



**To:
All members of the
Council**

Please reply to:

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Date: 19 October 2023

Supplementary Agenda

Council - Thursday, 19 October 2023

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 2023:

12. Reports from the Committee Chairs

3 - 8

To receive and agree the reports from the Committee Chairs.

Yours sincerely

Karen Wyeth
Committee Services

To the members of the Council

Councillors:

D. Saliagopoulos (Mayor)
E. Baldock
M. Arnold
M.M. Attewell
C. Bateson
S.N. Beatty
M. Beecher

J.R. Boughtflower
J. Button
J. Caplin
R. Chandler
D. Clarke
J.T.F. Doran
S.M. Doran

M. Gibson
K.M. Grant
S. Gyawali
K. Howkins
N. Islam
A. Mathur
L. E. Nichols

Spelthorne Borough Council, Council Offices, Knowle Green

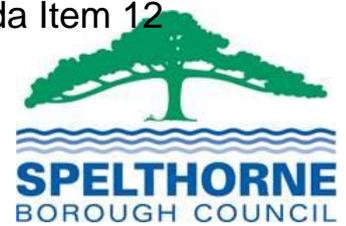
Staines-upon-Thames TW18 1XB

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S. Bhadye
M. Bing Dong
H. Boparai
L. Brennan
M. Buck
T. Burrell

S.A. Dunn
H.R.D. Williams
M. Lee
R. Geach
D. Geraci
A. Gale

K. Rutherford
O. Rybinski
J.R. Sexton
J. Turner
B. Weerasinghe
Woodward



Administrative Committee

Decisions taken at the meeting held on Thursday, 12 October 2023.

Meeting Time:

7.00 pm

Meeting Venue:

Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

PRESENT: Councillor Simon Bhadye (Chair), Councillor Lawrence Nichols (Vice-Chair), Councillor Michelle Arnold, Councillor Elizabeth Baldock, Councillor Malcolm Beecher, Councillor Lisa Brennan, Councillor Jolyon Caplin, Councillor Rebecca Geach, Councillor John Turner and Councillor Buddhi Weerasinghe

4. ANNUAL REPORT ON COMPLAINTS

The Committee **resolved** to endorse the Annual Report on Complaints for 2022-2023.

5. APPOINTMENT OF CHARITY TRUSTEES - LALEHAM CHARITIES VILLAGE HALL AND RECREATION GROUND

The Committee **resolved** to appoint David (Dominic) O'Malley as a representative trustee to Laleham Village Hall and Recreation Ground for a period of four years.

6. APPOINTMENT OF CHARITY TRUSTEES - STAINES PAROCHIAL CHARITY

The Committee **resolved** to appoint Mrs Jean Pinkerton OBE as a representative trustee to Staines Parochial Charity for a period of four years.

7. APPOINTMENTS TO OUTSIDE BODIES 23-24

The Committee **resolved** to appoint Councillor Karen Howkins as a representative to the Surrey Environment Partnership for the remainder of the municipal year.

8. REVIEW OF CHARITY APPOINTMENTS PROCESS

The Committee **resolved** to note the implemented process for charity appointments.

NOTES:-

- (1) *Members are reminded that the "call-in" procedure as set out in Part 4b of the Constitution, shall not apply to the following matters:*
- (a) *Urgent decisions as defined in Paragraph 9. of the Call-in Scrutiny Procedure Rules;*
 - (b) *Decisions to award a contract following a lawful procurement process;*
 - (c) *Those decisions:*
 - i. *reserved to full Council*
 - ii. *on regulatory matters*

iii. on member conduct issues.

- (2) *Those matters to which Note (1) applies, if any, are identified with an asterisk [*] in the above Minutes.*
- (3) *Within three working days of the date on which this decision is published, not less than three members from two or more political groups by submission of the standard call-in pro-forma, may ask for that decision to be referred to a meeting of the Administrative Committee for review (call-in). The completed pro-forma must be received by the Proper Officer by 5pm three working days after publication of the decision.*
- (4) *The members exercising the right of call-in must not be members of the Committee which considered the matter.*
- (5) *When calling in a decision for review the members doing so must demonstrate the following exceptional circumstances:*
 - a. *Evidence which suggests that the decision maker, did not take the decision in accordance with the principles set out in Article 11 (Decision Making); or*
 - b. *Evidence that the decision fails to support one or more of the Council's Corporate Plan priorities to the detriment of the majority of the Borough's residents; or*
 - c. *Evidence that explicit Council Policy or legal requirements were disregarded.*
- (6) *Once the request for 'call-in' has been deemed valid by the Monitoring Officer the matter will be suspended until the call-in procedure has been exhausted.*
- (7) *The Chief Executive, in consultation with the relevant officer, will determine if the interests of the Council or Borough would be prejudiced by a delay in implementing a decision such that the call-in cannot wait until the next ordinary meeting of the Administrative Committee.*
- (8) *Where the call-in cannot wait until the next ordinary meeting, the Monitoring Officer will arrange an extraordinary meeting of the Administrative Committee to review the decision subject to call-in at the earliest possible opportunity.*
- (9) *In exceptional cases, where there is clear evidence that a delay to the implementation of a decision would lead to a specific and significant financial or reputational harm to the Council, a call-in request may be refused by the Chief Executive following consultation with the Chair and Vice-Chair of Administrative Committee.*
- (10) *In reviewing a matter referred to it under the call-in scrutiny procedure rules, the Administrative Committee shall follow the procedure for dealing with call-in scrutiny at its meetings as set out in Part 4b of the Constitution.*
- (11) *The deadline of three working days for "call in" in relation to the above decisions by the Committee is the close of business on 18 October 2023.*

Report of the Chairman on the Work of the Planning Committee

This report gives an overview of the key items considered by the Committee at its meetings on 26 July 2023, 23 August 2023, and 20 September 2023.

1. Planning Committee Meeting- 26 July 2023

1.1 The Committee considered four reports.

1.2 Application No. 23/00517/FUL Buildings 3, 4, 6, 11, 15 & 17, Littleton Lane, Trading Estate, Shepperton TW17 0NF- This application was for the use of Building 3 for the storage of equipment and materials ancillary to vehicle body repairs, Building 4 for the storage of plant and equipment for groundworks / civils, Building 6 for the storage of plant and equipment for groundworks / civils, Building 11 for general storage, Building 15 for the manufacture of exhibition equipment and Building 17 as a cafe, for a temporary period ending 01 May 2026.

1.3 The application was **approved**.

1.4 Application No. 23/00518/FUL Area B, Buildings 12 and 19, Littleton Lane Trading Estate, Shepperton TW17 0NF- This application was for the use of Area B for the storage of shipping containers, building 12 for general storage, and Building 19 for manufacture of safety case for camera equipment, manufacture of timber/wood products, van export, motor vehicle repair and restoration, vehicle radiator repair and exhibition furniture production.

1.5 The application was **approved**.

1.6 Application No. 22/01666/FUL Land at Ashford Road, Ashford Road, Shepperton TW15 1TZ- This application was for the demolition of existing buildings/structures including Ash House and Oak House in Littleton Road and redevelopment of the site with the erection of two buildings subdivided into seven units for speculative B2 general industrial, B8 storage and distribution, and E(g)(iii) light industrial purposes with ancillary offices, together with associated car parking servicing and landscape planting.

1.7 The application was **refused**

1.8 Application No. 23/00557/SCC Sunbury Fire Station, Staines Road West, Sunbury-on-Thames TW16 7BG- This was a Surrey County Council consultation for the redevelopment of the former Sunbury Fire Station site for a mixed-use hub building incorporating Class E (Commercial, business and service) and Class F1 (Learning and non-residential) uses including library plus 12 no. supported independent living units (use class C3). (SCC Consultation reference: 2023-0051)

1.9 **Resolved** to inform Surrey County Council that this Council has NO OBJECTION to this application.

2. Planning Committee Meeting- 23 August 2023

2.1 The Committee considered three reports.

2.2 Application No. 22/01615/OUT Bugle Nurseries, Upper Halliford Road, Shepperton TW17 8SN- This was an outline application with approval sought for scale, access and siting, with details of layout, appearance and landscaping reserved, for the demolition of existing buildings and structures, removal of waste transfer facility and the redevelopment of the site for up to 80 residential units and the provision of open space and a play area, plus associated works for landscaping, parking areas, pedestrian, cycle and vehicular routes.

2.3 The application would have been **refused** had the Council been able to formally determine it. The reasons for refusal will form the basis of the Council's case at Planning Appeal.

2.4 Application No. 23/00058/FUL, Vacant Land adjacent to the White House, Kingston Road, Ashford, TW15 3SE- This application was for the erection of a residential block for 17 residential units, with associated parking, servicing, and landscaping/amenity provision.

2.5 The application was **overturned** and **refused**.

2.6 Application No. 23/00799/HOU 41 Windsor Road, Sunbury on Thames TW16 7QY- This application was for the erection of a single storey side and rear extension.

2.7 The application was **approved**.

3. Planning Committee Meeting- 20 September 2023

3.1 The Planning Committee considered one report.

3.2 Application No. 01/00018/FUL Wheatsheaf Park, Wheatsheaf Lane, Staines-upon-Thames, TW18 2PD – This was an application to enter into a Deed of Variation (DoV) to the Agreement dated 12 September 2001 made under Section 106 of the Town and Country Planning Act 1990, relating to Land at Staines Town Football Club, Wheatsheaf Lane, Staines, Middlesex, under Planning Application PA/01/0018 ('the Section 106 Agreement').

3.3 The motion to enter into a deed of variation was **refused**.

4. Planning Committee Meeting- 18 October 2023

4.1 The Planning Committee considered one report.

4.2 Application No. 23/00121/OUT Land East of Vicarage Road, Sunbury-on-Thames, TW16 7LB – This was a hybrid planning application for an Integrated Retirement Community to consist of:
a) Full planning application incorporating 38 extra care and 28 close care units (Use Class C2) with an on-site village centre to include a medical facility. Means of access off Vicarage Road, associated infrastructure, landscape buffer and open space. b) Outline Planning application for a care home (Up to 60 beds) and up to 68 extra care units (Use Class C2) landscaping and open space, parking, infrastructure and internal access roads (all matters reserved).

4.3 The application was **refused**.

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