



Please reply to:

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Date: 31 May 2023

Notice of meeting

Administrative Committee

Date: Thursday, 8 June 2023

Time: 7.00 pm

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

To the members of the Administrative Committee

Councillors:

S. Bhadye (Chairman)	J.R. Boughtflower	A. Gale
L. E. Nichols (Vice-Chairman)	L. Brennan	R. Geach
M. Arnold	J. Caplin	J. Turner
E. Baldock	J.T.F. Doran	B. Weerasinghe

Substitute Members: Councillors M. Bing Dong, K. Grant, M. Beecher, S. Doran, T. Burrell

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 Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

www.spelthorne.gov.uk customer.services@spelthorne.gov.uk Telephone 01784 451499

Agenda

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Terms of Reference

The Committee's Terms of Reference are attached to assist.

1. Apologies for absence

To receive apologies for absence and notification of any substitutions.

2. Minutes

7 - 10

To confirm the minutes of the meeting held on 19 January 2023 as a correct record.

3. Disclosures of interest

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.

4. Appointments to Outside Bodies 23-24

11 - 12

To consider the nominations to outside bodies for the 2023-24 municipal year, as proposed by group leaders.

5. Appointment of Representative Trustees to Sunbury Fuel Allotment Trust

13 - 14

To consider the appointment of Mr Tim Evans, Mr Alfred Friday, Ms Kaye Friday, and Mr Paul Thompson for a period of four years as requested by the Charity.

6. Forward Plan

15 - 16

To consider the Forward Plan for committee business.

7. Exclusion of Press and Public

To move the exclusion of the Press/Public for the following item, in view of the likely disclosure of exempt information within the meaning of Paragraph 2 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.

8. Building Control Service

17 - 22

This report contains 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 Paragraph
2 – information that is likely to reveal the identify of an individual.