

Agenda

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Surbiton Neighbourhood Committee

Date: Wednesday 13 June 2018

Time: 7:30 pm

Place: Dysart School, 190 Ewell Road, Surbiton

Members of the Committee

Alexandra Ward	Councillor Mark Beynon Councillor Sam Foulder-Hughes Councillor Sharron Sumner
Berrylands Ward	Councillor Sushila Abraham Councillor Anita Schaper Councillor John Sweeney
St Mark's Ward	Councillor Liz Green Councillor Diane White Councillor Yogan Yoganathan
Surbiton Hill Ward	Councillor Hilary Gander Councillor Alison Holt Councillor Malcolm Self

Everyone is welcome to attend the meeting

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Agenda

1. **APPOINTMENT OF CHAIR AND VICE CHAIR FOR 2018/19 MUNICIPAL YEAR**

To appoint a Neighbourhood Committee Chair and Vice Chair for the municipal year 2018/19.

2. **QUESTION TIME**

A period of no more than 30 minutes for questions on issues unrelated to items on the agenda.

3. **PETITIONS**

To receive any petitions.

4. **APOLOGIES FOR ABSENCE**

5. **DECLARATIONS OF INTEREST**

Members are asked to declare any disclosable pecuniary interests and any other non-pecuniary interests (personal interests) relevant to items on the agenda.

6. **MINUTES**

To confirm the minutes of the meeting held on 13 March 2018.

7. **NEIGHBOURHOOD MANAGER'S REPORT**

8. **NEIGHBOURHOOD WORKING ARRANGEMENTS**

Appendix A

To enable the Committee to determine arrangements for managing its business for the new municipal term (ie the period to May 2022).

9. **PLANNING APPLICATIONS**

Appendix B

10. **KING CHARLES ROAD - REVIEW OF EXISTING TRAFFIC MANAGEMENT MEASURES** **Appendix C**

To approve amendments to the existing traffic calming measures on Kings Charles Road subject to consultation with local residents.

11. **APPOINTMENT OF REPRESENTATIVES ONTO THE TOLWORTH HOSPITAL COMMUNITY FORUM** **Appendix D**

To appoint Neighbourhood Committee representatives onto the Tolworth Hospital Community Forum.

12. **EXCLUSION OF THE PRESS AND PUBLIC**

The following resolution is included as a standard item which will only be relevant if any exempt matter is to be considered at the meeting for which the Committee wish to resolve to exclude the press and public:

To exclude the public from the meeting under Section 100(A)(4) of the Local Government Act 1972 on the grounds that it is likely that exempt information, as defined in paragraph x of Part I of Schedule 12A to the Act, would be disclosed and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

13. **URGENT ITEMS AUTHORISED BY THE CHAIR**

To consider any urgent items authorised by the Chair.

Welcome to this meeting.

The following information explains the way some things are done at the meeting and some of the procedures.

Information about the Surbiton Neighbourhood Committee

The Committee is made up of your local elected Councillors and is responsible for making decisions about local services, which can be tailored to the local area.

Accessibility

- All meetings have access for people who may have mobility difficulties. If there are stairs, a lift or stairlift is available. Disabled parking spaces are available on site.
- Toilet facilities will be easily accessible from the meeting room.
- For people who are deaf or have hearing impairments, there is an induction loop (depending on the building, this may only be available in the first 2 or 3 rows).
- **A large print copy of the agenda** can be requested in advance.

Emergency evacuation arrangements - If the fire alarm sounds, please leave the building by the nearest exit. If you require assistance please remain seated and an Officer will assist you from the building.

Recording of the meeting - This meeting will be recorded and the recording will be available on the web site (www.kingston.gov.uk) with the agenda and minutes.

Filming - Residents and journalists/media wishing to film meetings are permitted to do so but are asked to give advance notice of this and respect any concerns expressed by people on being filmed.

Information for members of the public - Details on access to the meeting, asking questions, speaking on items, call in and other information are just after the list of items.

There is a **Question Time** of up to 30 minutes from 7.30pm – 8pm.

Running order - Items may be taken in a different order depending on the interests of the members of the public present at the meeting. Please fill out a green form, available at the start of the meeting, if you would like to request that a particular item is heard earlier.

Contact for further information - For further about Council Committees and meetings please contact: **James Geach tel 020 8547 5062, e-mail: james.geach@kingston.gov.uk**

More meeting information

Public participation during the meeting - During the course of the meeting, the Chair, at his/her discretion, may allow contributions, on items listed on the agenda. To attract the Chair's attention please raise your hand.

Do you want to ask a question or are you here for a particular item? - There are green slips available that can be used to ask a question or to ask for an item to be taken earlier in the meeting. Please fill in the relevant part and hand this in to the Committee Secretary at the top table.

Question time - Questions may be submitted in writing before the meeting or handed in at the start of the meeting on the green forms provided. For enquiries please contact **James Geach** tel 020 8547 5062, e-mail: james.geach@kingston.gov.uk

Where a full reply cannot be given at the meeting, a written reply will be sent to the questioner, members of the Committee and the local press. The Chair may disallow any question which, in his/her opinion, is scurrilous, capricious, irrelevant or otherwise objectionable.

Speaking at meetings - Speaking at a meeting can be a daunting prospect and every effort is made to make this as easy as possible. Speech friendly arrangements will take account of people who may have a speech impairment, e.g. they may have a stammer. If you have any individual requirements or feel that standing or addressing the meeting may present a difficulty, please let us know beforehand. Arrangements will be made to help you as far as reasonably possible.

Phrases used at meetings - Like all organisations, the Council has its own 'jargon'. On the agenda and during debates you will see/hear the following phrases:

Interests - Councillors must say if they have an interest in any of the items on the agenda. Interests may be personal or pecuniary. Depending on the interests declared, it might be necessary for the Councillor to leave the meeting. The detail on interests is in Part 5A of the Constitution - Members' Code of Conduct.

Minutes - The minutes briefly summarise the item and record the decision. They do not record who said what during the debate.

Speaking on Planning Applications, Enforcement, or Tree Preservation Orders

There is a registration scheme for residents wishing to speak on planning applications, tree preservation orders or enforcement cases to be determined by the Committee.

(For other items on the agenda, including planning applications on which the Neighbourhood is being consulted before the application is considered by the Development Control Committee, residents may ask questions and give their views at the discretion of the Chair.)

The arrangements for speaking on applications are based on both sides having equal time to make their points to Councillors. To make sure that the meeting runs in a way which is fair to everyone, these arrangements will be followed without any exceptions being made. The full scheme is on the Council website at the 'Council and Decision making' webpages.

Everyone wishing to speak on an application, Enforcement Action or Tree Preservation Order must have registered **THREE** days before the meeting. **Objectors must have responded to the consultation on an application**

Registration deadline: **10:00am, Monday 11 June 2018**

To register please contact: **James Geach tel 020 8547 5062, e-mail: james.geach@kingston.gov.uk**

Time for speaking - FIVE minutes is allowed for **each side** on each application. This time has to be shared by however many there are on each side. If there are a large number of speakers people must decide amongst themselves on a spokesperson or some other arrangement.

The Chair of the meeting has **no discretion** to extend the time limit.

Speakers may find it helpful to have made some notes on what they want to say, so that they make the most of the speaking time. The notes attached to the original consultation letter from the Planning Officer will have explained the things that the Committee can't take account of - loss of view, property values etc.

The order of speaking is:

	Planning applications	Enforcement/Tree Preservation Orders
1.	Planning Officer to present item	Planning Officer to present item
2.	Objector(s) (5 minutes)	Land/property owner (5 minutes)
3.	Applicant (5 minutes)	The Council as applicant and/or supporters of the action proposed (5 minutes)
4.	Questions from Committee:	Questions from Committee
5.	Objector(s) (5 minutes) Applicant (5 minutes)	Land/property owner (5 minutes) The Council as applicant and/or supporters of the action proposed (5 minutes)
6.	Sweep up by Planning Officer	
7.	Questions from Committee to Officers	
8.	Debate and decision by Committee	