

**Minutes of a Meeting of the Executive  
held at Surrey Heath House on 15 June  
2021**

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+ Cllr Alan McClafferty (Chairman)

* Cllr Colin Dougan,	* Cllr David Mansfield,
+ Cllr Shaun Garrett	+ Cllr Adrian Page
+ Cllr Rebecca Jennings-Evans	+ Cllr Robin Perry

+ Present

\* In attendance virtually but did not vote

In Attendance: Cllr Colin Dougan, Cllr David Mansfield, Cllr Graham Alleway, Cllr Peter Barnett, Cllr Rodney Bates, Cllr Cliff Betton, Cllr Sharon Galliford, Cllr Emma-Jane McGrath, Cllr Sashi Mylvaganam, Cllr Victoria Wheeler, Cllr Helen Whitcroft and Cllr Valerie White

**17/E Minutes**

The open and exempt minutes of the meeting held on 25 May 2021 were confirmed and signed by the Chairman.

**18/E Questions by Members**

The Support & Safeguarding Portfolio Holder, Councillor Shaun Garrett, received a question from Councillor Rodney Bates on community defibrillators in the borough, following which he undertook to look into the issue of the location of defibrillators across the borough.

The Places & Strategy Portfolio Holder, Councillor Rebecca Jennings-Evans, responded to 2 questions from Councillor Helen Whitcroft. In response to the first question, Councillor Jennings-Evans advised that the recently agreed disabled swing was expected to be installed at Frimley Lodge Park within the next few weeks. In response to Councillor Whitcroft's second question, Members were updated on the emptying of bins and litter picking within the Council's parks.

**19/E Extension of the review period for the Parking Subsidy Season Ticket**

The Executive was reminded that, at its meeting on 23 June 2020, it had agreed to provide a low cost parking ticket for lower paid workers across the borough, which would be reviewed after 12 months operation. Members recognised that, due to the Covid-19 pandemic, the effectiveness of the permits had not been fully assessed and it was therefore proposed to extend the review period for a further 12 months.

It was reported that the eligibility criteria had been updated to reflect the increase to the National Living Wage since June 2020.

**RESOLVED that the Parking Subsidy Season Ticket be extended  
for a further 12 months and reviewed by 30 June 2022.**

**20/E Drainage Works programme for 2021/22 and feedback on works undertaken in 2020/21**

The Executive received a report detailing the proposed schedule of drainage works for 2021/22. It was reported that the proposed drainage works programme for 2021/22 could be met from the budget agreed by the Council in February 2021.

Members noted the progress of flood prevention measures, including the new partnership working arrangements, flood relief schemes proposed and previous works undertaken during 2020/21.

**RESOLVED that**

- (i) the proposed drainage works programme for 2021/22, as set out at Annex A to this report, be agreed, to be funded from the budget agreed by Full Council in February 2021;**
- (ii) the remaining Department of Environment Farming and Rural Affairs grant be used for flood alleviation works within Chobham;**
- (iii) the new working partnership arrangements with the Environment Agency and Surrey County Council be supported; and**
- (iv) the outcome of the Environment Agency flood alleviation study for the Chobham (Bourne) catchment area be noted.**

**21/E Community Infrastructure Levy monitoring report**

The Council had been collecting Community Infrastructure Levy (CIL) funding since the Charging Schedule had come into effect on 1 December 2014. The CIL Regulations required the Council, as the collecting authority, to pay money over to the parishes, decide how to use the Fund, and to publish details of its CIL income and expenditure. The Council had received a total of £726,106.10 for the reporting period between 1 October 2020 and 31 March 2021.

It was noted, that during this reporting period, the national lockdown had taken place due to Covid 19, with the building industry temporarily shut down. As a consequence, this had impacted on the amount of CIL receipts collected by the Council during this reporting period.

It was reported that the amounts presented in Annex 1 to the report did not include total CIL income but only income received during the reporting period, which may be an instalment payment; it was agreed that, in order to help clarify this information, an additional column containing the total amount expected would be included in future reports.

**RESOLVED to note**

- (i) **the income received in the period 1<sup>st</sup> October 2020 to 31<sup>st</sup> March 2021 as set out in Annex 1 to the agenda report;**
- (ii) **the amended CIL regulations due to the impact of Covid19 on the development industry;**
- (iii) **the possible implications of State Aid for CIL payments; and**
- (iv) **that no change is recommended to the Neighbourhood CIL pooling arrangements at this time.**

**22/E Closure Order for St Peter's Churchyard, Frimley**

The Executive was informed that the Parochial Church Council of the Parish of Frimley had written to the Council to establish whether it had any objection to the closure of the burial ground at the St Peter's Churchyard. The Closure Order for St Peter's Churchyard was being requested on the grounds that there was no proper space for new graves. Members discussed the request and, whilst no objection was raised to the closure of the graveyard for burials, it was agreed to ascertain whether the churchyard would continue to be open for the interment of ashes.

It was noted that the Council had assisted with graveyard maintenance cost at St Peter's Church through a discretionary grant and it was agreed to make no change to this arrangement.

**RESOLVED that**

- (i) **subject to further clarification on the burial of ashes in the Churchyard, the Executive Head – Community be asked to report back to the Parochial Church Council of the Parish of Frimley that the Council has no objection to the closure of the burial ground in the graveyard of St Peter's Church, Frimley on the grounds that there is no proper space for new graves; and**
- (ii) **the current discretionary grant scheme for the upkeep of the churchyard within the Council's approved budget be continued.**

**23/E Exclusion of Press and Public**

In accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the press and public were excluded from the meeting for the following items of business on the ground that they involved the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 as set out below:

Minute	Paragraph(s)
17/E (part)	3

24/E	3
25/E	3
26/E	3

Note: Minute 24/E is a summary of matters considered in Part II of the agenda, the minutes of which it is considered should remain confidential at the present time.

## **24/E Cambridge Square Refurbishment**

The Executive considered proposals for the completion of the refurbishment of The Square Shopping Centre. The refurbishment would mainly focus upon Cambridge Square, but would also include Obelisk Way and Bietigheim Way.

### **RESOLVED that**

- (i) the Executive Head of Business, in consultation with the Portfolio Holder for Business & Transformation, be authorised to undertake a procurement process to source a contractor to undertake the design and build of the outstanding shopping centre refurbishments and thereafter award the contract; and**
- (ii) the expenditure of the budget for the refurbishment of the works be delegated to the Chief Executive in consultation with the Leader and Business & Transformation Portfolio Holder.**

**RECOMMENDED to Full Council that the amount identified in the agenda report, as amended, from reserves be added to the capital programme for 2021/22 representing the estimated cost of the refurbishment works.**

## **25/E Enforcement Matters**

The Executive considered an exempt report concerning enforcement matters and noted the contents of the report.

**RESOLVED that the recommendations set out in the exempt agenda report be agreed.**

Note: Councillor Adrian Page declared an interest in respect of this item and left the Council Chamber during consideration of the item.

## **26/E Review of Exempt Items**

The Executive reviewed the reports which had been considered at the meeting following the exclusion of members of the press and public, as it involved the likely disclosure of exempt information.

**RESOLVED that**

- (i) the decision at minute 24/E be made public, with any financial details and the associated agenda report remain exempt for the present time, with any future release of information authorised following review by the Chief Executive and Head of Legal Services; and**
- (ii) the report associated with 25/E remain exempt for the present time, with any future release of information authorised following review by the Chief Executive and Head of Legal Services.**

Chairman