Agenda

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Published on Wednesday 27 November 2019

SURBITON NEIGHBOURHOOD COMMITTEE

Date:        Thursday 5 December 2019
Time:        7:30 pm
Place:       Glenmore House, The Crescent, Surbiton KT6 4BN

Members of the Committee

Alexandra Ward
Councillor Mark Beynon
Councillor Sam Foulger-Hughes (Chair)
Councillor Sharron Falchikov-Sumner

Berrylands Ward
Councillor Sushila Abraham
Councillor Anita Schaper
Councillor John Sweeney (Vice Chair)

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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Welcome to this meeting

Notice of Audio Recording
This meeting is being recorded and the audio recording will be publicly available on the Council’s website and may also be used by the Council for training purposes. By publicly speaking at the meeting, you are consenting to being recorded and the audio recording being used for these purposes.

Information about the Committee: The Committee is made up of your local elected councillors. As one of four Neighbourhood Committees of the Council, it helps the Council in its service delivery locally.

Public participation during the meeting:

- Public Question time
  - There is a question time of up to 30 minutes from 7.30pm to 8.00pm to provide an opportunity for members of the public or representatives of organisations operating in the Borough to ask questions on matters which are the responsibility of this particular committee (except in relation to certain planning applications – see overleaf).
  - Please use the green slips (available on chairs in the public gallery) for submitting your question before the meeting starts.
  - Questions will normally be taken at the meeting in the order that they have been received. Questions must be put in person but you can ask someone to provide translation or other practical assistance to facilitate a question where required. If you do not attend the meeting or fail to identify yourself at the meeting, then the question will be deemed to be withdrawn.
  - If you have submitted more than one question, your second and subsequent questions shall be considered only after all other questioners have had the opportunity to ask their questions, if time allows. You will have up to three minutes in which to ask any question. Any questions not dealt with within the 30 minute time limit will receive a written response.

- Public speaking on items on the Agenda
During the course of the meeting, the Chair, at his/her discretion, may allow contributions on items listed on the agenda. (except in relation to certain planning applications - see overleaf).
Such comments would be heard prior to the commencement of debate by Members.
  - You need to let the Democratic Services Officer know that you wish to make comments on an item. Please complete one of the green slips (available on chairs in the public gallery), giving details of your name, address and connection with the Borough (i.e whether you live, work or study here) and hand it to the Democratic Services Officer ideally before the start of the meeting but before the start of the relevant item at the latest.

- Speaking at meetings 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.

The rules on public participation at Committee meetings can be found in the Council’s Constitution on the Council’s website. For enquiries, please contact Jean Cousens, Senior Democratic Services Officer, tel: 0208 547 5023 email: jean.cousens@kingston.gov.uk
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 2 December 2019**

To register please contact: Jean Cousens, email: jean.cousens@kingston.gov.uk tel.020 8547 5023

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:

<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) (5 minutes)</td>
<td>Land/property owner (5 minutes)</td>
</tr>
<tr>
<td>3. Applicant (5 minutes)</td>
<td>The Council as applicant and/or supporters of the action proposed (5 minutes)</td>
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<tr>
<td>4. Questions from Committee:</td>
<td></td>
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<tr>
<td>5. Objector(s) (5 minutes)</td>
<td>Land/property owner (5 minutes)</td>
</tr>
<tr>
<td>Applicant (5 minutes)</td>
<td>The Council as applicant and/or supporters of the action proposed (5 minutes)</td>
</tr>
<tr>
<td>6. Sweep up by Planning Officer</td>
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<tr>
<td>7. Questions from Committee to Officers</td>
<td></td>
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<tr>
<td>8. Debate and decision by Committee</td>
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</tbody>
</table>
Accessibility

- All meetings have access for people who may have mobility difficulties. Disabled parking spaces are available on site.
- Toilet facilities will be easily accessible from the meeting room.
- **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.

Filming

Members of the public 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 being filmed.

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 interest declared, it might be necessary for the Councillor to leave the meeting during the debate on any given item. Further information regarding declarations of interest can be found in Part 5A of the Constitution - Members’ Code of Conduct.

Call-in

Most of the decisions made at the Committee (except in relation to planning and licensing matters) can be “called in” for review by a minimum of 2% of the registered local government electors who live in the Neighbourhood (for Surbiton, that is 437 electors) or 9 Councillors.

Call-in does not apply to decisions of this committee in respect of planning or licensing matters. **These are subject to a separate legal appeals process.**

A Decision notice will be published on the Council’s website soon after the meeting with details of the decisions. A decision can be called in for a period of 10 working days after the meeting. 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 meeting of the Council’s Scrutiny Panel. The Panel 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 will refer the issue back to the decision making Committee (or, exceptionally, to a meeting of the Full Council) 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.
1. Presentation: Hillcroft College
A brief presentation will be given by the Principal of Richmond and Hillcroft Adult Community College (RHACC) on new adult learning opportunities at the Surbiton site.

2. Public Questions
A period of no more than 30 minutes for questions on issues unrelated to items on the agenda (please refer to the Welcome Information page)

3. Apologies

4. Declarations of Interest

5. Minutes
To confirm as a correct record the minutes of the meeting held on 7 November 2019.

6. Petitions
To receive petitions submitted by Councillors or members of the public who live, work or study in the Borough. The petition must contain at least 20 signatures *, and notice of the intention to submit the petition must be given in writing to democratic.services@kingston.gov.uk by 10am the day before the meeting.

*The Chair may waive the 20 signature threshold where the petition relates to a community or geographical area with a limited number of residents.

7. Neighbourhood Manager’s Report

8. Planning Application 19/01931/FUL: Claremont Court, 4 St James' Road Surbiton, KT6 4QP
Appendix A
To determine the planning application.

9. Community Grants
Appendix B
To consider an application for a Neighbourhood Community Grant

10. Information Item: Work Programme
Appendix C

11. 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.

12. Urgent Items Authorised by the Chair