



**Spelthorne  
Borough Council**

Council Meeting  
Thursday, 19 July 2018





11 July 2018

*Please reply to:*

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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, 19 July 2018** 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.**

## AGENDA

Description	Page nos.
<b>1. Apologies for absence</b> To receive any apologies for non-attendance.	
<b>2. Minutes</b> To confirm as a correct record the minutes of the Council meeting held on 17 May 2018.	9 - 14
<b>3. Disclosures of Interest</b> To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for Members.	
<b>4. Announcements from the Mayor</b> To receive any announcements from the Mayor.	
<b>5. Announcements from the Leader</b> To receive any announcements from the Leader.	
<b>6. Announcements from the Chief Executive</b> To receive any announcements from the Chief Executive.	
<b>7. Questions from members of the public</b> The Leader, or his nominee, to answer any questions raised by members of the public in accordance with Standing Order 14.	

*Note: the deadline for questions to be considered at this meeting is 12 noon on Thursday 12 July 2018.*

Two questions have been received to date from Caroline Nichols of Sunbury.

### **Question 1. Plastic waste in the local environment**

I walk regularly along the narrow 'green lung' in Lower Sunbury that links Harfield Road at the Kempton end of the route to Squires Garden Centre in Halliford. Plastic waste of all shapes and sizes is strewn along the entire length; it is particularly troubling to see the quantity of plastic trapped in the hedgerows around Sivyers Lake and Vicarage Farm. It is also worrying to witness tiny pieces of plastic material dropping into the drains around the local roads – presumably to end up in the Thames and the North Sea.

The problem of plastic waste in the environment is now so serious that UK citizens are reacting to the disturbing ocean scenes in David Attenborough's Blue Planet 2 series on BBC 1 which reportedly reached 37m viewers.

Is it now time for the Council to engage with its residents and co-ordinate a mass participation clean-up programme in the Borough? How is the Council responding to the initiatives in the BBC's national Plastics Watch campaign?

### **Question 2. Sunbury Adult Education Centre**

It is being mooted that Surrey's Adult Education Centre in Sunbury, the last of its type in the Borough, will be sacrificed in the bid to meet housing targets.

What is Spelthorne Borough Council's position on this proposal? Is Spelthorne Council aware that the centre provides an essential function as a source of relaxation, wellbeing and self-improvement for different social groups, including the increasing number of carers who are looking after young, disabled or elderly relatives for whom engagement in classes represents a valuable respite activity? What does Spelthorne Council see as its role in respect to users of the centre and will it be lobbying on their behalf for the Centre's retention?

## **8. Petitions**

To receive any petitions from members of the public.

## **9. Appointment of Electoral Registration Officer and Returning Officer functions**

To consider the report of the Head of Corporate Governance. 15 - 16

## **10. Recommendations of the Cabinet**

To consider the recommendations of the Cabinet on the following items from its meetings held on 20 June 2018 [attached – a) and b) refers] and 18 July 2018 [to follow – c) to g) refers]. 17 - 18

- a) Spelthorne Pay Supplement
- b) Thameside House Construction Budget approval
- c) Supplementary Capital Programme Provision for Asset Acquisitions
- d) Proposal for future terms and conditions
- e) Members' Allowances Scheme 2018-2019
- f) White House construction advisors and design team
- g) Acquisition of Property O

- 11. Report from the Leader of the Council**  
 To receive the report from the Leader of the Council on the work of the Cabinet at its meetings held on 20 June 2018 (attached) and 18 July 2018 (to follow). 19 - 20
- 12. Report from the Chairman of the Overview and Scrutiny Committee**  
 To receive the report from the Chairman of the Overview and Scrutiny Committee on the work of her Committee. To Follow
- 13. 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

**14. Motions**

To receive any motions from Councillors in accordance with Standing Order 19.

*Note: The deadline for motions to be considered at this meeting was Monday 9 July 2018 and none were received.*

**15. Questions on Ward Issues**

The Leader, or his nominee, to answer questions from Councillors on issues in their Wards, in accordance with Standing Order 15.

*Note: the deadline for questions to be considered at this meeting is 12 noon on Thursday 12 July 2018.*

One Ward Issue question has been received to date from Councillor R.W. Sider BEM:

Shepperton Town Ward has once more suffered what can only be described as an unwanted encampment of Travellers at the Greeno Centre Recreation Ground, Manor Park and Lower Halliford Green. In the light of this, the local community has suffered not only a high degree of anguish and fear, but instances of wanton vandalism, theft, and a total disregard of council property. In leaving these areas, the council has since been engaged with removing large amounts of general rubbish and litter, disinfecting areas where bushes had been used as toilets, and arranging for repairs to council property to prevent further access. That said, will the Leader and members of all parties of this Council note that in 2017 the cost of dealing with matters such as I have described was in the sum of £50,665. And will they now join me in condemning these intrusions on our community, and congratulate the Group Head of Neighbourhood Services and her team, and those involved with the administration and legal aspects of removing these incumbents, for a job well done, for which those I represent are extremely grateful, and for which such duties were often carried out under duress?

## **16. General questions**

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

*Note: the deadline for questions to be considered at this meeting is 12 noon on Thursday 12 July 2018.*

Two general questions have been received to date from Councillors S.A. Dunn and A.E. Friday.

### **Question from Councillor Dunn:**

The Spelthorne Borough signs proudly proclaim that Spelthorne is twinned with Melun. The Council website states that Spelthorne wishes to develop closer links with Melun. What steps are currently being taken to achieve this aim and which schools, clubs & associations, in the borough, are already twinned with corresponding ones in Melun?

### **Question from Councillor Friday:**

As a member of the Members' Development Steering Group it has been disappointing to note the lack of interest shown by some members of this Council to the training seminars offered to them. Does the Leader agree with me that it is important for councillors to attend the training courses provided in order that they can effectively serve the people they represent?

Two further questions were received by the deadline from Councillors R.A. Smith-Ainsley and I.J. Beardsmore.

### **Question from Councillor Smith-Ainsley:**

Those in the Chamber will recall that the borough was recently subjected to a large unlawful encampment of Travellers. Their encampments caused significant harm to several parks including Ashford Recreation Ground, Manor Park, Greenfield Park, Littleton recreation ground, Lower Halliford Green, Cedars Recreation Ground and Shepperton Recreation Ground. Jackie Taylor and her JET team worked tirelessly to try to protect our parks, successfully blocking off entrances to Laleham Park. The conditions they worked in were very difficult and often intimidating, sometimes without assistance from other public bodies.

Would the Leader agree with me that this the work of these officers is another example of 'Spelthorne Means Business' and the whole team deserve the appreciation and thanks of this Council and the residents of Spelthorne?

### **Question from Councillor Ian Beardsmore:**

Across the board every member in this Chamber is worried at the threat to our Green Belt from the proposed numbers of new houses we are expected to build. Much of this extra burden has been inflicted on us by

central government guidelines and methodology. So far our MP has said nothing on this. Will the leader write to him on behalf of all of us expressing our deep concern about it and requesting he raises this issue with government as a matter of the greatest urgency with the aim of finding a solution to the problem?

**17. Appointment of a representative Trustee**

**Staines Parochial Charity**

1. To consider the re-appointment of Mrs Denise Turner-Stewart, as a representative Trustee to the Staines Parochial Charity for a further 4 year term until April 2022.
2. To consider the appointment of Mr Nick Wood-Dow, as a representative Trustee to the Staines Parochial Charity for a 4 year term until July 2022.



**MINUTES OF THE SPELTHORNE BOROUGH COUNCIL**

**Minutes of the Annual Council Meeting of Spelthorne Borough Council  
held in the Council Chamber, Council Offices, Knowle Green, Staines-  
upon-Thames on Thursday, 17 May 2018 at 7.30 pm**

**Present:**

Councillors:

M.M. Attewell	Q.R. Edgington	A.J. Mitchell
C. Barnard	T.J.M. Evans	S.C. Mooney
R.O. Barratt	K. Flurry	J.M. Pinkerton OBE
I.J. Beardsmore	M.P.C. Francis	O. Rybinski
J.R. Boughtflower	A.E. Friday	R.W. Sider BEM
S.J. Burkmar	N.J. Gething	R.A. Smith-Ainsley
S. Capes	A.L. Griffiths	B.B. Spoor
R. Chandler	A.C. Harman	H.A. Thomson
C.A. Davis	I.T.E. Harvey	H.R.D. Williams
S.M. Doran	A.T. Jones	
S.A. Dunn	M.J. Madams	

**Apologies:** Councillors P.C. Edgington, J.G. Kavanagh, D. Patel,  
D. Saliagopoulos and J.R. Sexton

Councillor V.J. Leighton, The Mayor, in the Chair

**126/18 Minute's Silence for the late Fred Smith, Honorary Freeman**

The Mayor invited those present to stand and join her in a minute's silence as a mark of respect for the late Fred Smith, Honorary Freeman, who passed away on 24 April 2018.

**127/18 Election of the Mayor**

The retiring Mayor, Councillor Vivienne Leighton, welcomed all members and guests to the Annual Meeting of the Council. She thanked the officers of the Council and the Mayor's secretary, Mrs Sheila Kimpton, for their hard work and support during her Mayoral year.

Councillor Vivienne Leighton reported on her year as Mayor and the many enjoyable and entertaining events she had attended which had raised over

£30,000 for her chosen charities. Reflecting upon her year in office, she spoke of opportunities taken to showcase the borough; including consent for the Queen's row barge 'Gloriana' to lead her River Day, and thanked the Staines Business Improvement District for securing funding for the use of the Royal row barge 'Gloriana' at the next Staines-upon-Thames day.

Councillor Leighton also spoke of events she had attended to support local community organisations and of how proud and encouraged she was by the rich support given by volunteers in Spelthorne who selflessly gave their time to make life better for others. Councillor Leighton particularly wanted to acknowledge children who are the carers in their family and had held a special award ceremony for them in the Council Chamber which she hoped would be continued.

Councillor Leighton gave special thanks to her husband for his endless support and wished the new Mayor and Mayor's Consort happiness and success in the coming year.

It was moved by Councillor A.E. Friday and seconded by Councillor J. Boughtflower and

**Resolved** that Councillor Jean Marion Pinkerton be appointed Mayor for the Municipal Year 2018-2019.

A short adjournment took place to hand over the robes and badge of Office to the new Mayor during which a performance of 'One' by Marvin Hamlisch was provided by singers from Staines Musical Theatre Group.

Councillor Jean Marion Pinkerton made the Declaration of Acceptance of Office as Mayor of the Borough of Spelthorne and took the Chair. She thanked her proposer and seconder and the Council for supporting her in her election as Mayor. She presented Councillor Vivienne Leighton with the past Mayor's badge and a scrapbook commemorating her time in office.

The outgoing Mayor's Consort, Mr Chris Leighton presented the Mayor's Consort badge to the new Mayor's Consort, Mrs Linda Burton, and she in turn presented Mr Chris Leighton with a past Mayor's Consort badge.

During her term as Mayor, Councillor Pinkerton announced that she will be supporting the following charities:

- The Penrose Club which supports adults with special needs
- Shopmobility which not only supports residents but also visitors to the borough
- Rentstart - a charity to assist with housing needs and a link to the Mayor's former Housing portfolio
- East to West – an organisation which assists students with a variety of problems on a 1 to 1 basis. All Spelthorne Secondary schools have a service level agreement with this charity and rate their support highly.

The Mayor announced her theme for the year, "Spelthorne is Special", to raise awareness of all the very positive aspects of the borough and the many talents within it. She was organising a young people's project called "What is special about Spelthorne?" for the summer holidays and hoped families would get involved and discover just how special our borough is.

The Mayor said she was looking forward to working with Linda, her Consort, Mary and Andrew as Deputy Mayor and Consort and Sheila as Mayor's secretary to form "Mayoral team Spelthorne". She promised to do her best to carry out the role with integrity and be a good ambassador for the borough.

The Mayor announced that she had appointed a Chaplain for her Mayoral Year, the Reverend Michael Burley, Rector of St. Peter's Church, Staines. The Mayor presented Reverend Burley with the Chaplain's badge.

### **128/18 Minutes**

The minutes of the Council meeting held on 26 April 2018 were agreed as a correct record.

### **129/18 Election of the Deputy Mayor**

It was moved by Councillor A.C. Harman and seconded by Councillor S. Mooney that Councillor M.J. Madams be appointed Deputy Mayor for the Municipal Year 2018-2019.

**Resolved** that Councillor M.J. Madams be appointed Deputy Mayor for the Municipal Year 2018-2019.

Councillor Mary Jacqueline Madams made the Declaration of Acceptance of Office as Deputy Mayor of the Borough of Spelthorne.

The Mayor's Consort, Mrs Linda Burton, presented the Deputy Mayor's Consort Badge to the Deputy Mayor's Consort, Mr Andrew Hopgood.

The Deputy Mayor, Councillor Mary Madams, briefly addressed the Council and thanked her proposer and seconder for their support. She said it was a great honour to be elected as Deputy Mayor and she looked forward to providing support to the Mayor in her Mayoral year.

### **130/18 Disclosures of Interest**

There were no disclosures of interest.

### **131/18 Announcements from the Mayor**

The Mayor announced that a list of her forthcoming events, to which all were invited, had been circulated with the Order of Proceedings.

Upcoming events were:

Sunday 3 June - Civic Service, St Peter's Church at 2pm  
Wednesday, 6 June - Italian Night, Bella Napoli at 7pm  
Monday, 18 June - Papa India Memorial Service  
Monday, 25 June - Flag Raising for Armed Forces Day at 10am  
Saturday, 30 June - Mayor's River Day, Thames Lodge at 10am  
Sunday, 8 July - River Trip and Cream Tea  
Monday, 16 July - Walled Garden Coffee Morning

### **132/18 Announcements from the Leader**

The Leader congratulated the new Mayor and Deputy Mayor on their election saying that they would make an excellent team and be outstanding ambassadors for Spelthorne. On behalf of the Council he wished them both a thoroughly enjoyable year.

He thanked the outgoing Mayor Councillor Leighton and her consort Chris Leighton for their sterling service this year. He said Councillor Leighton had worked tirelessly during her year and raised over £30,000 for her Mayors' Charities. He announced that Councillor Leighton would now become the Council's River Thames Champion, with a remit to enhance the role of the Thames in the life of Spelthorne. He also thanked the Mayor's Secretary, Sheila Kimpton, for all her hard work this year.

He congratulated the Principal Committee Manager, Gill Scott (formerly Hobbs) on her marriage to John Scott and, on behalf of the Council, wished them a very happy future together.

The Leader then made the following announcements:

- The Duchess of Gloucester opened the new Nursery at Springfield School in Sunbury this week.
- He and his wife had attended the installation of the Right Rev and Right Honourable Dame Sarah Mullally, the first female Bishop of London, at St Paul's Cathedral.
- Freeman of the Borough Colin Squire was attending an investiture at Buckingham Palace on 18 May to receive his OBE for services to the community. Mr Squire had kindly agreed to become one of the Mayor's Charity Trustees, replacing Gerry Ceaser, whose memorial service was held on Friday 11 May.
- 17 May marks the 75<sup>th</sup> anniversary of the famous wartime Dambusters raid when two German dams were destroyed.
- Spelthorne would be hosting representatives from our twin town of Grand Port in Mauritius, later in June.
- Next week marks 30 years of our very successful Greeno Centre in Shepperton. As a testament to its success, and to assist in creating much needed extra space, we are about to invest in the region of

£60,000 in a new conservatory. He congratulated the management team and will be joining them to celebrate next week.

- He reminded everyone of a major community event, JOY, taking place at Kempton Park on Sunday 17 June, when a group of local churches are seeking to feed 5,000. It is a free event with music and entertainment and starts at 10am.
- The Council had recently announced plans to build a new 'flagship' leisure facility in Staines which would offer a modern design and meet the high expectations of our residents well into the future. Public consultations would shortly commence. The current centre would remain open while the new one was being built to ensure continuity of service.
- The Council is currently consulting on a new Local Plan which will set out how much development is needed in the Borough over the next 15 years. The consultation paper sets out the key issues affecting Spelthorne to 2035 and the options the Council will consider in order to meet the Borough's needs. Evening presentations are being held at the Council offices on 21 and 24 May and informal information events are also being held around the Borough for residents to speak with staff. Following the consultation, which ends on 25 June, the Council will draft the new Local Plan before carrying out two further consultations. The Plan will then be submitted to the Secretary of State who will confirm if it can be recommended for adoption. He expected this process to be completed by September 2020.
- The Council is calling on Heathrow to broaden the compensation scheme which will be applied if expansion at Heathrow goes ahead, to include the whole of Stanwell Moor and large parts of Stanwell.
- Following a tender process, a 48% saving has been achieved on the cost of the Council's insurance cover, resulting in an annual saving of over £162,000.
- A Landlord networking forum was held at Shepperton Studios on 8 May to build links with local landlords and raise awareness of the Council's Rent Assure Scheme which guarantees rents for landlords who let their properties through the Council. Following the launch 2 years ago there are now 36 properties using this scheme, to benefit local families.

### **133/18 Committees 2018-2019**

Details of the Committees and their size and the political allocation of seats (Appendix A) were circulated on the agenda for the meeting. The members to serve on the various Committees (Appendix B) were circulated at the meeting on the supplementary agenda.

It was moved by Councillor I.T.E. Harvey and seconded by Councillor A.C. Harman and

**Resolved** that:

- a) The appointment of the Committees shown at Agenda Item 9 of the size indicated and with the terms of reference and functions set out in Part 3 of the Council's Constitution.
- b) The allocation of seats as shown on revised Appendix A.
- c) The Councillors to serve on Committees as shown on revised Appendix B.
- d) That Mr. Murray Litvak be appointed as Chairman of the Members' Code of Conduct Committee.

**134/18 Appointment by the Council to Outside Bodies**

**South West Middlesex Crematorium Board**

It was moved by Councillor I.T.E. Harvey and seconded by Councillor A.C. Harman and

**Resolved** that Councillors D. Patel and R. Chandler be appointed as the Council's representative and deputy representative respectively on the South West Middlesex Crematorium Board.

**Surrey Police and Crime Panel**

It was moved by Councillor I.T.E. Harvey and seconded by Councillor A.C. Harman and

**Resolved** that Councillor N. Gething be appointed as the Council's representative on the Surrey Police and Crime Panel.

**Council****19 July 2018**

<b>Title</b>	Appointment of Electoral Registration Officer and Returning Officer functions		
<b>Purpose of the report</b>	To make a decision		
<b>Report Author</b>	Michael Graham		
<b>Cabinet Member</b>	Councillor Ian Harvey	<b>Confidential</b>	No
<b>Corporate Priority</b>	This item is not in the current list of Corporate priorities but still requires a Council decision.		
<b>Recommendations</b>	Council is recommended to agree: To appoint Daniel Charles Mouawad (Chief Executive) as Electoral Registration Officer and Returning Officer with effect from 8 September 2018.		
<b>Reason for Recommendation</b>	To ensure that the Council has an officer to undertake these proper officer functions.		

**1. Key issues**

- 1.1 At the extraordinary Council meeting held on 21 August 2017 Council agreed to appoint Michael Graham (Head of Corporate Governance) as interim Electoral Registration Officer and Returning Officer for one year until 8 September 2018.
- 1.2 The Proper Officer in the Constitution for the purposes of the following statutory provisions is the Chief Executive:  
Representation of the People Act 1983 (the Act)
  - (a) Section 24 –the Returning Officer (Parliamentary Elections)
  - (b) Section 35 –the Returning Officer (Local Elections)
  - (c) Section 67 – receive and publish notice of appointment of election agent.
- 1.3 This means that by default, the Chief Executive, Daniel Charles Mouawad, will fulfil these roles from 9 September 2018.
- 1.4 However, the appointment of an officer to fulfil the role required under Section 8 of the Act to be the Electoral Registration Officer, needs to be made by Council.
- 1.5 The interim arrangement was designed to enable the Chief Executive to prepare for the role. He has done so by having: shadowed a Chief Executive returning officer in a by-election, undertaken the annual SOLACE returning

officer training and been an observer at polling stations in the recent Woking by-election. It is therefore now proposed that Daniel Charles Mouawad be appointed to the position of Electoral Registration Officer and Returning officer.

**2. Options analysis and proposal**

- 2.1 The alternative to appointing the Chief Executive to the role of Registration Officer is to continue with the interim arrangement previously agreed and re-appoint Michael Graham for a further period of time.

**3. Financial implications**

- 3.1 The Chief Executive receives no additional remuneration for these roles although the role of Returning Officer does attract different fees at each election.
- 3.2 An acting up allowance payable to the Head of Corporate Governance will cease if the recommendation is agreed.

**4. Other considerations**

- 4.1 There are none.

**Background papers: There are none**

**Appendices: There are none**



## **Recommendations of the Cabinet**

### **Meeting held on 20 June 2018**

#### **1. Spelthorne Pay Supplement**

1.1 Cabinet considered a report proposing a pay supplement of 0.5% to all posts on National Joint Council terms and conditions. This supplement is in addition to the national pay award of 2%. It was also recommended that a total pay award of 2.5% be made to posts of Chief Officer (JNC) and Chief Executive (CX) terms and conditions; this to be inclusive of any national pay award still to be agreed.

#### **1.2 Cabinet recommends that Council agrees:**

1. that the pay supplement of 0.5% is awarded to all posts on NJC terms and condition; and
2. a pay award of 2.5% is awarded to posts on Chief Officer and Chief Executive terms and conditions, to be inclusive of any national pay award still to be agreed.

#### **2. Thameside House Construction Advisers and Design Team**

2.1 Cabinet considered an exempt report on the provision of a design team for the redevelopment of Thameside House. Cabinet agreed to: authorise the Head of Corporate Governance to enter into legal documentation as necessary to implement the project, and to delegate the appointment of the advisers and design team to the Group Head of Regeneration and Growth in consultation with the portfolio holder.

2.2 **Cabinet recommends that Council approves** the capital expenditure budget of £3.75m for the design phase of the project for the redevelopment of Thameside House for 2018/19 - 2019/20.

**Councillor Ian Harvey**  
*Leader of the Council*

**19 July 2018**

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

### **Meeting held on 20 June 2018**

This is my report as the Leader of the Council on the work of the Cabinet. It is an overview of the main business considered by the Cabinet at its meeting on 20 June 2018. We also considered reports on Spelthorne Pay Supplement and Thameside House construction advisors and design team, but these are recommendations to Council and therefore have already been considered at item 10 on the agenda.

#### **1. 2017/18 Provisional Capital Outturn Report**

- 1.1 We considered a report on the provisional capital outturn spend for 2017/18. The majority of the underspend related to the acquisition of assets project, due to the availability of suitable properties to purchase and the length of time it can take to complete those transactions. It was proposed that the majority of that under spend was carried forward to 2018/19.
- 1.2 We agreed to note the report and approve the capital carry forward of £21,564.170.

#### **2. 2017/18 Provisional Revenue Outturn Report**

- 2.1 We considered a report on the provisional revenue outturn for 2017/18.
- 2.2 We agreed to note the provisional revenue outturn for 2017/18 and approve the revenue carry forward of £711,384.

#### **3. Replacement of Spelthorne Leisure Centre – Consultation 1**

- 3.1 We considered a report on proposals to consult with the borough's residents, businesses and other stakeholders about the proposed site and suggested facilities for the new replacement leisure centre.
- 3.2 We agreed to;
  1. Approve the proposals to consult on the proposed site and the draft facilities mix
  2. Authorise myself, as Chair of the Leisure Centre Development Working Group, to consider the results of the consultation and decide on the business case for any amendments to the proposals.

**4. Consultation response on unauthorised development and encampments**

- 4.1 Cabinet noted the letter sent to the Minister of State for Housing in response to a consultation on powers for dealing with unauthorised development and encampments.
- 4.2 Portfolio holders had been consulted on the draft letter.

**5. Appointments to Outside Bodies and Working Groups**

- 5.1 Cabinet approved a list of proposed appointments of representatives to Outside Bodies and Working Groups for 2018/19.

**6. Decision on award of contract for the provision of Emergency Planning, Business Continuity and Counter Terrorism**

- 6.1 We considered an exempt report on the joint tender procurement process with Runnymede Borough Council for this contract.
- 6.2 We agreed to approve delegation of authority for the award of the Emergency Planning, Business Continuity and Counter Terrorism contract to Deputy Chief Executive Lee O'Neil in consultation with the appropriate portfolio holder.

**7. Heathrow Consultation – Potential Resourcing Requirements**

- 7.1 We considered an exempt report on potential resourcing requirements for the Heathrow expansion process.
- 7.2 We noted the level of resource required to engage fully in the Heathrow expansion process and agreed that we should secure an agreement from Heathrow Airport Limited that they will pay for these costs.

**Councillor Ian Harvey**  
*Leader of the Council*

**19 July 2018**

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

The Planning Committee has met on three 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 2 May, 30 May and 27 June 2018.

### **1. Planning Committee – 2 May 2018**

- 1.1 The meeting on the 2<sup>nd</sup> May dealt with four planning applications, one having been withdrawn prior to the meeting, and two consultations from Surrey County Council relating to Shepperton Quarry. Public speaking took place on three items and three Ward Councillors also spoke.
- 1.2 Planning Application 17/01923/FUL sought planning consent for the redevelopment of Phase 1B of the Charter Square development, High Street, Staines-upon-Thames for a multi-residential development of 104 units above commercial space on the ground floor and a separate 2 storey commercial building fronting London Road. The development would also provide 27 car parking spaces in a basement level, 108 secure cycle spaces and a pocket park with children's play space. The application was approved as per the officer report subject to a legal agreement.
- 1.3 The second application, 18/00432/T56, related to the installation of a 17.5m high mobile phone mast and associated equipment in Vicarage Road, Sunbury upon Thames. The application was refused due to the proposed siting and effect on the street scene.
- 1.4 The third application considered was 18/00138/FUL, an application for a roof extension and part two-storey, part single storey rear extension and associated parking and the creation of four no.1 bedroom flats at Wardle Dental Surgery, Church Road, Ashford. The application was approved as per the officer's recommendation.
- 1.5 Application 18/00102/FUL was made by this Council for the erection of palisade style fencing and gates along the southern boundary of land to the east of 355 London Road, Ashford. The application was approved.
- 1.6. 18/00308/SCC was a Surrey County Council consultation relating to Shepperton Quarry, Littleton Lane, Shepperton, for the continued use of the land as a recycling facility until 30 September 2019. It was agreed that Surrey County Council be informed that this Council strongly objects to the application and, in the event that the application is refused, an enforcement notice should be served requiring the cessation of the unauthorised importation of recycling material to the site.
- 1.7 The second Surrey County Council consultation, 18/00304/SCC, was for the continued use and siting of two container units at Shepperton Quarry for employee welfare purposes, ancillary to the proposed aggregates recycling

facility, for a temporary period until 30 September 2019. The Committee agreed that no objection would be raised.

## **2. Planning Committee – 30 May 2018**

- 2.1 At the Planning Committee meeting on 30 May 2018, two planning applications were considered. Details of the items considered by the Committee are given below; three public speakers took the opportunity to address the Committee.
- 2.2 The first application, 18/00321/FUL, Dolphin House, Windmill Road, Sunbury, was for the erection of another floor on top of the main building to create an additional 7 flats and other external alterations. The application was approved.
- 2.3 The second item, application 17/01938/FUL, 20 Bridge Street, Staines-upon-Thames, related to the demolition of the existing two storey building and construction of a five storey building of 9 flats and associated cycle parking. The application was refused planning permission.

## **3. Planning Committee – 27 June 2018**

- 3.1 A meeting of the Planning Committee was held on 27 June 2018 at which two applications were considered. Details of the applications are set out below; there were two public speakers on the first item and a Ward Councillor also spoke on this issue.
- 3.2 Application number 18/00599/FUL, 32 Desford Way, Ashford, was a retrospective application for the use of the property as a House of Multiple Occupation (HMO) to allow accommodation for seven people. The application was approved.
- 3.3 The second item, application 16/00029/ENF, The Boathouse, Lower Hampton Rod, Sunbury on Thames, related to the unauthorised siting of a houseboat/mobile home for residential use within the green belt and floodplain. The Committee agreed that an enforcement notice should be issued.

**Councillor Richard Smith-Ainsley**

*Chairman of Planning Committee*

**19 July 2018**