the provision of draft Supplementary Planning Guidance on Affordable Housing.

1.2 **The Executive recommend that the Council:**

- (a) **Note the extent and outcome of the pre-deposit consultations on Policies H5 and H6 and the consequent amendment to Policy H6 and agree that a statement on pre-deposit consultation be published.**
- (b) **Agree the draft Supplementary Planning Guidance on Affordable Housing for public consultation at the same time as the first Deposit stage for the proposed Local Plan alterations.**
- (c) **Agree the draft Local Plan alterations to Policies H5 and H6 as set out in Appendix A and that:**
 - (i) **A Certificate of Conformity of the changes with the Surrey Structure Plan be sought from Surrey County Council.**
 - (ii) **Subject to satisfactory issue of a Certificate, the proposed Local Plan alterations be placed on first Deposit.**
- (d) **Agree that the draft alterations to Policies H5 and H6 of the Local Plan and the Supplementary Planning Guidance be used in determining all new relevant planning applications submitted after the date of the Executive [i.e. 27th May 2003].**
- (e) **Agree that the Technical Background document be published at the same time as the draft Local Plan alteration and the draft SPG.**

2. SPELTHORNE BEST VALUE PERFORMANCE PLAN 2003-2004

2.1 The Executive has considered a report on a draft of Council's Best Value Performance Plan for 2003-2004. The layout of the Plan has changed somewhat from last year. The key changes being the number of targets, the identification of the 4 key priority areas of: (1) Engaging Younger People in Spelthorne, (2) Making Spelthorne Safer, (3) Making Spelthorne a Better Place and (4) Improving Customer Satisfaction with Spelthorne's Services, together with the inclusion of a "Route Map" showing how the Council will achieve its aims.

2.2 **The Executive recommend that the Council note the key priorities for the Council listed in the Spelthorne Best Value Performance Plan 2003/2004 and approve the Plan for immediate adoption. [A copy of the Plan is circulated under separate cover.]**

3. STATEMENT OF ACCOUNTS FOR 2002/2003

3.1 The Executive has considered a report on the Council's Financial Statement of Accounts for 2002/2003. Under the Accounts and Audit Regulations 2003, the Council is required to formally

approve the Statement of Accounts for the financial year ending 31st March 2002 and for this year the deadline for approval is 30th September 2003.

- 3.2 The Executive recommend that the Council approve the Council's Statement of Accounts for 2002/2003 and agree that these Accounts be signed by the Leader of the Council. [A copy of the Council's Statement of Accounts for 2002/2003 (Green cover booklet) is circulated under separate cover.]**

Councillor Frank Davies
Leader of the Council

26th June, 2003

REPORT OF THE LEADER OF THE COUNCIL ON THE WORK OF THE EXECUTIVE

The Executive has met twice since my previous report to the Council and this report is an overview of the main items considered on 27th May 2003. The items discussed on 24th June 2003 will be included in my report to the next Council on 31st July 2003. We have made recommendations to the Council on three issues which appear earlier on tonight's agenda. The following is a brief summary of some of the significant issues we have been discussing.

ARTS, HERITAGE, LEISURE AND RECREATION ISSUES

Sunbury Millennium Embroidery – Application for a Loan - We have approved an interest free loan of £50,000 to the Sunbury Millennium Embroidery Project, repayable over a period of 7 years, so that a modified building can be produced for the Embroidery within the Walled Garden at Lower Sunbury.

CORPORATE ISSUES

Appointment of Representatives to serve on Outside Bodies 2003/2004 – We have appointed representatives to serve on various Outside Bodies and have submitted nominations to the Surrey Local Government Association in relation to SLGA appointments to relevant organisations.

ENVIRONMENT ISSUES

Future Development of Air Transport in the United Kingdom - We have approved for submission to the Government the Supplement to the Council's original response to the Government's consultation on the Future of Air Transport in the United Kingdom, including various amendments, relating to further developments at Heathrow Airport, to cover the issues of separate Consultation with BAA, the need for Compensation for Local Communities and the need for significant improvements to the Surface Access Infrastructure.

Installation of a Photovoltaic (PV) Scheme for Sunbury Leisure Centre - We have endorsed the promotion of this innovative renewable energy initiative and have agreed the funding for the next steps towards the implementation of this PV Scheme at Sunbury Leisure Centre, following the Council's successful bid for Central Government Funding.

FINANCIAL ASSISTANCE TO LOCAL ORGANISATIONS

Grant Applications for Special School Status - We have agreed that in future the funding for Special School Status will be from the Spelthorne Lottery Fund.

HIGHWAYS ISSUES

Review of Car Park Fees and Charges - We have approved revised car parking charges for the Council's car parks in Staines Town Centre for implementation from August 2003, if possible, and have agreed that a further report on charging for car parking on Sundays be submitted to the Executive on 24th June 2003.

HOUSING ISSUES

Delivering the Housing Improvement Plan - We have earmarked £1million in the Council's reserves for housing initiatives during the current financial year 2003/2004.

Housing to Underpin Economic Success – We have generally endorsed the objectives of the document “Housing to Underpin Economic Success” and have authorised the Officers to undertake a pilot exercise of empty houses in one particular area of the Borough, based on information to be sought from other local authorities that have already carried out this type of initiative.

PLANNING ISSUES

Adoption of a New Flood Map for Spelthorne - We have adopted the latest 1 in 100 year flood outline map for Spelthorne recommended by the Environment Agency and have strongly urged the Planning Committee to have full regard to the flooding issue and to reflect this in its decision making on all relevant planning applications with immediate effect.

Local List of Buildings of Architectural or Historic Interest – We have approved for public consultation the draft Local List of Buildings of Architectural or Historic Interest and have agreed that a further report be made to the Executive following the public consultation.

Councillor Frank Davies
Leader of the Council

26th June, 2003

REPORT OF THE CHAIRMAN ON THE WORK OF THE IMPROVEMENT AND DEVELOPMENT COMMITTEE

The Improvement and Development Committee held its first meeting on the 12th June, 2003 and considered the following items of business:

The Committee's Work Programme For 2003/04

The Committee considered and approved a draft work programme for 2003/04 and a number of small groups to undertake detailed work.

It appointed Members to serve on the Best Value Review Panels for Support Services and Young People.

At the request of the Executive, the Committee also appointed 5 Members to serve on a task group to consider the future procurement options for our Leisure Centres and a group of 5 Members to look at the specifications for the grounds maintenance contract. Another group of Members will look at the budget approach for 2004/5 and beyond.

Best Value Performance Plan 2003/04

The Committee received and noted a presentation on the approach to the Borough's Best Value Performance Plan for 2003/04 and beyond, which would be considered by the Executive on 24th June and then by the Council at this evening's meeting.

Housing Strategy Update

The Chief Executive presented and the Committee noted a report on the Borough's approach to Housing and its Housing Strategy following the Best Value Inspection.

Audit Services - Annual Plan 2003/4

The Head of Audit Services presented and the Committee noted the proposed Audit Services Annual Plan 2003/4

Councillor A.P. Hirst
Chairman of the Improvement and Development Committee

26th June, 2003

REPORT OF THE CHAIRMAN ON THE WORK OF THE PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE

The Performance Management and Review Committee has met once since the last Council meeting and this report gives an overview of the issues considered by the Committee.

COMMITTEE WORK PROGRAMME

As this was the first meeting of this scrutiny committee, consideration was given to its work programme for the year and how it wished to operate including the opportunity to establish small task groups to enquire into specific issues in detail. During the course of the year the committee would be monitoring the Council's performance and looking at existing policies to see how they are working in practice and whether any changes need to be recommended to the Executive. In addition to the scheduled meetings a special meeting of the committee will be held on 18th September, 2003 so that consideration can be given to the Council's Statement of Accounts. The committee's work programme is a living document and to ensure that it is kept up to date the committee asked that the programme be submitted to future meetings.

PERFORMANCE INDICATORS

The committee in considering the performance indicators agreed to set up two task groups to help improve performance in certain areas. One task group would meet on 17th June to look at ways to improve on the Housing Benefit and Council Tax Performance Indicators numbered 78(a) – time for processing new claims, 78(b) – time for processing change of circumstances and 78(c) - % renewal claims processed on time. The second task group would meet on 2nd July, 2003 to look at ways to improve on the Museum Performance Indicators numbered 170a – no visits/usages to museums per 1,000 population, 170b – no visits made in person per 1,000 and 170c - no pupils visiting museums and galleries in school groups. Both Task Groups would be reporting their findings to the next meeting of this committee.

AUDIT SERVICES AND HOW SERVICE PLANS WORK

The Head of Audit Services gave a presentation outlining the work of Audit Services and the effectiveness of the working arrangements both internally and with the Council's external auditors. In addition she explained how Best Value Service Plans are prepared and progressed.

BEST VALUE IMPROVEMENT PLAN FOR PLANNING AND BUILDING CONTROL SERVICES

The Committee discussed the progress made on implementing the Best Value Improvement Plan for Planning Services including Development Control and Planning Policy and Implementation. The Committee in noting the difficulties in meeting some of the target dates due to retention and recruitment of staff agreed to revise the timetable for some of the action points. The plan did not include Building Control Services because under the new internal structure this service would transfer to the Head of Environmental Health and would be reported to the Committee at its October meeting.

Councillor Mrs M. Hyams
Chairman of the Performance Management and Review Committee

26th June 2003

REPORT OF THE CHAIRMAN ON THE WORK OF THE PLANNING COMMITTEE

The Planning Committee has met twice since the previous report was prepared for the Council Meeting on 24 April 2003. This report therefore gives an overview of the key applications considered by the Planning Committee on 30 April and 28 May 2003. It also gives a brief update on other related matters. For the record I should like us to note that the Planning Committee on 30 April was of course chaired for the last time by my predecessor, Richard Smith-Ainsley, who I would wish to thank publicly for his excellent period as Chairman of the Planning Committee. The Committee on 28 May was my first meeting as the new Chairman of Planning.

The Planning Committee meeting on **30 April 2003** dealt with 11 items in total.

Public speaking took place on 5 of the items, with a total of 6 people taking the opportunity to address the Committee as part of the Council's public speaking arrangements plus 4 non-Committee Ward Members.

The most notable items on the agenda related to:-

- (a) The refusal of 33 flats at Station Garage, Shepperton on the grounds of lack of affordable housing within the scheme.
- (b) The approval of two detached houses in School Walk, Sunbury.
- (c) The approval of 9 no. two bed flats at first floor level above Fir Tree Place, Church Road, Ashford.
- (d) The raising of no objections to a consultation from London Borough of Hillingdon for 3 air cargo sheds adjacent to the Southern Perimeter Road at Heathrow.

The Planning Committee meeting on **28 May 2003** dealt with 7 items in total.

Public speaking took place on just 2 of the items with 2 people taking the opportunity to address the Committee on this occasion.

The most notable items on the agenda related to:

- (a) The refusal of 44 no. 2-bed retirement flats in Green Lane, Shepperton.
- (b) A scheme at Ashford Methodist Church (Clarendon Road) for a replacement church building plus 8 flats for affordable housing was deferred by the Committee.
- (c) The approval of a new "shop front" (plus extensions, internal alterations and fire escape) at The Angel Hotel, High Street, Staines.
- (d) The approval of 4 no. 1-bed flats in Cherry Orchard, Staines.

Other Matters of Interest

- (i) Performance figures for Development Control

The Government's Best Value Performance Indicator targets for processing planning applications are as follows:-

- (a) 60% of all “major” commercial/residential applications to be dealt with within 13 weeks
- (b) 65% of all “minor” commercial/residential applications to be dealt with within 8 weeks
- (c) 80% of all “other” applications to be dealt with within 8 weeks

This set of three targets was introduced for the first time in April 2002. Spelthorne’s performance for the first full year ie 2002/03 was as follows:-

‘Major’ applications	33%
‘Minor’ applications	50%
‘Other’ applications	84%

In the light of the new Scheme of Delegation that was agreed at the Planning Committee in March, combined with the additional resources approved by Executive (also in March), it is anticipated that the out-turn figures during 2003-04 will improve. In this respect it is already worth noting our performance for March and April was:-

	‘Major’	‘Minor’	‘Other’
March	-	65%	92%
April	100%	65%	92%
May	0%	84%	86%

Councillor John O’Hara
Chairman of the Planning Committee

26th June 2003

REPORT OF THE CHAIRMAN ON THE WORK OF THE LICENSING COMMITTEE

The Licensing Committee met on the 18th June, 2003 and considered the following items of business: -

Adoption Of Taxi And Private Hire Enforcement Policy And Operational Procedures

The committee considered and subject to some minor corrections and amendments adopted an enforcement policy and operational procedure in respect of the administration and enforcement of Taxi and Private Hire Licensing and amended the scheme of delegation to officers accordingly.

Variation To An Existing INTERMEDIATE Public Entertainment Licence

The Committee agreed to a request from the applicants Solicitors to defer the hearing for a variation to an existing Intermediate Public Entertainment Licence in respect of the Blue anchor, 13 – 15 High Street, Staines, until the next meeting of the committee.

Councillor Robin Sider
Chairman of the Licensing Committee

26th June 2003