



19 May 2021

*Please reply to:*

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To the Councillors of Spelthorne Borough Council

Summons to the Annual Council Meeting of Spelthorne Borough Council

I hereby summon you to attend a meeting of the Council to be held in the **Spelthorne Leisure Centre, Knowle Green, Staines-upon-Thames** on **Thursday, 27 May 2021** 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 that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Council meeting.*

**Following the singing of the National Anthem and before the Mayor starts the agenda proper, the Mayor's Chaplain will lead prayers.**

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

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## **AGENDA**

Description	Page nos.
<b>1. Election of the Mayor</b> (a) To elect the Mayor of the Borough for the Municipal Year 2021-22 (b) The Mayor to make the Declaration of Acceptance of Office.	
<b>2. Apologies for absence</b> To receive any apologies for non-attendance.	
<b>3. Minutes</b> To confirm as a correct record the minutes of the Council meeting held on 22 April 2021.	5 - 34
<b>4. Disclosures of Interest</b> To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for Members.	
<b>5. Election of the Deputy Mayor</b> (a) To elect the Deputy Mayor of the Borough for the Municipal Year 2021-22 (b) The Deputy Mayor to make the Declaration of Acceptance of Office.	
<b>6. Announcements from the Mayor</b> To receive any announcements from the Mayor.	
<b>7. Election of the Leader of the Council</b> To elect the Leader of the Council for the Municipal Year 2021-22.	
<b>8. Announcements from the Leader</b> To receive any announcements from the Leader.	
<b>9. Election of Deputy Leader of the Council</b> To elect the Deputy Leader of the Council for the Municipal Year 2021-22.	
<b>10. Minor amendments to the Constitution for implementation of the Committee system</b> To consider the adoption of the proposed minor changes to the Constitution required to operate implement the Committee System.	To Follow

## **11. Establishment of Committees 2021-22**

### **(1) Establishment of Committees and Sub-Committees**

To Follow

In accordance with Articles 6 and 9 of the Council's Constitution and pursuant to Part 4a – Standing Order 8.3, to appoint the following Committees and Sub-Committees of the size indicated below and with the Terms of Reference and functions set out in Part 3b of the Council's Constitution.

<b>Committee</b>	<b>Total voting members</b>
Corporate Policy and Resources Committee	15
Environment and Sustainability Committee	15
Community Wellbeing and Housing Committee	13
Economic Development Committee	9
Neighbourhood Services Committee	9
Administrative Committee	9
Audit Committee	7
Licensing Committee	13
Planning Committee	15
Standards Committee	9
Spelthorne Joint Committee	7
Development Sub-Committee	7

### **(2) Allocation of seats on Committees and Sub-Committees – Appendix A**

Pursuant to Section 15 of the Local Government and Housing Act 1989, to agree the representation of the different political groups on Committees.

*(Appendix A will be circulated in advance of the Annual Council meeting)*

### **(3) Appointment of members to Committees and Sub Committees – Appendix B**

In accordance with the Council's Constitution, to appoint the members to serve on the above-mentioned Committees, and Sub-Committee, including Mr. Ian Winter as the non-elected Chairman of the Standards Committee and Mr. Dylan Price as the non-elected Vice-Chairman of the Standards Committee.

*(Appendix B, the nominations to Committees, will be circulated in advance of the meeting).*

### **(4) Appointment of Chairs and Vice-Chairs to Committees and Sub-Committees – Appendix C**

In accordance with the Council's Constitution, to appoint the Chairs and Vice Chairs to serve on the above-mentioned Committees and Sub-Committees.

*(Appendix C will be circulated in advance of the Annual Council meeting)*

#### **(5) Appointment of Substitutes to Committees – Appendix D**

In accordance with the Council's Constitution, to appoint the Substitute members to serve on the above-mentioned Committees.

*(Appendix D will be circulated in advance of the Annual Council meeting)*

### **12. Members Allowances**

Council is asked to consider the recommendations of the Independent Remuneration Panel on the Members' Allowances Scheme for 2021-22, as set out in full in the attached report.

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