Agenda

For enquiries on this agenda, please contact:
Jean Cousens tel. 020 8547 5023
e-mail: jean.cousens@kingston.gov.uk

Published on Wednesday 30 May 2018

South of the Borough Neighbourhood Committee

Date: Thursday 7 June 2018
Time: 7:30 pm
Place: Hook Centre, Hook Road, Chessington KT9 1EJ

Members of the Committee

Chessington North & Hook Ward
Councillor Stephanie Archer
Councillor Margaret Thompson
Councillor Sharon Young

Chessington South Ward
Councillor Patricia Bamford
Councillor Andreas Kirsch
Councillor Christine Stuart

Tolworth & Hook Rise Ward
Councillor Lorraine Dunstone
Councillor Dennis Goodship
Councillor Thay Thayalan

Everyone is welcome to attend the meeting

This agenda is available to view on: www.kingston.gov.uk
You can also access this agenda through the Modern.gov app or by scanning the QR code with your smartphone.
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.

Emergency evacuation procedures

2. 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).

3. Community Manager's Report

The Community Manager will report on issues arising.

4. Public Questions

There is a period of up to 30 minutes for public questions on matters relevant to the Committee’s remit which are not related to items featuring on the agenda.

Advance notice of questions, while not essential, is encouraged, in order that replies can be sought from relevant officers ready for the meeting.

On a trial basis, if there is any time remaining of the 30 minutes, residents will be invited to report any local news items which they consider will be of interest to those attending the meeting.

5. Petitions

To receive any petitions submitted by councillors or members of the public.

6. Apologies for Absence

7. Declarations of Interest

Members are invited to declare any disclosable pecuniary interests and any non-pecuniary interests (personal interests) relevant to items on this agenda.

8. Minutes

To confirm as a correct record the minutes of the meeting held on 14 March 2018.


Hook Rise North

To comment on this planning application; the Committee’s comments will be referred to the Development Control Committee which will determine the application.
10. Planning Consultation (16/10482/FUL): Development Land at 1 Hook Rise South

To comment on this planning application; the Committee’s comments will be referred to the Development Control Committee which will determine the application.

11. Sanger Avenue and Durbin Road Petitions

To provide an update on the issues raised in the petitions received from residents in relation to the Durbin Road and Sanger Avenue petitions, and for the Neighbourhood Committee to agree the way forward.

12. Gilders Road roundabout - pedestrian accessibility review

To consider the findings of the pedestrian accessibility review, along with other requested measures, at the Gilders Road roundabout and agree improvements.

13. South of the Borough Community Plan

To consider the reviewed and updated Neighbourhood Community Plan, which is based on the priorities identified by residents through the Neighbourhood Conversation held on 21 February 2018.

14. Appointments to Outside Bodies (Tolworth Hospital Community Forum)

To appoint the three Tolworth and Hook Rise Ward Members to the Tolworth Hospital Community Forum

15. Appointment process for Community Advisers

To agree a process for appointment of an Advisory Member(s) to the Neighbourhood Committee.

16. Urgent Items authorised by the Chair

To consider any items which, in the view of the Chair, should be dealt with as a matter of urgency because of special circumstances in accordance with S100B(4) of the Local Government Act 1972.

17. Information Items

- Dates of next meetings
- Urgent Action Taken Under Standing Order 32: Field 3680 Malden Rushett
- Traffic Schemes updates (to follow)
18. **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 *….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.

(*relevant regulatory paragraph to be indicated)

**Dates of Future Meetings  (start time: 7.30pm)**:

- Thursday 6 September 2018: Chessington Methodist Church, Church Lane, Chessington KT9 2DJ
- Thursday 18 October 2018: this is a proposed change of date to the meeting scheduled for 1 November 2018 – the venue is TBC: (request to Tolworth Girls School, Tala Close, Surbiton KT6 7LQ)
- Tuesday 22 January 2019 – venue to be confirmed: Chessington Methodist Church, Church Lane, Chessington KT9 2DJ
- Thursday 7 March 2019 Conversation - Southborough School  Hook Road, Surbiton, Surrey, KT6 5AS
- Wednesday 27 March 2019 – venue to be confirmed: Chessington Methodist Church, Church Lane, Chessington KT9 2DJ (to be confirmed)
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 South of the Borough Neighbourhood Committee

The South of the Borough Neighbourhood 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.

Do you want to ask a question?

There is a Question Time of up to 30 minutes from 7.30pm – 8pm. Questions may be submitted in writing before the meeting or handed in at the start of the meeting on the green forms provided. (There are some green slips on the chairs and there are more copies.) Please fill in the relevant part and hand this in to the Committee Secretary at the top table. For enquiries please contact Jean Cousens tel. 020 8547 5023; e-mail: jean.cousens@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.

Running order

Are you here for a particular item? 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 at the start of the meeting and hand this to the Committee Secretary if you would like to request that a particular item is heard earlier in the meeting.

Taking part in the meeting

During the course of the meeting, the Chair, at his/her discretion, may allow contributions, including questions on items listed on the agenda. To attract the Chair’s attention, please raise your hand.

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.

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.
More meeting information

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 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.**

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.

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.

- **Call In** - Most of the decisions made at the Committee, except decisions on planning applications, planning enforcement, tree preservation orders and any licensing applications, can be called in for review by 100 people who live, work or study in the Borough. The call in period is 10 days after the meeting - the deadline for the call in for decisions will be set out on the relevant reports. Decisions are not, therefore, acted upon until it is clear that they are not going to be called in.

  The call in means the decision will be reviewed by a full meeting of the Council. The Council at this meeting cannot change the original decision; it may decide that no further action is necessary, in which case the decision will be implemented, or it will refer the issue back to the Committee with its views and a request that the decision is reconsidered taking account of these views.

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 TPOs

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.** To register please contact: Jean Cousens tel. 020 8547 5023, e-mail: jean.cousens@kingston.gov.uk

**Registration deadline** : 10am Monday 4 June 2018

**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 is 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:**

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