

MINUTES OF THE COUNCIL MEETING HELD ON 21ST OCTOBER 2004

**AT THE MEETING OF THE SPELTHORNE BOROUGH COUNCIL HELD IN THE
COUNCIL CHAMBER, COUNCIL OFFICES, KNOWLE GREEN, STAINES ON
THURSDAY 21ST OCTOBER 2004 AT 7.30PM**

Ayers F	Grant Mrs D L	Pinkerton J D
Bain Ms M	Hirst A P	Ponton Mrs J E
Beardsmore I J	Hyams Mrs M	Sider R W
Ceaser G S	James P R	Spencer Mrs C L
Colison-Crawford R B	Leighton Mrs V J	Trussler G F (Mayor)
Culhane E K	O'Hara E	Turner D
Davies F (Leader)	Packman J D (Deputy Leader)	Weston Mrs P (Deputy Mayor)
Forsbrey G E	Paton J M	Wood-Dow J M

G F Trussler, Mayor, in the Chair

286/04 APOLOGIES

Apologies for absence were received from Councillors Mrs P.C. Amos, S. Bhadye, M.L. Bouquet, K. Chouhan, J.M. Fullbrook, H.R. Jaffer, M.J. Madams, I. Napper, Mrs J.M. Pinkerton, M.T. Royer, E.J. Searancke and C.V. Strong and Mr M. Litvak.

287/04 MINUTES

RESOLVED that the minutes of the Council meeting held on 22nd July 2004 be approved as a correct record.

288/04 DISCLOSURE OF INTERESTS

Councillor E.K. Culhane disclosed a personal interest in item 4 of Recommendations to the Executive on alterations to Policies H5 and H6 of the Spelthorne Borough Local Plan because he was one of the Council's representative on Apex Housing Association.

Councillor G.E. Forsbrey disclosed a personal interest in item 4 of Recommendations to the Executive on alterations to Policies H5 and H6 of the Spelthorne Borough Local Plan because he was one of the Council's representative on Apex Housing Association.

Councillor E. O'Hara disclosed a personal interest in item 9 of Recommendations to the Executive on Review of Services for Older People in Spelthorne – nomination of members to serve on the working group because his wife was in receipt of a small number of Council services relating to older people.

Councillor Mrs V. Leighton disclosed a personal interest in relation to the item about Police Community Support Officers – Parks, in the Report of the Leader on the work of the Executive, in view of her husband's employment with the Council as a PCSO.

289/04 ANNOUNCEMENTS BY THE MAYOR

Death of an Ex Councillor

The Mayor announced with regret the death of former Councillor G. Kaye a past Mayor and Alderman of the Borough. Members stood in silence as a tribute to his memory.

Staines Brass Band – Presentation

The Mayor presented a cup to Staines Brass Band which had been awarded to them for achieving third place in the National Brass Band Championships in Harrogate in September.

Mayors Events

The Mayor announced a Christmas musical event to be held on Saturday 11th December at St Michael's Church, Ashford at 7.30pm, featuring Surrey Youth Orchestra and Surrey Youth Wind Orchestra. Tickets were available from the Mayor's Secretary.

Spelthorne Design Awards

The Mayor, Councillor G.F. Trussler, presented the Spelthorne Design Awards for 2004 under various categories ranging from new commercial developments through to public art in development. The Awards scheme was in its tenth year and its purpose was to recognise good design in recently completed schemes and to encourage high standards of design in new schemes by highlighting recent achievements.

He extended his appreciation to the panel of judges for their hard work.

Once again, the award scheme had been run in conjunction with SCAN; the Spelthorne Committee for Access Now. This had enabled particular consideration to be given to the needs of those with a disability or movement difficulty in the design of new schemes of all types.

In addition a special competition had been run this year asking the public, via the Borough Bulletin, to vote for their favourite scheme from a shortlist of previous Design Award winners spanning the past 10 years.

This year 15 nominations were made for schemes that were completed in 2003-04. The judges decided that 13 schemes deserved an award. Some developments were nominated in more than one category. Three levels of award were made: Full Award, Highly Commended or Commended.

290/04 ANNOUNCEMENTS FROM THE LEADER

The Leader, Councillor F. Davies, announced that he would be stepping down as Leader of the Council in May, 2005. He explained that he had made this announcement now to allow sufficient time for a smooth transition for his succession. He also stated that he would not be standing again at the next Borough Elections in 2007.

291/04 THE COUNCIL'S MONITORING OFFICER

(a) Appointment of Mrs. Karen Whelan

RESOLVED that the appointment of Mrs. Karen Whelan as Monitoring Officer be confirmed.

(Mrs Whelan left the meeting during this item).

(b) Changes to the Constitution

RESOLVED to approve the revisions to the Council's Constitution as set out in Appendix 2 to the agenda.

292/04 LEISURE CENTRE MAINTENANCE

The Council considered a recommendation from the Executive on essential health and safety works required over the next two years at the Spelthorne and Sunbury Leisure Centres.

RESOLVED:

(1) To include health and safety work totalling £799,114 for Spelthorne and Sunbury Leisure Centres (including fees and contingencies) in the outline Capital Programme for 2005/2006.

(2) That leisure contractors be requested to prepare their tenders with options, including full repairs and maintenance, internal maintenance and with no maintenance, as detailed in the report of the Strategic Director (Community).

(3) That the Head of Asset Management Services continues to review the options detailed in the report of the Strategic Director (Community) and arranges for these to be reported on to the Executive at the time of the outcome of negotiations for the leisure centre contract.

(4) That the existing leisure centre contract be extended until September 2005.

293/04 THE SECOND LOCAL TRANSPORT PLAN 2006-2011 - CONSULTATION

The Council considered a recommendation from the Executive on proposals to ensure that all Members are given an opportunity to contribute to an initial Council response to the second Local Transport Plan (LTP2), as part of Surrey County Council's consultation process.

RESOLVED

(1) That the Council's formal response to Surrey County Council be to inform them that the Local Transport Plan [LTP2] should include the issues set out in paragraph 3.2 of the report of the Strategic Director (Community), in particular that Staines Town Centre Park and Ride facilities at Christmas and New Year should be extended to Sundays.

(2) That the response to SCC would also include any additional contributions to the LTP2, arising from the separate consultation with all Members of the Council.

294/04 CENTRAL RAILWAYS

The Council considered a recommendation from the Executive on recent developments regarding the Central Railways project.

RESOLVED

- (1) To confirm its opposition to the Central Railways project, in view of the adverse impact on the environment of the Borough.
- (2) That letters be sent to the relevant Government Minister and to David Wilshire MP setting out the Council's position and opposing a Hybrid Bill and the possible establishment of an all-party parliamentary group to support the Central Railways project scheme.

295/04 ALTERATIONS TO POLICIES H5 AND H6 OF THE SPELTHORNE BOROUGH LOCAL PLAN

The Council considered a recommendation from the Executive on the Council's proposed alterations to Policies H5 (dwelling sizes) and H6 (affordable housing) of the Borough Local Plan and appropriate responses to the Inspector's recommendations and the necessary actions to facilitate formal adoption of the policies.

RESOLVED

- (1) That Policies H5 and H6 and the supporting text (as proposed to be modified) be agreed and the relevant notices for adoption be published, subject to there being no unresolved objections to the modifications within the required statutory period.
- (2) That the amendments to the Supplementary Planning Guidance on Affordable Housing be adopted following the end of the six-week consultation period, subject to there being no unresolved objections.

296/04 DECRIMINALISED PARKING ENFORCEMENT [DPE] – NATIONAL PARKING ADJUDICATION SERVICE [NPAS] – APPOINTMENT OF MEMBER AND DEPUTY MEMBER REPRESENTATIVES

The Council considered a recommendation from the Executive for the Council to join the National Parking Adjudication Service [NPAS] Joint Committee and be represented on it, in order to comply with the requirements of the Decriminalised Parking Enforcement Regime.

RESOLVED:

- (1) That Councillors G.E. Forsbrey and Mrs M. Hyams be nominated by the Council to become the Member and the Deputy Member, respectively, to serve as the Council's representatives on the National Parking Adjudication Service [NPAS] Joint Committee.
- (2) That either the Head of Legal Services or the Principal Solicitor, as appropriate, be authorised to sign the legal agreement enabling the Council to join the Joint Committee and to discharge its appeal function to the National Parking Adjudication Service [NPAS] Joint Committee.

297/04 FREEDOM OF INFORMATION ACT 2000

The Council considered a recommendation from the Executive on the implementation of the Freedom of Information Act 2000 [FOI] by January 2005 and on the proposed Corporate Records Management Policy and the further requirements for implementation of Phase Three of the project.

RESOLVED to : -

- (1) Approve the current draft Corporate Policy Statement on Records Management as a starting point for the third stage of implementation of the overall project.
- (2) Request that the Head of Legal Services or Principal Solicitor and the Head of Customer and E-Government Services undertake a review of the Corporate Policy Statement, set out in Appendix 3 to the report, before full implementation of the legislation, to take into account any policy changes once more detailed guidance is available and when systems, procedures and best practice have been identified by the Project Team, and to report to the Management Team on the changes required before the end of December 2004.
- (3) Note the approval by the Management Team of the temporary appointment of a Records Manager at Scale M1 to assist with the implementation process in line with other systems currently being developed for information management for a period of at least 12 months, and thereafter subject to review. This post will be funded through salaries savings.
- (4) Approve a supplementary estimate [anticipated to be in the region of £14,000] for a further 20 days consultancy under the current consultancy arrangements with Steria for assisting with Comino file and contact management to enable them to include in this project the requirements for Freedom of Information [FOI]. The cost of this consultancy work is a one-off and will therefore not impact on the budget in future years.
- (5) Note the appointment by the Management Team of an officer-led Project Group to implement the third stage requirements of the FOI project to ensure the Council is compliant with the Act's requirements and to carry out the action points broadly set out in Appendix 2 to the report.
- (6) Approve training expenditure for Members and staff on the implications of FOI, at a cost of £4,500 for external training provision, and note that the Project Group would seek to fund this from the current training budgets.

298/04 NIGHT FLYING RESTRICTIONS AT HEATHROW, GATWICK AND STANSTED AIRPORTS

The Council considered a recommendation from the Executive on the Council's formal response to the Government's proposals relating to Night Flying Restrictions at Heathrow, Gatwick and Stansted Airports - Stage 1 Consultation document dated July 2004.

RESOLVED to

- (1) Approve the answers in Appendix 1 to the report for adoption as the Borough Council's formal response to the Government Consultation on Night Flying Restrictions at Heathrow, Gatwick and Stansted Airports.

(2) Approve any additional information which needs to be added to Appendix 1, being agreed by the Head of Environmental Health and Building Control Services, in consultation with the Portfolio Holder for Environment and Planning.

(3) Approve the Borough Council's formal response being sent to the DFT [Department for Transport] by the deadline date of 29 October 2004.

299/04 LEISURE CENTRE PROCUREMENT

The Council considered a recommendation from the Executive to agree procurement principles of the leisure centre procurement route.

RESOLVED: -

- (a) That the Council invite expressions of interest from private contractors and established Trusts.
- (b) That the Council would prefer all maintenance responsibilities to be within the final contract.
- (c) That Spelthorne Leisure Centre and Sunbury Leisure Centre are offered both jointly and separately for procurement.
- (d) That the length of contract should be 15 years with a joining option clause for extension for an additional 5 years.
- (e) That the Council invites development proposals as part of the tender evaluation.
- (f) That the specification meets the Council's social aims and objectives.
- (g) That the Officers evaluate the Council's best approach to offering a lease or licence to the successful contractor.
- (h) That a formal invitation to tender takes place in December 2004.

300/04 REVIEW OF SERVICES FOR OLDER PEOPLE IN SPELTHORNE - NOMINATION OF MEMBERS TO SERVE ON THE WORKING GROUP

The Council considered a recommendation from the Executive to nominate the Leader of the Council and the Portfolio Holder for Adult and Elderly Services as two Members to serve on the Working Group for Services for Older People in Spelthorne.

RESOLVED that the Leader of the Council [Councillor Frank Davies] and the Portfolio Holder for Adult and Elderly Services [Councillor John O'Hara] be appointed as the two Members to serve on the Working Group for Services for Older People in Spelthorne.

301/04 REPORT FROM THE LEADER OF THE COUNCIL

The Leader of the Council, Councillor F. Davies, presented his report which outlined the matters the Executive had dealt with since the last Council meeting.

302/04 IMPROVEMENT AND DEVELOPMENT COMMITTEE

The Chairman of the Improvement and Development Committee, Councillor A.P. Hirst, presented his report which outlined the matters the Committee had dealt with since the last Council meeting.

303/04 PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE

The Chairman of the Performance Management and Review Committee, Councillor F. Ayers, presented his report which outlined the matters the Committee had dealt with since the last Council meeting.

304/04 LICENSING COMMITTEE

The Chairman of the Licensing Committee, Councillor R.W. Sider, presented his report which outlined the matters the Licensing Committee had dealt with since the last Council meeting.

305/04 PLANNING COMMITTEE

The Chairman of the Planning Committee, Councillor G. Ceaser, presented his report which outlined the matters the Committee had dealt with since the last Council meeting and drew attention to the fact that Spelthorne had achieved the best performance in Surrey in determining planning applications.

306/04 APPOINTMENTS TO OUTSIDE BODIES

(a) Appointment of Representative Trustee – Staines Parochial Charity

RESOLVED that Mrs. Alice Duncan be re-appointed to serve as the Council's representative trustee on Staines Parochial Charity until 31 December 2008.

(b) Appointment of Representative Governor – Echelford Primary School

RESOLVED that Mr. Vic Drinkwater be re-appointed to serve as the Council's representative Governor at Echelford Primary School until 31 August 2008.