

RUNNYMEDE BOROUGH COUNCIL

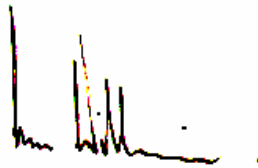
Civic Offices
Station Road
Addlestone
Surrey
KT15 2AH

8 December 2004

Dear Sir/Madam,

I hereby summon you to attend the meeting of the Council to be held on **Thursday 16 December 2004 at 7.30 p.m.** in the Council Chamber at the Civic Offices, Addlestone.

I am, Sir/Madam,
Your obedient servant



T.N. Williams
Chief Executive Officer

A G E N D A

1. MINUTES

To approve and sign as a correct record, the Minutes of the meeting of the Council held on 14 October 2004 (page 367).

2. MAYOR'S ANNOUNCEMENTS

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Clerk at the start of the meeting. A supply of the form will also be available from the Clerk at the meeting.

5. SPEAKING OR QUESTIONS FROM MEMBERS OF THE PUBLIC UNDER STANDING ORDER 12

6. PETITIONS

To receive Petitions under Standing Order No. 10.

7. QUESTIONS

To answer Questions asked under Standing Order No. 13.

8. RECOMMENDATIONS OF COMMITTEES

- i) To consider the following recommendations from the Committees specified. The recommendations are set out in full in the appropriate set of Minutes contained with this Summons commencing on the page/paragraph numbers shown:-

Note: it is suggested that (i) (a), (i) (b), and (ii) (a) below be taken as a single recommendation.

- a) Grant Aid for the Voluntary Sector
Housing and Community Services Committee – 3 November 2004
(Page 390, para. 301 – grey pages. The recommendation appears on page 392).
- b) Grant Aid - Committee Responsibilities
Leisure and Environment Committee - 18 November 2004
(Page 419, para 344 - maize pages. The recommendation appears on page 420).
- c) Licensing Act 2003 - Draft Licensing Policy
Licensing Committee - 25 November 2004.
(Page 440, para 365 - Lilac pages. The recommendation appears on page 442).
- ii) To consider the following recommendations from the Corporate Management Committee (2 December 2004). The Minutes for this meeting have not yet been produced and therefore only the specific recommendations are included on the white pages which will be circulated separately in due course for Members' consideration.

Corporate Management Committee – 2 December 2004

- a) Grant Aid – Committee Responsibilities
- b) Determination of Council's Tax Base for 2005/06
- c) Annual Investment Strategy
- d) Calendar of Meetings 2005/06

Detailed Officers' reports were provided on the relevant Agendas and Members may wish to bring these for reference.

9. LICENSING COMMITTEE

There are two issues that need Council's decision in relation to the Licensing Committee:

- i) It is not yet known how heavy the workload will be as the new licensing regime is implemented, but the Calendar of Meetings provides for a "worst case" scenario, with sub committees meeting several times a week from late March to late July. It is suggested that in order to provide the maximum flexibility in constituting sub-committees, the membership of the Licensing Committee be increased to fifteen at least for the end of 2004/5 and for 2005/6, following which the position should be reviewed. Under Article 14 of the Constitution, this requires review and report by Corporate Management Committee before implementation, but there is time to do this before the required hearing dates. Members may wish to consider their availability should a recommendation be made to increase the size of the Committee.

The political balance legislation does not apply to the Licensing Committee, so its composition is at the discretion of the Council. However the current composition includes Members of each Group in the ratio 7 Conservative: 2 Runnymede Independent: 1 Labour. This is a slightly higher representation of minority groups than strict political balance would suggest. It does however have the advantage of assisting a balance of representation on sub-committees. Corporate Management Committee will be asked if it wishes to recommend a particular political split to the Council.

- ii) As noted in the Minutes of the October meeting of Licensing Committee, Councillor Mrs Barden wishes to stand down from the Licensing Committee. There may be other changes to make. The rules for substitution of Members at the request of political groups do not apply to this Committee, because they are part of the political balance rules (see above). Accordingly the Council needs to make any changes to the membership of the Committee.

OFFICERS' RECOMMENDATION that -

- i) **Corporate Management Committee be asked to report to the next meeting of the Council on the size of the Licensing Committee and any incidental adjustments desirable in the implementation period of the new licensing regime; and**
- ii) **the Council now makes any immediate changes which are necessary to the membership of the Licensing Committee.**

10. PRESS AND PUBLIC TO BE EXCLUDED BY RESOLUTION

To move, if appropriate, the exclusion of the press and public for the following item, in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972.

11. COMMITTEE RECOMMENDATIONS – EXEMPT

To consider any recommendations which relate to exempt business.