

**MINUTES OF A MEETING OF SURREY
HEATH BOROUGH COUNCIL held at
Surrey Heath House, Camberley on
24 July 2019**

+ Cllr Robin Perry (Mayor)
+ Cllr Valerie White (Deputy Mayor)

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|-------------------------------|--------------------------|
| + Cllr Dan Adams | + Cllr Ben Leach |
| + Cllr Graham Alleway | + Cllr David Lewis |
| + Cllr Peter Barnett | + Cllr David Mansfield |
| + Cllr Rodney Bates | + Cllr Emma-Jane McGrath |
| + Cllr Cliff Betton | + Cllr Charlotte Morley |
| + Cllr Richard Brooks | + Cllr Alan McClafferty |
| + Cllr Vivienne Chapman | + Cllr Sashi Mylvaganam |
| + Cllr Sarah Jane Croke | + Cllr Adrian Page |
| - Cllr Paul Deach | + Cllr Darryl Ratiram |
| + Cllr Colin Dougan | + Cllr Morgan Rise |
| + Cllr Tim FitzGerald | - Cllr John Skipper |
| + Cllr Sharon Galliford | + Cllr Graham Tapper |
| + Cllr Shaun Garrett | + Cllr Pat Tedder |
| + Cllr Edward Hawkins | + Cllr Victoria Wheeler |
| + Cllr Josephine Hawkins | + Cllr Helen Whitcroft |
| + Cllr Rebecca Jennings-Evans | + Cllr Kristian Wrenn |
| + Cllr Sam Kay | |

+ Present
- Apologies for absence presented

24/C Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Paul Deach and John Skipper.

25/C Suspension of Standing Orders

It was moved by the Mayor, seconded by the Deputy Mayor and

RESOLVED that Council Procedure Rule 21.2 (the requirement to stand), be suspended for the meeting.

26/C Minutes

It was moved by the Mayor, seconded by the Deputy Mayor, and

RESOLVED that the open and exempt minutes of the meetings of the Council held on 15 May, 12 June and 19 June 2019 be approved as a correct record.

27/C Mayor's Announcements

The Mayor reported on the numerous events he had attended since his election in May. He had supported a number of local events, including Surrey Heath Show, Camberley Carnival, Frimley Green Carnival, and CAMFEST.

Other events attended by the Mayor included a service at Guildford Cathedral to commemorate the D Day landings. Members were reminded that, on 24 June 2019, the Council's Fly the Flag for Armed Forces event had been held at Surrey Heath House. He also reported on the borough's successes at the Surrey Youth Games.

The Mayor informed Members that he had recently attended the opening of the new play facility at Frimley Lodge Park and had also visited Lightwater Country Park for the official celebration of the Park achieving its Green Flag.

The Council was informed that the Mayor had attended the Civic Services in Elmbridge, Epsom & Ewell, Runnymede, Spelthorne and Woking boroughs. His own Civic Service had been held at High Cross Church, Camberley on 16 June 2019 and he extended his thanks to everyone who had helped make the event a success.

Members were informed that the Mayor's charity team was organising fundraising events, including the Mayor's Charity Bowl, taking place at Tenpin Bowl in The Atrium on 30 October 2019, and the Mayor's Charity Ball, which would take place at Windlesham Golf Club in March 2020.

28/C Leader's Announcements

The Leader reported that recent commitments had included the EM3 Local Enterprise Partnership AGM in June, the presentation on the new Meadows gyratory system, and the official celebration of Lightwater Country Park achieving Green Flag status.

In early July the Leader had attended the Local Government Association Conference in Bournemouth. He reported that, along with a number of other local authorities, he had attended a private discussion with Kier, which had helped better understand the company's financial position going forward.

Members were informed that the recent LEP Programme Management Board meeting had considered the latest round of bids.

29/C Questions from Councillors

Councillor Vivienne Chapman, the Environment & Health Portfolio Holder provided a written response to a question submitted by Councillor Rodney Bates under Procedure Rule 11. The question concerned the accuracy of recent media reports of an alleged dispute between Amey and the 4 authorities in the Joint Waste Contract, how Amey was performing within Surrey Heath in terms of the latest available key performance indicators, and whether the Council accepted the accuracy of this data.

Councillor Bates asked a supplementary question on how the situation had arisen where there was uncertainty on the data supporting the contract and whether the appointment of a consultant to review the robustness of the data would incur additional costs for this Council. Councillor Chapman agreed to provide an answer in writing.

30/C Executive, Committees and Other Bodies

- (a) Executive – 28 May, 18 June and 16 July 2019

It was moved by Councillor Richard Brooks, seconded by Councillor Charlotte Morley, and

RESOLVED that the open and exempt minutes of the meetings of the Executive held on 28 May, 18 June and 16 July 2019 be received and the recommendations therein be adopted as set out below:

- **9/E - Doman Road Depot - Bulking Shed**

RESOLVED that the capital programme be increased by £270,000 to include the construction of a permanent bulking bay at the Doman Road Depot.

- **12/E - Review of the Corporate Capital Programme 2018/19**

RESOLVED that

- (i) **the carry forward budget provision of £36,026,300 from 2018/19 into 2019/20 be approved;**
- (ii) **the revised 2019/20 Capital Programme of £38,374,300 be noted;**
- (iii) **an increased operational boundary and authorised borrowing limits following the decision to build a replacement leisure centre of £245m and £250m be approved; and**
- (iv) **a revised set of Prudential Indicators for 2019/20 to 2021/22 be approved, as follows:**

Prudential Indicator	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
Capital Expenditure	38.4	0.64	0.6
Capital Financing Requirement	225	221	217
Ratio of net financing costs	23.2%	36.7%	34.2%

to net revenue stream			
Financing Costs	2.52	4.12	3.90
Operational Boundary	245	245	245
Authorised Limit	250	250	250

(b) Planning Applications Committee – 4 April, 29 May and 20 June 2019

It was moved by Councillor, seconded by Councillor, and

RESOLVED that the minutes of the meetings of the Planning Applications Committee held on 4 April, 29 May and 20 June 2019 be received.

(c) External Partnerships Select Committee – 11 June 2019

It was moved by Councillor Rebecca Jennings-Evans, seconded by Councillor Sarah Jane Croke and

RESOLVED that the minutes of the meetings of the External Partnerships Select Committee held on 11 June 2019 be received.

(d) Licensing Committee – 26 June 2019

It was moved by Councillor David Mansfield, seconded by Councillor David Lewis and

RESOLVED that the minutes of the meeting of the Licensing Committee held on 26 June 2019 be received.

31/C Community Governance Review

The Council considered a report on a Community Governance Review (CGR) for Windlesham parish. The CGR had been triggered by the receipt of a petition from electors within Windlesham village asking the Council to conduct a CGR to “create separate and devolved Parish Council for Windlesham Village and residents only.” The Council was required to conduct a CGR in response to a valid community governance petition.

Members were reminded that, in February 2019, the Council had considered a request from Windlesham Parish Council to conduct a CGR with a view to reinstating an equal number of councillors representing each village within the parish (minute 65/C refers); this request had been deferred pending further legal advice. As this item was still outstanding, the Returning Officer had considered it appropriate to include it alongside the action requested by the petitioners as part of this CGR.

The draft Terms of Reference for the CGR proposed 4 options, namely:

1. Option 1 - To create a new parish in Windlesham and create a new Parish Council covering the area.
2. Option 2 - To re-instate an equal number of councillors representing each village within the Parish.
3. Option 3 - To create a new parish ward for North Windlesham and amend the councillor representation in the parish wards to best reflect electoral equality in the parish.
4. Option 4 - To make no change to the current arrangements.

Option 3 had been included as a slight variation to the Parish Council's request, which would better meet the requirements of electoral equality.

It was moved by Councillor Victoria Wheeler and seconded by Councillor Pat Tedder that:

- (i) a community governance review of the Windlesham area within the parish of Windlesham be conducted in accordance with the requirements of Chapter 3 of Part 4 of the Local Government and Public Involvement in Health Act 2007;
- (ii) the draft Terms of Reference, as set out in the agenda report, be amended to remove Options 2 and 3;
- (iii) the final wording of the Terms of Reference of the Community Governance Review be delegated to the Returning Officer in consultation with Ward Councillors; and
- (iv) the Returning Officer be authorised to conduct the Community Governance Review on the Council's behalf and to take all necessary action to comply with the Council's statutory obligations in that regard.

The proposal to remove Options 2 and 3 from this review had been moved as it was felt by some Members that the Parish Council's request should be treated as a separate matter. Furthermore, it was suggested that the action requested in those options was unlikely to be accepted by the Local Government Boundary Commission for England, as they did not best reflect electoral equality across the parish.

Members were informed that legal advice obtained by the Council had confirmed that the options included in the review were not limited to the request contained within the petition. Furthermore, the advice had stated that the proposal to include Windlesham Parish Council's request in this review was sound.

It was moved by Councillor Rebecca Jennings-Evans and seconded by Councillor Valerie White that the motion be amended to include Options 2 and 3, as set out in the draft Terms of Reference included in the agenda report, and that the decision at minute 65/C be discontinued as a consequence of it being subsumed by this CGR.

The amendment was put to the vote and carried. As a consequence, it became the substantive motion, which was then put to the vote and carried.

RESOLVED that

- (i) a community governance review of the Windlesham area within the parish of Windlesham be conducted in accordance with the requirements of Chapter 3 of Part 4 of the Local Government and Public Involvement in Health Act 2007;
- (ii) the Terms of Reference of the Community Governance Review including the proposed timetable, as set out in Annex C to this report, be approved and published;
- (iii) the Returning Officer be authorised to conduct the Community Governance Review on the Council's behalf and to take all necessary action to comply with the Council's statutory obligations in that regard; and
- (iv) as a consequence of the item being subsumed by this review, the decision deferred by the Council at its meeting on 27 February 2019 be discontinued.

Note 1: In accordance with the Members' Code of Conduct, Councillors Peter Barnett, Sharon Galliford, Rebecca Jennings-Evans, Sam Kay, and Valerie White declared that they were members of Windlesham Parish Council.

Note 2: it was noted for the record that the following declarations were made:

- (i) Councillor Emma-Jane McGrath declared that the petition had been available in her shop;
- (ii) Councillor Pat Tedder declared that she had collected signatures for the petition;
- (iii) Councillor Victoria Wheeler declared that she met with members of the Windlesham Society and had discussed the matter with residents whilst canvassing for the May 2019 elections; and
- (iv) Councillor Valerie White declared that she had met the petitioners before the publication of the draft Terms of Reference in the agenda.

32/C Leader's Question Time

No questions were received by the Leader.

33/C Exclusion of Press and Public

In accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following item of business on

the ground that it involved the likely disclosure of exempt information as defined in the paragraphs of Part 3 of Schedule 12A of the Act as set out below:

<u>Minute</u>	<u>Paragraphs</u>
26/C (part)	3
30/C (part)	3

Mayor