



**Spelthorne
Borough Council**

Council Meeting
Thursday, 30 July 2020



22 July 2020

Please reply to:

Contact: Gill Scott

Direct line: 01784 444243

E-mail: g.scott@spelthorne.gov.uk

To the Councillors of Spelthorne Borough Council

I hereby summon you to attend a meeting of the Council to be held remotely via Skype for Business video conferencing on **Thursday, 30 July 2020** commencing at **6.00 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.

Councillors are reminded to notify Committee Services of any Gifts and Hospitality offered to you since the last Council meeting so that these may be entered in the Gifts and Hospitality Declaration book.

AGENDA

Description	Page nos.
1. Apologies for absence To receive any apologies for non-attendance.	
2. Minutes To confirm as a correct record the minutes of the Annual Council meeting held on 18 June 2020 and the Extraordinary Council meetings held on 25 June and 2 July 2020.	11 - 24
3. Disclosures of Interest To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for Members.	
4. Announcements from the Mayor To receive any announcements from the Mayor.	
5. Announcements from the Leader To receive any announcements from the Leader.	
6. Announcements from the Chief Executive To receive any announcements from the Chief Executive.	
7. Update on the Council's Emergency Response to COVID-19 To receive a verbal update on Spelthorne Borough Council's emergency response to COVID-19 and the resulting financial impact.	
8. Questions from members of the public 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 23 July 2020.

Question from Mr. A. Woodward

“In answer to my earlier question about why Spelthorne Borough Council had not declared a Climate Emergency I was informed that “we do not feel that we must declare a climate emergency in order to deliver meaningful action. We believe in action not words.” Could the leader detail the meaningful actions that have been taken in the first half of 2020 to address the Climate Emergency?”

Question from Mr. A. McLuskey

“In the light of the Green Jobs Challenge Fund recently established by Government to create new jobs in conjunction with local councils and aimed at improving the landscape - will Spelthorne Council commit to seeking funding from this source to enable extra, desirable elements (such as the rebuilding of the West Lodge) to be added to the scheme for a historically themed Nature Reserve on the former Lord Knyvett estate in Stanwell?”

Question from Mr C. Hyde

“At the Council meeting on 27 February 2020, the Council was asked to consider and respond to a petition which requested “that Spelthorne Borough Council does not release 19 Green Belt areas currently identified in the Local Plan for building or other commercial purposes and to protect the entire existing Green Belt in Spelthorne for generations to come”. The petition had 5,270 signatories when it was received by the Council and the number of signatories has now risen to over 6100. On the basis of a 13:13 Council vote and the Deputy Mayor’s casting vote, the Council voted to support a motion “that the Council notes the petition and keeps the matter under review”. Five months have now passed since the decision to keep the matter under review. What work has been carried out by the Council to take the review forward, what decisions have been reached and, in the event that no decision has been reached to date, when will a decision be forthcoming on the action requested in the petition?”

9. Petitions

To receive any petitions from members of the public.

10. Report from the Leader of the Council

To receive the reports from the Leader of the Council on the work of the Cabinet at the following meetings: 25 - 28

Extraordinary Cabinet – 8 April 2020 (2 meetings)

Cabinet – 15 July 2020

Extraordinary Cabinet – 22 July 2020 (to follow)

11. Report from the Chairman of the Audit Committee

To receive the report from the Chairman of the Audit Committee on the work of the Committee at its meeting held on 23 July 2020. To Follow

12. Report from the Chairman of the Licensing Committee

To receive the report from the Chairman of the Licensing Committee on the work of the Committee at its meeting held on 22 July 2020. To Follow

- 13. 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 at its meeting held on 7 July 2020. 29 - 30
- 14. Report from the Chairman of the Planning Committee**
To receive the report from the Chairman of the Planning Committee on the work of the Committee at its meetings held between March and July 2020. 31 - 32
- 15. 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 20 July 2020 and 5 were received as follows:

Motion 1.

“This Council resolves to implement a change in decision-making governance arrangements, comprising the cessation of the current Leader and Cabinet model of governance and the implementation of a Full Committee model of governance. This is to be developed during 2020 with a view to the arrangements taking effect at the earliest opportunity, but no later than the commencement of the next Council Municipal Year in May 2021, subject to a legally and constitutionally robust process. The changes are to be led by the Monitoring Officer and the Members Code of Conduct committee and agreed by the Council.”

Proposed by: Cllr Helen Harvey
Seconded by: Cllr Olivia Rybinski

Motion 2.

The Leader said he would be more inclusive when he was elected and yet has not demonstrated this so under Standing Order 28.2 I propose a variation to Council Standing Order 8.3 little f.

I move the following:-

“8.3 little ‘f’ be amended to prevent the Leader assigning all the Outside Bodies to his own party as opposed to the councillors best suited to carry out these roles.”

Proposed by: Cllr Richard Smith-Ainsley
Seconded by: Cllr Denise Saliagopoulos

Motion 3.

This Council seeks to consider a constitutional change away from a Leader and Cabinet form of government as specified in the current constitution.

Consideration may be given to a full committee-based system, but all options as to change should be considered. In accordance with Article 15 of the current constitution the monitoring officer (as appropriate seeking advice from members' code of conduct) is asked to prepare a report on the proposal to contain:

- A full explanation of the committee-based system using specific council examples
- The benefits of a change to such a system
- Other options as to change whether by retaining the current system but limiting powers
- Resources needed to rewrite the constitution
- Resources needed for public consultation
- Costs implications of all options
- Time frame for implementation
- Other extraneous obstructions (i.e. Unitary proposals by Surrey CC)

Proposed by: Cllr John Boughtflower

Seconded by: Cllr Jim McIlroy

Motion 4.

“The House of Commons Public Accounts Committee published its report on Local authority investment in commercial property on 13th July 2020. The Council notes the following conclusions arising from the report:

- That in the view of the PAC, Spelthorne Borough Council borrowing from the Public Works Loans Board since 2016 has been excessive and undertaken against DHCLG and CIPFA guidance.
- That in some authorities there have been failings in transparency, with decision making by small groups and inadequate scrutiny.

The Council resolves to take the following actions in response to the PAC report:

- To require greater member involvement in all future investment related decisions above a defined transaction value.
- To make available to members full information on significant portfolio expenditures, lettings and contractual amendments within 14 days of the decision.
- To revise accounting structures to clearly separate the property investment portfolio from other Council activities and to make this segmentation transparent in future reporting to members.
- To establish portfolio performance measures and risk management parameters to be reported periodically to members.

The details of these actions are to be agreed by the Leader's Property Investment Task Group and submitted to the Council for ratification.”

Proposed by: Cllr Lawrence Nichols

Seconded by: Cllr Bernie Spoor

16. 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 23 July 2020.

17. 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 23 July 2020.

Question 1 from Cllr. R.W. Sider, BEM

At the meeting of the full Council on the 18th of July 2019 I placed the following Motion before the Council. It was, ‘That Officers investigate whether it is feasible to enter into a reciprocal agreement with Surrey County Council for Spelthorne Borough Council to act on their behalf to remove Travellers encamped when on the highway and append such charges involved to Surrey’. It was seconded by Cllr Barnard. The motion was debated and the Leader of the Council said- quote - ‘I think it is something that we can ask officers to explore and then report back to the portfolio holder. On that basis I will support your motion and ask members to do likewise.’ The Motion was carried and it was Resolved ‘That officers investigate whether it is feasible to enter into a reciprocal agreement with Surrey County Council for Spelthorne Borough Council to act on their behalf to remove Traveller encampments when on the highway, and append such charges involved to Surrey County Council.’

My question is “It is now one calendar year since the foregoing resolution was debated and carried, and again Travellers have encamped in Old Charlton Lane, Shepperton, requiring officers from Surrey to deliver the relevant documentation to secure their removal. Can the Leader of the Council inform me what discussions with Surrey have taken place as required by the Motion of the 18th of July 2019, and what progress has been made in carrying out the requirements of the said resolution.”

Question 2 from Cllr. R.W. Sider, BEM

“After a further invasion and encampment of Travellers in the borough in mid- summer last year, I requested that officers pursued through the legal means and through the courts, an injunction along the lines that had been secured by our neighbouring borough, which would prevent them entering Spelthorne on any occasion. After one year, can the Leader inform me of the progress that has been made by officers to secure such an injunction?”

Question 3 from Cllr. J. Sexton

“At the Cabinet meeting on 15th July the Leader stated at the very beginning **‘Can I remind everyone that mobile phones should be switched off or set to silent mode’**’.

When Cllr Attewell was reading one of her reports regarding homelessness she stopped and said **‘Sorry I’m reading this from my phone and someone just tried to call me.’** This was followed shortly after by another interruption with Cllr Attewell saying **‘Oh gosh I’m never doing this again, I am reading this from my phone and people keep ringing me.’**

Over 86 subscribers have now accessed the recording and it does not make the Spelthorne Council Cabinet look very professional. Will the Leader now ensure that Cabinet meetings are video recorded, as are the Planning Committee meetings, in order to ensure that Cabinet members can be seen to be giving the role they are undertaking the attention that it deserves.”

Question 4 from Cllr. K. Grant

“Given the importance of the Environment portfolio to our Council priorities and the general wellbeing of Spelthorne and its residents, can the Leader please explain why this position has not been filled in the new Cabinet? Can he begin to lay out his greener credentials that he expressed in his acceptance speech when elected Leader?”

Question 5 from Cllr. S. Dunn

““The Leader of Surrey County Council has announced that he intends to make the whole of Surrey one Unitary Authority. Can the Leader please advise us what communication or meetings have taken place to inform Spelthorne of these plans?”

18. Appointment of a representative Trustee

To consider the reappointment of Matthew Calvert as a representative trustee of the Laleham Charities – Village Hall and Recreation Ground for a further four year period to February 2024.

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MINUTES OF THE SPELTHORNE BOROUGH COUNCIL

**Minutes of the Annual Council Meeting of Spelthorne Borough Council
held remotely by skype for business conferencing call on Thursday, 18
June 2020 at 6.00 pm**

Present:

Councillors:

M.M. Attewell	S.M. Doran	M.J. Madams
C.F. Barnard	R.D. Dunn	J. McIlroy
C.L. Barratt	S.A. Dunn	A.J. Mitchell
R.O. Barratt	T. Fidler	L. E. Nichols
C. Bateson	N.J. Gething	R.J. Noble
I.J. Beardsmore	M. Gibson	O. Rybinski (Deputy Leader)
J.R. Boughtflower	K.M. Grant	D. Saliagopoulos
A. Brar	A.C. Harman	J.R. Sexton
S. Buttar	H. Harvey	R.W. Sider BEM
R. Chandler	I.T.E. Harvey (Leader)	R.A. Smith-Ainsley
N.L. Cornes	N. Islam	B.B. Spoor
J.H.J. Doerfel	T. Lagden	J. Vinson
J.T.F. Doran	V.J. Leighton	

Independent member:

Mr Murray Litvak, Chairman of the Members' Code of Conduct Committee

Councillor M. Madams, The Mayor, in the Chair

Apologies: Councillor V. Siva

95/20 Election of the Mayor

The retiring Mayor, Mrs. M. Madams, welcomed all members and those watching online to the Annual Meeting of the Council and invited the Reverend Chris Henley, to lead the meeting in prayer.

The Council agreed to suspend Standing Orders 6.2, 20.8, 22.3, 24.1 and 27 which were impracticable to comply with at a remote Council meeting.

The Mayor thanked the officers of the Council, her Consort, and the Mayor's secretary, Mrs. Sheila Kimpton, for their hard work and support during her Mayoral year. Reflecting on her year in office the Mayor reported she and her consort, Andrew Hopgood were delighted and honoured to attend many

interesting and worthwhile events across the Borough in spite of the curtailed opportunities to attend functions and hold fundraising events due to the coronavirus. She hoped the funds raised for charities would help them continue their superb work and support for vulnerable residents.

It was moved by Councillor R.W. Sider BEM and seconded by Councillor A.C. Harman that Councillor C. Barnard be appointed Mayor for the Municipal Year 2020-2021.

It was moved by Councillor J. Sexton and seconded by Councillor I.J. Beardsmore that Councillor D. Saliagopoulos be appointed Mayor for the Municipal Year 2020-2021.

Resolved that Councillor Colin Barnard be appointed Mayor for the Municipal Year 2020-21.

Councillor Colin Barnard made the Declaration of Acceptance of Office as Mayor of the Borough of Spelthorne and took the Chair. A short video was shown highlighting moments from Councillor Madams' Mayoral year followed by the handing over of the chains of office from Councillor Madams to the new Mayor, Councillor Barnard.

Councillor Barnard thanked his proposer and seconder and the Council for supporting him in his election as Mayor.

He announced that his wife, Barbara Barnard would be the Mayoress and he had appointed a Chaplain for his Mayoral Year, the Reverend Chris Henley, Associate Vicar at St Stephen's Church, Hounslow. The Mayor said that both would be presented with their badges at a formal occasion later in the year.

The Council joined the Mayor in a vote of thanks to Councillor Madams for her efforts over the past year. The Mayor reported it had been a pleasure for himself and his wife to work with her for the benefit of the Borough's residents.

96/20 Minutes

The minutes of the Council meeting held on 27 February 2020 and the extraordinary Council meeting held on 21 May 2020 were agreed as correct records.

97/20 Disclosures of Interest

There were no disclosures of interest.

98/20 Election of the Deputy Mayor

It was moved by Councillor M. Gibson and seconded by Councillor J. Boughtflower that Councillor Tony Harman be appointed Deputy Mayor for the Municipal Year 2020-21.

Councillor H. Harvey proposed that Councillor I.J. Beardsmore be appointed Deputy Mayor for the Municipal Year 2020-21. The nomination was seconded by Councillor S. Dunn.

Resolved that Councillor Tony Harman be appointed Deputy Mayor for the Municipal Year 2020-21.

Councillor Tony Harman made the Declaration of Acceptance of Office as Deputy Mayor of the Borough of Spelthorne and announced that his wife Daphne Harman would be the Deputy Mayoress.

The Deputy Mayor, Councillor Tony Harman, briefly addressed the Council and thanked his proposer and seconder for their support. He said it was a great honour to be elected as Deputy Mayor and looked forward to supporting the Mayor in his Mayoral year.

99/20 Announcements from the Mayor

The Mayor, Councillor Colin Barnard, advised the charities he would be supporting for his Mayoral year were Spelthorne District Scouts and Guides, as he strongly believed in the importance of guidance and development in the early years for future success in life.

Items carried over from the Council meeting held on 27 February 2020

The following items of business were carried over from the Council meeting held on 27 February 2020.

The reports from Chairmen in relation to Committee meetings held after 27 February 2020 would be reported to the next ordinary meeting of the Council.

100/20 Report from the Leader of the Council

The Leader of the Council, Councillor I.T.E. Harvey, presented the reports of the Cabinet meetings held on 29 January 2020 and 26 February 2020, which outlined the matters the Cabinet had decided between the December and February Council meetings.

101/20 Report from the Chairman of the Licensing Committee

The Chairman of the Licensing Committee, Councillor R.W. Sider BEM, presented his report which outlined the matters the Committee had decided between the December and February Council meetings. He thanked the members of the Committee who had supported him in the work of the Committee over the past year.

102/20 Report from the Chairman of the Members' Code of Conduct Committee

The Chairman of the Members' Code of Conduct Committee, Mr. Murray Litvak, presented his report which outlined the matters the Committee had decided between the December and February Council meetings.

103/20 Report from the Chairman of the Overview and Scrutiny Committee

The Chairman of the Overview and Scrutiny Committee, Councillor V.J. Leighton, presented her report which outlined the matters the Committee had decided between the December and February Council meetings.

104/20 Report from the Chairman of the Planning Committee

The Chairman of the Planning Committee, Councillor R.A. Smith-Ainsley, presented his report which outlined the matters the Committee had decided between the December and February Council meetings. He thanked the Planning officers and members of the Committee for their work over the past year.

105/20 Announcements from the Leader

The Leader congratulated the Mayor on his appointment and, on behalf of the Council and residents, thanked the retiring Mayor, Cllr Mary Madams for her fantastic Mayoral year, which she achieved in spite of the difficulties caused by the COVID19 lockdown which had resulted in her Mayoral year being very much curtailed.

The Leader made the following announcements:

He sent his deepest condolences to all those who had lost a friend or loved one to coronavirus. He commented on how the difficult situation had brought out the best in people with thousands of volunteers in Spelthorne stepping forward to give their time to support others offering to deliver food, collect prescriptions, check on vulnerable neighbours and provide other vital support. It had been truly heart-warming to see such kindness.

He paid tribute to Spelthorne Council's own staff for their dedication and professionalism in working tirelessly to support residents, safeguard the most vulnerable people in the Borough and maintain public services during the three months since the pandemic began.

He reminded members of the Council's financial situation in 2014-15 when it faced the possibility of having to sell its own Town Hall for building and move to an industrial estate. Cllr Watts, the then Leader, initiated the "Towards a

Sustainable Future” scheme to save £140,000 with more significant proposed cuts to Government funding on the horizon.

The Council seized the opportunity when contacted by BP about its sale and leaseback plan to raise capital for further exploration, to make prudent investments. These and the loans which supported them enjoyed cross party support and unanimous Cabinet approval.

The Leader set out the benefits of the Council’s investment strategy which had enabled it to increase its service provision to residents whilst other Boroughs and Surrey County Council faced deep cuts. The Council Tax increase this year was the lowest in Surrey, without the need for sales of assets or drawing on reserves. The Council had embarked on an ambitious, and ground breaking, scheme to build homes for those who need our help, providing: emergency family accommodation, a single homeless hostel, affordable homes and a whole development dedicated to Key Workers. Our net investment income, having paid all costs including interest, sinking fund contributions and capital repayments equated to over 50% of the income towards the Council’s Revenue account, to pay for services to residents.

These financial resources enabled the Council to move very quickly when COVID19 struck, without relying on Government handouts. Staff morale was very high and we received many plaudits for our efforts, including from the Local Government Association and thanks from grateful residents.

The Leader confirmed that our property investments were continuing to support the services the Council provides to residents. He said that total collections from the March Quarter were in excess of 90% with another 8% on agreed staged payments. This was well above the industry average of about 74% and was backed by a £20 million plus sinking fund to buffer any delayed receipts. This meant the Council was not going to have to cut services, residents were not going to see their Council Tax go up, and contrary to a recent comment from a councillor, the Council was not going to go bankrupt!

The Leader was pleased to announce that following a competitive tender process and unanimous agreement of the Council’s Cabinet, the Arora Group had been awarded the contract to develop Bridge Street Car Park and Hanover House in Staines-upon-Thames for a hotel-led mixed use development. This landmark development was set to greatly enhance the river frontage at one of the main gateways into Staines-upon-Thames, providing an upscale (4 star) hotel with over 300 guest rooms, substantial conferencing/banqueting facilities, spa, restaurants, bars, leisure and retail facilities together with serviced apartments and residential units. The development would provide a massive economic boost for Spelthorne’s main town and gave a strong signal that even in these challenging times, businesses like the Arora Group can see the untapped potential of the town and were keen to invest in Spelthorne. It was anticipated that over 350 new jobs would be created, providing new career opportunities for Spelthorne’s residents.

The Leader referred to his recent announcement that the Council would be setting aside a special defence fund of £900,000 to enable it to challenge applications from developers wanting to build in the Green Belt. The Council had always been fiercely protective of the Borough's Green Belt and was known for taking a stance against aggressive developers looking to build on green spaces. As the planning process currently stands, whilst Spelthorne makes decisions on Planning applications and can refuse those which affect the Green Belt, developers can appeal to the Planning Inspector. Fighting these appeals was not only lengthy, they could also be very expensive. Thanks to the success of the Council's investment strategy over the last four years, Spelthorne Borough Council was now in a stronger financial position and had generated a significant budget surplus which had enabled this defence fund to be established.

Production of a Masterplan for Staines-upon-Thames was underway which would provide a framework to shape and transform the town. Consultants, David Lock Associates, were leading on this work and a new Working Group had been set up to help steer the project. Membership of the Working Group included cross party membership focusing on Staines, as follows:

Leader of the Council, Councillor Ian Harvey
Councillor Helen Harvey, Portfolio Holder for Investment Portfolio
Management and Regeneration
Councillor Ian Beardsmore, Portfolio Holder for Planning
Councillor Olivia Rybinski, Deputy Leader and Portfolio Holder for Economic
Development, Customer Service, Estates & Transport
Councillor Chris Bateson, Staines South ward
Councillor Veena Siva, Staines ward
Councillor Tom Lagden, Staines ward

The Leader concluded by noting there would be a Council meeting to determine the Leader of the Council going forwards on 25 June. He thanked everyone who had worked with him to make Spelthorne a great place to live, work and play. He said it had been a genuine privilege to have served all to date.

106/20 Establishment of Committees 2020-21

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

It was moved by Councillor I.T.E. Harvey and seconded by Councillor O. Rybinski to agree:

- 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 Appendix A;
- c) the Councillors to serve on Committees as shown on Appendix B; and
- d) that Mr. Murray Litvak be appointed as Chairman of the Members' Code

of Conduct Committee.

Members queried the nominations of Councillors to serve on Committees as shown on Appendix B, stating that it did not accord with the Constitution due to the nomination of Cabinet members to take seats on the Overview and Scrutiny Committee.

The Principal Solicitor advised that it was recognised that members of the Cabinet could not sit on the Overview and Scrutiny Committee, but that the seats allocated to the United Spelthorne Group on that Committee would remain vacant until the issue of the removal and appointment of the Leader, to be considered at an extraordinary Council meeting on 25 June, had been resolved.

As there was no consensus by the Council for the Motion, a vote was taken and the Motion was lost.

The Mayor advised that the matter would come before the Council again, at a later date.

107/20 Appointment by the Council to Outside Bodies

South West Middlesex Crematorium Board

It was moved by Councillor J. Boughtflower and seconded by Councillor J. McIlroy that Councillor R.J. Noble be appointed as the Council's representative on the South West Middlesex Crematorium Board.

Resolved that Councillor R.J. Noble be appointed as the Council's representative on the South West Middlesex Board.

It was moved by Councillor S. Dunn and seconded by Councillor C. Bateson that Councillor R.D. Dunn be appointed as the Council's deputy representative on the South West Middlesex Crematorium Board.

Resolved that Councillor R.D. Dunn be appointed as the Council's deputy representative on the South West Middlesex Board.

Surrey Police and Crime Panel

It was moved by Councillor J. Boughtflower and seconded by Councillor J. McIlroy that Councillor R.O. Barratt be appointed as the Council's representative on the Surrey Police and Crime Panel

Councillor T. Fidler proposed that Councillor B. Spoor be appointed as the Council's representative on the Surrey Police and Crime Panel. The nomination was seconded by Councillor R. Dunn.

Councillor T. Lagden proposed that Councillor J. Doerfel be appointed as the Council's representative on the Surrey Police and Crime Panel. The nomination was seconded by Councillor J. Vinson.

A vote was taken and there was no clear majority. The Councillor with the least votes, Councillor Doerfel was taken off the list and a further vote taken.

Resolved that Councillor B. Spoor be appointed as the Council's representative on the Surrey Police and Crime Panel.

108/20 Exempt Business

Resolved to move the exclusion of the Press and Public for the following item in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006.

109/20 Report from the Leader of the Council on exempt matters

(Paragraph 3 – information relating to the financial or business affairs of any particular person (including the authority holding that information))

The Leader responded to questions on item 5 of the report for the Cabinet meeting held on 29 January 2020 which related to a partially exempt matter and the question was likely to reveal exempt information as defined by Paragraph 3. of the Act above.

MINUTES OF THE SPELTHORNE BOROUGH COUNCIL

Minutes of the Extraordinary Council Meeting of Spelthorne Borough Council held remotely by Skype for Business conferencing call on Thursday, 25 June 2020 at 6.00 pm

Present:

Councillors:

M.M. Attewell	R.D. Dunn	J. McIlroy
C.L. Barratt	S.A. Dunn	A.J. Mitchell
R.O. Barratt	T. Fidler	L. E. Nichols
C. Bateson	N.J. Gething	R.J. Noble
I.J. Beardsmore	M. Gibson	O. Rybinski
J.R. Boughtflower	K.M. Grant	D. Saliagopoulos
A. Brar	A.C. Harman	J.R. Sexton
S. Buttar	H. Harvey	R.W. Sider BEM
R. Chandler	I.T.E. Harvey	V. Siva
N.L. Cornes	N. Islam	R.A. Smith-Ainsley
J.H.J. Doerfel	T. Lagden	B.B. Spoor
J.T.F. Doran	V.J. Leighton	J. Vinson
S.M. Doran	M.J. Madams	

Councillor C.F. Barnard, The Mayor, in the Chair

110/20 Disclosures of Interest

There were no disclosures of interest.

111/20 Motions

As Councillor I.T.E. Harvey had announced his resignation prior to the meeting, Council moved directly to the second motion:

“Pursuant to Standing Order 18.2, this Council appoints Councillor John Boughtflower to be Leader of Spelthorne Borough Council for the remainder of the four year term”.

It was moved by Councillor J. McIlroy and seconded by Councillor A.J. Mitchell that this Council appoints Councillor J. Boughtflower to be Leader of Spelthorne Borough Council for the remainder of the four year term.

Resolved that Councillor J. Boughtflower be appointed Leader of Spelthorne Borough Council for the remainder of the four year term.

112/20 Announcements from the Leader

The Leader made the following announcements:

Councillor J. Boughtflower thanked the previous Leader for his work and pledged his best efforts going forward. He wanted to send a clear message that it was business as usual and, although there was still some way to go to recover from the Covid-19 pandemic and a return to the new normal, whatever that may be, he would do everything to assist in this. He also thanked staff for their commitment during the pandemic and acknowledged that recent events may have caused unrest.

The Leader announced that he had appointed a Deputy Leader – Councillor Jim McIlroy and that his Cabinet would be announced in due course.

He announced his intention to work with all parties from the outset and his intention to review the Council's governance arrangements. He offered congratulations to all who had recently been appointed to new positions.

He also looked forward to working closely with Surrey County Council members to ensure the Borough was centre of any Surrey plans.

MINUTES OF THE SPELTHORNE BOROUGH COUNCIL

Minutes of the Extraordinary Council Meeting of Spelthorne Borough Council held remotely by Skype for business conferencing call on Thursday, 2 July 2020 at 6.00 pm

Present:

Councillors:

M.M. Attewell	R.D. Dunn	J. McIlroy (Deputy Leader)
C.L. Barratt	S.A. Dunn	A.J. Mitchell
R.O. Barratt	T. Fidler	L. E. Nichols
C. Bateson	N.J. Gething	R.J. Noble
I.J. Beardsmore	M. Gibson	O. Rybinski
J.R. Boughtflower (Leader)	K.M. Grant	D. Saliagopoulos
S. Buttar	A.C. Harman	J.R. Sexton
R. Chandler	H. Harvey	R.W. Sider BEM
N.L. Cornes	I.T.E. Harvey	V. Siva
J.H.J. Doerfel	N. Islam	R.A. Smith-Ainsley
J.T.F. Doran	V.J. Leighton	B.B. Spoor
S.M. Doran	M.J. Madams	J. Vinson

Councillor C.F. Barnard, The Mayor, in the Chair

113/20 Disclosures of Interest

There were no disclosures of interest.

114/20 Establishment of Committees 2020-21

It was moved by Councillor J.R. Boughtflower and seconded by Councillor J. McIlroy and

Resolved to agree the appointment of the Committees shown at Agenda Item 3 of the size indicated and with the terms of reference and functions set out in Part 3 of the Council's Constitution.

115/20 Allocation of seats on Committees

It was moved by Councillor J.R. Boughtflower and seconded by Councillor J. McIlroy and

Resolved that pursuant to Section 15 of the Local Government and Housing Act 1989, the Council agrees the political allocation of seats as set out in Appendix A to this item.

116/20 Appointment of members to Committees

It was moved by Councillor J.R. Boughtflower and seconded by Councillor J. McIlroy to appoint the members to serve on the Committees as shown in Appendix B, including Mr. Murray Litvak as the non-elected Chairman of the Members' Code of Conduct Committee.

Councillor S. Dunn proposed the following amendment which was seconded by Councillor C. Bateson

“That the Council agrees the Councillors to serve on Committees as shown on Appendix B which can be found on page 5 of the supplementary agenda; and the Council notes that recommendation 8 in the report of the Committee for Standards in Public Life (January 2019) calls for limiting the length of appointments of Independent Persons to a “fixed term of two years, renewable once”. The Council instructs officers to prepare amendments to Spelthorne’s constitution to incorporate the recommendation and to take action to ensure that a new Independent Person is appointed at the ACM in 2021.”

The amendment was carried and the substantive motion put to the vote.

Resolved that the Council agrees the Councillors to serve on Committees as shown on Appendix B which can be found on page 5 of the supplementary agenda; and the Council notes that recommendation 8 in the report of the Committee for Standards in Public Life (January 2019) calls for limiting the length of appointments of Independent Persons to a “fixed term of two years, renewable once”. The Council instructs officers to prepare amendments to Spelthorne’s constitution to incorporate the recommendation and to take action to ensure that a new Independent Person is appointed at the ACM in 2021.

117/20 Announcements from the Leader

The Leader made the following announcements:

“We recently marked 100 days of operating on an emergency footing by publishing a press release and infographic image summarising the Council’s response to the pandemic. We closed the Council offices in March and rapidly moved to a virtual footing, successfully adapting our services to ensure residents were well supported whilst maintaining 'business as usual' across our services. On behalf of residents and businesses, I would like to thank all the Council staff for their dedication and professionalism during this difficult time. Together, they have worked with the foodbanks to distribute over 230,000 meals, received over 22,000 requests for help via the community helpline, made over 14,000 checks on vulnerable residents, carried out over 1,000 business compliance visits and delivered over 300 prescriptions, in addition to keeping all the core services running as normal. The Borough's Emergency Centre has been meeting on a daily basis throughout this period and will continue to do so until this pandemic has passed. The Council is now

focusing its efforts on the various recovery phases but also preparing for a possible second wave.

The Council has been working hard to support businesses and has paid over £12m in grants to local businesses. We are now processing discretionary business grant applications and as of today have allocated £645k to 114 businesses who were not eligible for the retail, leisure and hospitality grant.

With the help of funding of £88k from the European Regional Development Fund, the Council has been working to support the safe reopening of high streets and other commercial areas by assisting with publicity materials, signage, sanitising stations and handwashing facilities, queueing systems and barriers. The Council has also been the only borough in Surrey to receive over £40,000 from the Enterprise M3 Local Enterprise Partnership which the Council will use to improve accessibility and help retailers and shoppers stay safe as shops, bars and restaurants begin to reopen over the coming weeks and months.

A one minute silence was held on 22 June to mark Armed Forces Week which is an annual national event which gives the country the opportunity to show their support for the men and women who make up today's Armed Forces community. We marked the start of the week by releasing a video of our flag raising ceremony, akin to our VE Day commemorations, with new Mayor of Spelthorne Cllr Colin Barnard; the Council's armed forces champion, Cllr Robin Sider BEM; Chief Executive Daniel Mouawad and bugler Richard Llewellyn in attendance. We proudly supports our armed forces and in April 2014 signed the Armed Forces Covenant. We were awarded the Bronze for Employer recognition scheme and are currently working towards achieving the Silver award. The Council is committed to work closely with the Armed Forces Community and has now also established the Spelthorne Armed Forces Partnership specifically for this purpose.

Two days ago marked the end of Pride month and we showed our support by reflecting the rainbow in our Council logo across all of our social media channels. As an organisation we recognise that we are on a mission to continue to develop our own diversity and inclusion plans to embrace and celebrate Spelthorne's diversity.

Details will be announced next week of the following task groups:

- Governance
- Local Plan
- Staines Masterplan
- Climate and Environment
- Financial Reporting
- Property and Investment Review
- Youth Council
- River Thames

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

Extraordinary Meetings held on 8 April 2020

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 two Extraordinary meetings held on 8 April 2020.

Waterfront Project

Cabinet considered an exempt report to award the tender and long lease of Hanover House and Bridge Street car park for the development of an hotel and mixed use scheme.

The recommended Preferred Bidder proposed a high quality upscale/4-star, hotel-led design, and attractive commercial (income) arrangements which will help stimulate and grow the local economy and supported the corporate aim of Economic Development.

Cabinet agreed:

1. To award the tender and grant a long lease of the Hanover House and Bridge Street Car Park to Arora Hotels for the development of a hotel and mixed use scheme.
2. To authorise the Group Head of Corporate Governance to finalise the terms and enter into all legal documents required for the transaction.

Acquisition of Property 'Z'

We considered an exempt report on the acquisition of a site to facilitate the provision of 43 affordable housing units within the borough by the most beneficial means.

We agreed to acquire the site and also to:

- Authorise a sub-sale of the property to Knowle Green Estates Limited
- Approve the funding of Knowle Green Estates Limited to facilitate acquisition of the property; and
- To formally approve the terms and conditions agreed and authorise the Chief Executive (in consultation with the Chief Finance Office, the Leader and the Cabinet Member for Finance) to agree any further additional terms as purchaser of the property and subsequent funder to enable Knowle Green Estates Limited to proceed with its acquisition of the property.

Councillor John Boughtflower
Leader of the Council

30 July 2020

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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. It is an overview of the main business considered by the Cabinet at its meeting held on 15 July 2020.

1. Homelessness and Rough Sleeping Strategy 2020-2025

1.1 We considered a report on the Homelessness and Rough Sleeping Strategy 2020-2025.

1.2 The Strategy sets out how the Council will tackle and prevent homelessness in the borough with six key priorities. It is based upon the findings of an extensive Homelessness Review, feedback from two stakeholder events held in 2019, extensive feedback from local partners from the statutory and voluntary sectors, and responses from a six week public consultation which ran from December 2019 to January 2020.

1.3 We approved the Strategy as appended to the report.

2. Provisional Capital Outturn report 2019/20

2.1 We considered a report on the provisional capital outturn spend for 2019/20. The majority of the £153.7m underspend related to property development schemes and the remainder to Corporate ICT projects. The proposed capital carry forward of £76.5m included £76.4m for the development of Oast House and various other capital schemes.

2.2 We agreed to note the report and approved the capital carry forward of £76,525,900.

3. Provisional Revenue Outturn report 2019/20

3.1 We considered a report on the provisional revenue outturn for 2019/20. We noted a surplus for the year of £4.939m, of which £0.204m related to proposed carry forward items with £0.249m set aside in the General Fund Reserve, resulting in a net balanced budget.

3.2 We agreed to note the provisional revenue outturn for 2019/20 and approved the revenue carry forwards of £204,200 and the transfer to reserves for 2019/20.

4. Treasury Management Annual Report

4.1 We considered a report on the performance of the treasury management function and noted the Treasury Outturn position for 2019-20 and the financial environment in global markets, as detailed in the report.

5. Replacement heating/cooling systems at 3 Roundwood Avenue, Stockley Park

- 5.1 We considered a report on the urgent need to undertake works at 3 Roundwood Avenue, Stockley Park following the unexpected mechanical failure of the main chiller and boilers.
- 5.2 We noted that the building is fully let with repair and maintenance costs recoverable through a service charge. The proposal before us was that the Council forward funds the works, given their scale, and recovers the costs from the tenants via the service charge over the next 18 months. The works will greatly enhance the future potential for securing new lettings in the building.
- 5.3 We agreed to the expenditure of £271,600 for the forward funding of works to replace the central plant (chiller and boiler system) at 3 Roundwood Avenue.
- 5.4 We also approved the appointment of contractors for the works following a competitive tender process and authorised the Group Head of Corporate Governance to enter into any legal documentation necessary to formalise the appointments.

6. Licensing Fees

- 6.1 We considered a report on the amendment to fees which had been missed from the February Cabinet Fees and Charges report and the introduction of a pavement licensing fee.
- 6.2 As part of the coronavirus business recovery plan, the Business and Planning Bill will make temporary provision for the application for a pavement licence to permit the placement of furniture on part of the highway adjacent to a premises. This will allow the licence-holder to sell or serve food or drink. The Council is able to recover the costs it incurs to process the licence to a maximum £100 per licence.
- 6.3 We approved the annual licensing fees for street traders and private hire driver re-testing, the correction to the breakdown of HMO licensing fees and a new fee of £100 for the provision of pavement licences.
- 6.4 We also noted that HMO licensing fees are to be reviewed to ensure that charges reflect costs incurred and value for money.

Councillor John Boughtflower
Leader of the Council

30 July 2020

Report of the Chairman on the work of the Overview and Scrutiny Committee

This report gives an overview of the main issues considered at the meeting held on 7 July 2020.

1. Role of Overview and Scrutiny

- 1.1 The Committee requested that consideration was given to the Committee receiving documentation 10 working days before the meeting date where practicable, rather than the statutory requirement, to give the members sufficient time to consider the issues and notify officers of questions in advance of the meeting.
- 1.2 The Chairman agreed to liaise with the Deputy Chief Executive and report back to the Committee in advance of the next meeting.

2. Financial Reports

- 2.1 The Committee noted three financial reports. Two set out the provisional outturn position for both revenue and capital for 2019/2020. The other reported on the performance of the treasury management function and noted the treasury outturn position for 2019/20.
- 2.2 The Committee raised a number of queries on specific items which officers responded to at the meeting or agreed to look into and provide a written answer.

3. Pavement Parking

- 3.1 The Committee considered the report of the Parliamentary Transport Committee on pavement parking and the evidence and recommendations submitted by Surrey County Council to the Government Select Committee.
- 3.2 The Committee agreed to note the report.

4. Work Programme

- 4.1 The Committee agreed that Councillor Noble was co-opted to the Celebration of Life Centre Task Group.
- 4.2 It was agreed not to proceed with the free off-street parking in Staines Task Group but to put this suggestion forward for consideration by the Surrey County Council Parking Task Group.
- 4.3 The Committee identified topics of interest/concern for inclusion in the work programmes for 2020/21. The Vice-Chairman and I will meet with officers to review the suggestions against the standard criteria for assessing their significance for and value to our communities. We will draft a work programme for agreement by the Committee at its September meeting

5. Presentation on KGE Business Plan

- 5.1 Councillor J. McIlroy made a brief statement on his appointment as Board Director of Knowle Green Estates and the future direction of the company before leaving the meeting.
- 5.2 The Committee received an exempt presentation on the current Business Plan. Officers and Howard Williams, as a Non-Executive Director of KGE, answered a number of questions from members.
- 5.3 The Committee agreed to note the presentation and requested greater clarity from Cabinet on the KGE mission statement.

6. Update on Commercial and Retail Rent Situation

- 6.1 The Committee received a verbal update on the March and June quarter rents received for commercial and retail properties owned by the Council.
- 6.2 The Committee noted the update and requested that sinking fund scenarios were shared with councillors.

Councillor Vivienne Leighton

Chairman of the Overview and Scrutiny Committee

30 July 2020

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 4 March, 29 April and 14 July 2020.

1. Planning Committee meeting – 4 March 2020

- 1.1 The Committee considered four applications.
- 1.2 Application: 18/01143/FUL This application sought approval for a change of use in relation to the open field and lake, west of Nutty Lane and south of New Road, Shepperton to provide a water sports leisure facility with associated inflatables and floating jetty, toilets, changing rooms, first aid building, car parking and other associated facilities.
There was one public speaker. The Committee approved the application.
- 1.3 Applications: 19/01710/RVC and 19/01709/LBC. These applications sought – the relaxation of Condition 3 of Planning Permission 19/00478/HOU and Listed Building Consent to raise the front boundary wall of Dunally Lodge, Walton Lane, Shepperton by 0.8m.
There were two public speakers. The Committee approved both applications.
- 1.4 Application: 19/01699/HOU. This application sought approval for the erection of a single storey side and rear extension at 41 Windsor Road, Sunbury on Thames. The Committee approved the application.
- 1.5 Application: 19/01496/FUL. This application sought approval for the Installation of a steel jetty with hardwood decking to provide a passenger boat landing stage together with the installation of piles at Riverside Memorial Gardens, Thames Street, Staines upon Thames.

2. Planning Committee meeting – 29 April 2020

- 2.1 The Planning Committee held its first virtual meeting on 29 April 2020 and considered three applications:
- 2.2 Application No. 20/00101/FUL: This application sought approval for the provision of nine new flats and a ground floor extension to an existing retail site and the creation of raised communal landscaped areas at the first floor.
There was one public speaker. The Committee approved the application.
- 2.3 Application No. 19/01516/FUL: This planning application sought approval for the demolition of two dwellings and existing car sales and repairs buildings on site and the erection of 12 residential units, including a block of eight flats to the front of the site and four dwellings to the rear, with associated landscaping and parking. There was one public speaker. The Committee approved the application.

- 2.4 Application No. 20/00342/ADV: The proposal considered by the Committee was an advertisement application for the display of a mural advertising Spelthorne Museum. The mural will be created as part of a community project by a local artist and school children. There were no public speakers and the Committee approved the proposal.

3. Planning Committee – 14 July 2020

- 3.1 The Committee appointed its Chairman, Cllr Tom Lagden, and Vice-Chairman, Cllr Michele Gibson, for the next municipal year.
- 3.2 The Planning Committee considered 4 applications:
- 3.3 Application No. 20/00058/FUL: This planning application sought approval to install 6 no. 15m high floodlight columns with 2 no. LED lights per column around an existing football pitch located on the Laleham Recreation Ground, off the Broadway, Laleham. There was one public speaker and Councillor Attewell spoke as ward councillor. The Committee approved the application.
- 3.4 Application No. 20/00449/FUL: This planning application sought approval for a change of use of the existing building from an Elderly Care Home to a Children's Home with associated alterations. There was one public speaker and Councillor Gething spoke as ward councillor. The Committee approved the application.
- 3.5 The Committee confirmed two Tree Preservation Orders without modification: TPO 264/2020 relating to land to the front of Rowland Hill Almshouses, Feltham Hill Road, Ashford and TPO 265/2020 relating to Littleton Recreation Ground, Laleham Road, Shepperton (rear of 55 Squires Bridge Road).

Councillor Tom Lagden

30 July 2020

Chairman of Planning Committee