



10 May 2022

Dear Councillor

**Summons to a Meeting of the Full COUNCIL**

I hereby summon you to attend the meeting of the Full Council to be held on **Wednesday, 18 May 2022 at 7.30 pm. The meeting will be held at Council Chamber, Runnymede Civic Centre, Addlestone.**

PAUL TURRELL  
Chief Executive  
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**A G E N D A**

1. **Election of Mayor**

The Council, at its meeting on 3 March 2022, resolved that Councillor Margaret Harnden be nominated at the Annual Council Meeting for the office of Mayor for 2022/2023.

2. **Declaration by Mayor of Acceptance of Office**

3. **Appointment of Deputy Mayor**

In accordance with Standing Order 7, Council is asked to consider candidates for the office of Deputy Mayor for 2022/23 as Mark Adams who had been nominated for this office by Full Council at its meeting on 3 March 2022, was no longer a Member of the Council.

If there is more than one nomination, the selection of Deputy Mayor will be conducted by secret ballot. In the event of an equality of votes on the nomination, the Mayor would exercise a casting or second vote.

**(To resolve)**

**Background Papers  
None**

4. **Declaration by Deputy Mayor of Acceptance of Office**

5. **Minutes**

To approve and sign the Minutes of the meeting of the Council held on 28 April 2022 ,as circulated by email on 10 May 2022.

6. **Apologies for Absence**

7. **Declarations of Interest**

Members are invited to declare any disclosable pecuniary interests or other registrable and non-registrable interests in items on the agenda.

8. **Mayor's Announcements**

9. **Petitions**

To receive any petitions from Members of the Council under Standing Order No 19.

10. **To Answer Questions Asked by Members Under Standing Order No 13**

11. **Constitution of the Council**

To note that the Constitution, approved at Council on 28 April 2022, will apply for the Municipal Year 2022/2023.

**(For information)**

Background papers- Constitution.

12. **Appointment of Committees**

Following the Borough Election on 5 May 2022, to receive the report of the Corporate Head of Law and Governance, which will be circulated separately in due course, on appointment of Committees, the political composition thereof and the appointment of Members in political groups to such Committees

13. **Licensing Committee**

The Licensing Committee is separately constituted under the Licensing Act 2003. There is no statutory requirement for political balance but it has been the practice of the Authority to ensure that this Committee includes the different political groupings. In addition, the Members of the Regulatory Committee, which must be politically balanced, will also be Members of the Licensing Committee in accordance with Runnymede's Constitution. This assists consideration of common issues and shared training. Substitution on Licensing Committee at the behest of political groups will not be possible.

**RECOMMENDATION:**

**To appoint eleven Councillors to the Licensing Committee.**

**(To resolve)**

Background papers-none

14. **Englefield Green Committee**

The lease provides that the Members of the Committee are to be the Mayor, Deputy Mayor, and the Councillors representing the two Englefield Green Wards, together with 'two other persons to be selected by the lessees [i.e. the Council] from amongst the occupying tenants of the several houses from round the Green set out in the Schedule hereto and of such other houses (if any) around the Green as may from time to time be fixed or appointed by the lessor [i.e. the Crown Estate] but in making such selections the lessees shall have regard to the wishes of the general body of such occupying tenants which may be conveyed to the lessees in writing or be ascertained by the lessees in such way as they may consider expedient'.

If elected Member representation is entirely local, the political balance requirements will not apply to the Committee in 2022/2023. However, if either the Mayor or Deputy Mayor is not an Englefield Green Member it will be necessary for them to stand down from the Committee to avoid conflict with the Act in line with established practice.

As regards the residents representatives, for many years the Council's practice has been to write to all the 'qualifying tenants' identifying whether the existing appointees are willing to continue to serve and inviting any other nominations. The process for ascertaining residents' wishes is not a vote. If 'the general body' of qualifying residents expresses wishes, the Council must take those wishes into account. This means that it must fairly and properly consider the wishes. Having done so, it must use its judgment to make its own decision.

**The existing appointees are Mr S Brisby and Mr N Bromilow who have allowed their names to go forward for consideration. There have been no other nominations.**

**RECOMMENDATION:**

**To appoint the Englefield Green Committee with Englefield Green East and West Ward Members and two local residents' representatives.**

**(To resolve)**

Background papers - Crown Lease for Englefield Green

15. **Appointment of Chairman and Vice-Chairman of Committees**

The Council may appoint a Chairman and one or more Vice-Chairmen to each Committee (Standing Order 31.7). The Chairmen and Vice-Chairmen must be Members of the Committees they serve. It has been the previous practice for Englefield Green Committee to appoint its Chairman and Vice-Chairman at its June meeting so it is not included in the list below.

The Council can, if it so wishes, appoint all the Chairmen and Vice-Chairmen in a single resolution.

**RECOMMENDATION:**

**To appoint a Chairman and one or more Vice-Chairmen for each of**

**the following Committees:**

**Corporate Management Committee  
Environment and Sustainability Committee  
Housing Committee  
Community Services Committee  
Planning Committee  
Overview and Scrutiny Select Committee/Crime and Disorder  
Committee  
Licensing Committee  
Regulatory Committee  
Standards and Audit Committee.**

**(To resolve)**

Background papers - none

**16. Sub-Committees**

No Sub-Committees are to be created without the express approval of Council, unless referred to in the Constitution (Standing Order 22.2). The only "standing" Sub-Committees currently approved are the Licensing Sub-Committees of the Licensing Committee and the Hearings Sub-Committee of the Standards and Audit Committee. These sub - committees only meet as and when required and the memberships are drawn from the Licensing Committee and Standards and Audit Committee respectively.

The Sub-Committees will elect Chairmen and Vice-Chairmen at their next meetings, if and when arranged, in accordance with previous practice.

**(For information)**

Background papers-- none

**17. Runnymede Joint Committee**

Meetings of this Joint Committee will be held in July and November 2022, and March 2023.

The offices of Chairman and Vice- Chairman alternate between Runnymede and Surrey County Councils every year, with the Borough Council required to provide the Chairman in 2022/23. The Vice-Chairman will be appointed by Surrey CC.

**RECOMMENDATION:**

**To appoint 6 Members of the Council, one of whom to be Chairman in 2022/23, to the Runnymede Joint Committee for the Municipal Year 2022/23.**

**(To resolve)**

Background papers – Constitution of Runnymede Joint Committee.

**18. Surrey Environment Partnership Appointment and Nominations to Surrey Leaders' Group (SLG)**

To make the following appointment to the Surrey Environment Partnership and nominations to SLG:

a) **Surrey Environment Partnership 2022/23**

Councillor N King was the Council's representative in 2021/22, with Councillor Gillham attending in an observer capacity.

**RECOMMENDATION:**

**To appoint one Member to represent the Council on the Surrey Environment Partnership for 2022/23.**

**(To resolve)**

**Nomination to the SLG for possible appointment to the following bodies - Three Year Appointments to June 2025. Details of the positions have been circulated separately with this Summons. Any Members nominated by Annual Council will be required to complete a nomination form for submission to SLG who will then consider all nominations received and make appointments.**

- b) **ADULTS AND HEALTH SELECT COMMITTEE**  
**TWO** appointments available- must not be a member of Corporate Management Committee
- c) **SOUTH EAST RESERVE FORCES' AND CADETS' ASSOCIATION**  
**ONE** appointment available
- d) **SURREY CIVILIAN MILITARY PARTNERSHIP BOARD**  
**ONE** appointment available
- e) **INTEGRATED CARE PARTNERSHIP BOARD**  
**ONE** appointment available
- f) **SCC PENSION FUND – INVESTMENT ADVISORS GROUP**  
**ONE** appointment available

**RECOMMENDATION:**

**One nomination each be made to SLG for possible appointment to the bodies in b),c),d) e) and f) above.**

**(To resolve)**

Background papers - Email from SLG dated 11 April 2022.

19. **Notices of Motion from Members of the Council under Standing Order 15**

To receive and consider any Notices of Motion from Members of the Council under Standing Order 15. Any Motions received will be circulated separately with this Summons.

20. **Minority Group Priority Business**

To consider any item of Minority Group Priority business registered under Standing Order 23. Any item of such business will be circulated separately with this Summons.

21. **Press and Public to be Excluded by Resolution**

To consider any items so resolved at the meeting.