

*Please reply to:*

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Date: 12 November 2025

## **Notice of meeting**

### **Business, Infrastructure and Growth Committee**

**Date:** Thursday, 20 November 2025

**Time:** 7.00 pm

**Place:** Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

#### **To the members of the Business, Infrastructure and Growth Committee**

Councillors:

H.R.D. Williams (Chair)	M. Beecher	M. Gibson
J.R. Boughtflower (Vice-Chair)	S. Bhadye	S. Gyawali
C. Bateson	D.C. Clarke	N. Islam
S.N. Beatty	R.V. Geach	

Substitute Members: Councillors M. Buck, J. Button, J.P. Caplin, D.L. Geraci,  
L. E. Nichols and P.N. Woodward

*Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.*

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

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# Agenda

**Page nos.**

**1. Apologies and Substitutes**

To received any apologies for non-attendance and details of Member substitutions.

**2. Minutes**

**5 - 8**

To confirm as a correct record the minutes of the meeting held on 11 September 2025

**3. Disclosures of interest**

To receive any disclosures of interest from members in accordance with the Members' Code of Conduct.

**4. Questions from members of the Public**

The Chair, or his nominee, to answer any questions raised by members of the public in accordance with Standing Order 40.

At the time of publication of this agenda no questions were received.

**5. Approval to progress with the freehold disposal of vacant land known as plots 12 & 13 adjacent to Revelstoke, Shepperton Towpath, Shepperton TW17 9LL**

**9 - 20**

Committee is asked to:

- a) Approve the freehold disposal of Plots 12 & 13 adj Revelstoke, Shepperton Towpath, Shepperton for a price of £350,000 to Bidder A referred to in Appendix 2.
- b) Delegate authority to the Group Head of Corporate Governance to enter into transfers to complete the disposals and any ancillary legal documentation required in relation to Plots 12 and 13 adjoining Revelstoke, Shepperton Towpath, Shepperton showed edged red on plan in Appendix 1.

**6. Appointment of new valuation surveyors to undertake the annual municipal valuation**

**To Follow**

Report to follow.

**7. Chair's Updates**

**Verbal Report**

To receive updates from the Chair on items within the Committee's remit.

**8. Forward Plan**

**21 - 24**

To note the Forward Plan for future business.

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**Minutes of the Business, Infrastructure and Growth Committee  
11 September 2025**

**Present:**

Councillor H.R.D. Williams (Chair)

**Councillors:**

C. Bateson	S. Bhadye	N. Islam
S.N. Beatty	D.C. Clarke	
M. Beecher	M. Gibson	

**Substitutions:** Councillors P.N. Woodward (In place of J.R. Boughtflower)  
M. Buck (In place of R.V. Geach)  
L. E. Nichols (In place of S. Gyawali)

**32/25 Apologies and Substitutes**

Apologies were received from Councillor Boughtflower, Councillor Geach, and Councillor Gyawali. Councillor Woodward attended as Councillor Boughtflower's substitute, Councillor Buck attended as Councillor Geach's substitute, and Councillor Nichols attended as Councillor Gyawali's substitute.

**33/25 Minutes**

The minutes of the meeting held on 02 July 2025 were agreed as a correct record.

**34/25 Disclosures of interest**

Councillor Nichols declared he was on the Board of Directors for Knowle Green Estates.

Councillor Woodward declared he was on the Board of Directors for Spelthorne Direct Services.

### **35/25 Questions from members of the Public**

There were no questions from members of the public.

### **36/25 Forward Plan**

The Committee **resolved** to note the forward plan.

### **37/25 Spelthorne Business Hub**

The Committee considered a report from the Economic Development Manager regarding relocating the Spelthorne Business Hub. Members were advised the Business Hub must either close or be relocated by the end of March 2026. A number of sites had been explored as options for relocation, with space at the Council offices being the least prohibitively expensive and the Council to still be in a position to still provide the service. The Economic Development Manager confirmed that he had spoken to some of the current tenants of the Business Hub who had expressed concern over the costs of moving to one of sites considered.

The Committee explored the suitability of the sites considered against the cost to house the Hub at the various sites. The Committee expressed concern that the current users of the Hub had not been canvassed about their preferred site for relocation. The Committee expressed a desire for the Council to continue to provide the service, and acknowledged that relocation of the Business Hub to the Council Offices would allow the service to continue at low cost to the Council.

The Committee **resolved** to

1. Agree the closure of the Spelthorne Business Hub at the Summit Centre, Sunbury by 31 March 2026;
2. Relocate the Business Hub to the Council Offices, Knowle Green, Staines-upon-Thames;
3. Approve the continuation of the Council's Business Support Service, delivered independently of the Hub premises.

### **38/25 Ashford BID Report**

The Committee considered a report from the Senior Economic Development Officer on the feasibility of establishing a Business Improvement District (BID) in Ashford. Ashford town Centre had been identified as a location where additional investment would be beneficial, and establishment would potentially improve vitality of the town Centre and improve footfall. Initial surveys of businesses had indicated support in principal, though further feasibility studies and financial modelling were required before going to ballot for decision.

Some members of the Committee noted the proposed boundary and suggested it could be expanded. The Committee also noted the proposed levy

to operate the BID and the impact this may have on businesses, however they acknowledged the benefit a BID may have on Ashford town Centre. Some members expressed concern over the impact the proposed amount collected from the BID would have, but felt work towards a formal ballot should progress so the decision could be made by the businesses that would be impacted.

The Committee **resolved** to

1. Agree to progress the development of a Business Improvement District (BID) for Ashford town Centre proposal to the next stage.
2. Note the feasibility study undertaken on a potential Business Improvement District in Ashford completed by consultants Heartflood.

### **39/25 HSR/SLR Working Group Recommendation**

The Committee considered a recommendation from the Heathrow Southern Rail(HSR)/Southern Light Rail (SLR) Working Group about which transport link between Staines and Heathrow to formally support. The Chair of the HSR/SLR Working Group, Councillor Bateson, advised the Committee the Working Group had met a number of times over the past year, and felt that, having considered the proposals before them, HSR proposals would be more suitable for the Council to support as it was less invasive, and would place less pressure on Council resources. However, this support would be conditional on trains stopping at Staines, evidence that the proposal would not harm Staines Moor or increase groundwater flood risk in the area, and reviewing and agreeing detailed terms of the HSR proposal.

Some members of the Committee expressed support for the proposed recommendation as they felt the SLR proposal would have a negative impact on residents near the rail line. Other members of the Committee expressed they did not support the proposal due to its environmental impacts, and impacts on the residents of Stanwell.

The Committee felt that the Council should ask that Heathrow liaise with Transport for London to consider Spelthorne being placed within Zone 6 as part of this project.

The Committee **resolved** to **recommend** to Council that this Council supports Heathrow Southern Rail (HSR) link proposal conditional upon

- (a) Trains stopping at Staines;
- (b) Evidence that the proposal will not harm Staines Moor nor increase the groundwater flood risk in the area; and
- (c) Reviewing and agreeing detailed terms of the HSR link proposal.

### **40/25 Exclusion of Public and Press (Exempt Business)**

The Committee did not exclude the public and press from the remainder of the meeting.

#### **41/25     Ashford Victory Place**

The Chair advised this report had been withdrawn from the agenda.

#### **42/25     Thameside House**

The Committee considered a report from the Asset Manager on the proposed disposal of Thameside House to the preferred bidder on the basis that the developer will not demolish the building but will adapt it under Permitted Development. The Committee were advised of the bids received and the benefits of each. The preferred bid was recommended to achieve best value, would support Corporate Plan objectives, responds to residents' concerns about overdevelopment and would contribute towards the Council's financial resilience by generating a capital receipt which would enable the Council to pay down some of its debt early.

The Committee expressed concern over the lack of social housing offered by the bidders.

It was proposed by Councillor Bateson, seconded by Councillor Clarke, and **resolved** to exclude the public and press for the remainder of the discussion on this item in accordance with Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) as it was likely to disclose information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure to the public would prejudice the financial position of the authority in being able to undertake even-handed negotiations and finalizing acceptable contract terms.

The Committee **resolved** to recommend to Council to:

- a) Approve the disposal of Thameside House, Staines, to the preferred bidder (A) as set out in more detail in the confidential Appendix 1 attached to the report;
- b) Delegate authority to the Group Head of Assets in consultation with the Chair and Vice-Chair of the Business, Infrastructure, and Growth Committee to agree any variations to the terms of the disposal relating to Thameside House;
- c) Delegate authority to the Group Head of Corporate Governance to enter into a transfer to complete the disposal and any ancillary legal documentation required in relation to the proposed disposal of Thameside House.





### Committee Report Checklist

Please submit the completed checklists with your report. If final draft report does not include all the information/sign offs required, your item will be delayed until the next meeting cycle.

#### Stage 1

##### Report checklist – responsibility of report owner

ITEM	Yes / No	Date
Councillor engagement / input from Chair prior to briefing	Yes	28/10/25
Commissioner engagement (if report focused on issues of concern to Commissioners such as Finance, Assets etc)		
Relevant Group Head review	Yes	29/10/25
MAT+ review (to have been circulated <b>at least 5 working days before Stage 2</b> )		
This item is on the Forward Plan for the relevant committee	Yes	29/10/25
	Reviewed by	
Finance comments (circulate to Finance)	OO	30/10/25
Risk comments (circulate to Lee O'Neil)	LN	4/11/25
Legal comments (circulate to Legal team)	JC	30/10/25
HR comments (if applicable)	N/a	

For reports with material financial or legal implications the author should engage with the respective teams at the outset and receive input to their reports prior to asking for MO or s151 comments.

Do not forward to stage 2 unless all the above have been completed.

#### Stage 2

##### Report checklist – responsibility of report owner

ITEM	Completed by	Date
Monitoring Officer commentary – at least <b>5 working days before MAT</b>	L Heron	31/10/25
S151 Officer commentary – at least <b>5 working days before MAT</b>	TC	30/10/25
Confirm final report cleared by MAT		4/11/25



# BUSINESS INFRASTRUCTURE & GROWTH COMMITTEE

20 November 2025

<b>Title</b>	Approval to progress with the freehold disposal of vacant land known as plots 12 & 13 adjacent to Revelstoke, Shepperton Towpath, Shepperton TW17 9LL
<b>Purpose of the report</b>	To make a decision
<b>Report Author</b>	<i>Sian Bowen Principal Asset Manager</i>
<b>Ward(s) Affected</b>	Shepperton Town
<b>Exempt</b>	Main Report – No Appendix 2 - Yes
<b>Exemption Reason</b>	<i>Appendix 2 contains exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006 Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because, disclosure to the public would prejudice the financial position of the authority in any contract or other type of negotiation with a prospective purchaser who could then know the position of the Council.</i>
<b>Corporate Priority</b>	Resilience
<b>Recommendations</b>	<p><b>Business Infrastructure and Growth Committee is asked to:</b></p> <ul style="list-style-type: none"> <li>a) Approve the freehold disposal of Plots 12 &amp; 13 adj Revelstoke, Shepperton Towpath, Shepperton for a price of £350,000 to Bidder A referred to in Appendix 2.</li> <li>b) Delegate authority to the Group Head of Corporate Governance to enter into transfers to complete the disposals and any ancillary legal documentation required in relation to Plots 12 and 13 adjoining Revelstoke Shepperton Towpath, Shepperton shown edged red on plan in Appendix 1.</li> </ul>

<b>Reason for Recommendation</b>	<p>The disposal in the above manner will maximise the ability of gaining the highest and best value for the property and contribute towards the financial resilience of the Council, by generating a capital receipt. There is no debt associated with this land.</p> <p>The Council has a statutory obligation to achieve best consideration from its land and property disposals.</p>
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## 1. **Executive summary of the report** *(expand detail in Key Issues section below)*

What is the situation	Why we want to do something
<ul style="list-style-type: none"> <li>The land, totalling 0.197 acres, is currently vacant and is surplus to Spelthorne Borough Councils' requirements.</li> <li>Following a thorough marketing campaign, the Council have received an offer of £350,000 for the sale of the freehold interest</li> <li>There is no debt associated with this asset</li> </ul>	<ul style="list-style-type: none"> <li>The Council has a statutory obligation to achieve best consideration in relation to its land and property disposals and this directs the Council to focus on financial resilience within its decision making, including disposing of assets, when possible, to relieve pressure on the annual revenue budget..</li> <li>This land is surplus to requirements.</li> </ul>
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> <li>The Committee is asked to support the Asset Management team to proceed with the freehold disposal of this land at a price of £350,000.</li> </ul>	<ul style="list-style-type: none"> <li>Instruct the Council's Legal Team to draft the necessary legal documentation to complete the freehold disposal.</li> </ul>

## 2. **Key issues**

- 2.1 This report seeks the approval from the Committee to proceed with the freehold sale of land known as plot 12 & 13 adjacent to Revelstoke, Shepperton towpath, Shepperton, TW17 9LL, known as the "Plot," as identified in Appendix 1.
- 2.2 The Council owns a large portfolio of land and assets, which are held for a variety of purposes. The Council has a statutory responsibility to achieve best consideration from all its property holdings.
- 2.3 The Plot is located on a prime waterfront road was previously leased for garden use up until 31<sup>st</sup> March 2011 at a rent of £100 per annum. This Plot is surplus to requirements and has not been used by the Council since the expiry of the former lease in 2011. It is currently overgrown and has an

unsightly hoarding fronting Shepperton towpath to prevent trespassers and encroachment.

- 2.4 The Council have considered alternative uses for the Plot and this has included the construction of a car park for visitors to the waterfront. Planning for this use was obtained in 2016 but this permission was not implemented and has now lapsed.
- 2.5 As the Plot stands, without specific planning approval for any development or alternative use, the land's value is reduced to garden value. Any offers over and above a garden value reflects either a special purchaser or hope value on the land. We estimate that for garden use, the Plot would be c. £30-40,000.
- 2.6 There are a number of challenges associated with the Plot. The Plot is located in the Green Belt, which may limit its future uses together with being in a high risk flood zone. There is also an underground sewage pipe which runs across the land to an adjoining property which would need to be relocated in the event of alternative uses or development.
- 2.7 The Plot has been marketed for approximately 6 weeks by external property agents, with a number of offers received, as detailed in Appendix 2. The range of these offers was between £325,000 to £350,000.
- 2.8 The best price received was £350,000, received from a resident who lives in the adjoining property. The proposed purchaser can be considered a special purchaser for the reasons set out in Appendix 2. The proposed purchaser has also proposed a further offer of £300,000 with a 7 year overage provision. This would allow the Council to recover 20% of the profits of any development, 7 years from completion of the sale. Having undertaken a simple residual valuation, this could provide the Council with an additional c. £80,000, thus producing a total sale price of £380,000. There are however a number of risks associated with this offer, including obtaining planning consent for a new residential unit of any scale, increasing building costs affecting profitability and whether Bidder A actually has any desire to submit a planning application for a new property on the Plot.

### 3. Options appraisal and proposal

- 3.1 **Option 1** – Proceed with the sale of the Plot for the freehold price of £350,000. **Preferred Option** – the Plot has been openly marketed and therefore can be demonstrated that best value is being achieved.
- 3.2 **Option 2** – Proceed with the sale of the Plot for the freehold price of £300,000 with an overage provision that will mean that should the proposed purchaser obtain planning permission on the Plot for a new dwelling, the Council may receive 20% of the profit of any new building constructed on the Plot. As outlined in point 2.9 there is a degree of risk in this option, that a planning application will be submitted in the next 7 years, the degree of profitability of any development and whether Planning consent would ever be granted on the land. **Not recommended.**

Any overage provision is likely to yield an additional payment of c. £80,000, creating a total sale price of £380,000. Due to the uncertainty of receiving this additional £80,000, this option is **not recommended**.

3.3 **Option 3** - The Council obtain planning consent on the Plot for a residential property. This could increase the value by up to £200,000 to £500-600,000 but the Council would incur architects and planning fees in bringing the site forward to planning. This would be a high risk strategy as the Plot is located in the Green Belt and in a high flood risk zone, which would result in a significant level of uncertainty regarding the granting of any form of planning for residential use. Furthermore, any development would require the relocation of a sewerage pipe where the consent and agreement of an adjoining owner (not the proposed purchaser) would be required. This could delay a sale and receipt of proceeds by up to 24 months. **Not recommended.**

3.4 **Option 4** – retain the Plot and do not dispose. **Not recommended.**

#### **4. Risk implications**

4.1 The Council will no longer have control over how the Plot is utilised except via the planning process. The individual purchasing the Plot will be responsible for complying with the current and any future use.

4.2 The property agent has conducted their due diligence including evaluating the financial affordability of the preferred individual interested in purchasing the Plot and is satisfied that the offer is proceedable and a mortgage offer is in place.

4.3 There is a risk that the Council are accepting a lower, total value for the Plot by agreeing a sale with no overage provisions. However there is a more significant risk that planning on the site for a new residential unit would not be forthcoming or that the purchaser would not apply for planning and therefore no additional overage payment payable.

4.4 There has been no formal valuation of the Plot, however best value can be demonstrated as the Plot has been subject to a formal marketing campaign and subject to best and final offers.

#### **5. Financial implications**

5.1 The disposal of the freehold interest in Plots 12 and 13 adjacent to Revelstoke, Shepperton Towpath, Shepperton, for £350,000 will generate a capital receipt for the Council. This receipt will contribute towards the Council's capital programme and support its objective of maintaining financial resilience and debt reduction initiative. There is no outstanding debt associated with the asset, and therefore the full proceeds will be available to the Council upon completion of the sale.

5.2 The land is currently surplus to operational requirements and does not generate any income; disposal will remove any ongoing holding, maintenance, or security costs. The sale at £350,000 represents best consideration reasonably obtainable in accordance with Section 123 of the Local Government Act 1972, following an open marketing process.

#### **6. Legal comments**

- 6.1 Further to sections 120-123 of the Local Government Act 1972, the Council has the powers to acquire and dispose of land for the purpose of any of its functions. To satisfy the requirements of section 123 not to dispose of land for “consideration less than the best that can reasonably be obtained” a valuation should be obtained or the land extensively marketed
- 6.2 Any disposal will be subject to the terms of the contract, transfer and any other necessary legal documentation. The Council’s in house Legal Services will provide support
- 6.3 The proposed disposal seeks to demonstrate compliance with the Best Value Duty in the Local Government Act 1999.

### **Corporate implications**

#### **7. S151 Officer comments**

- 7.1 The sale at £350,000 represents best consideration reasonably obtainable in accordance with Section 123 of the Local Government Act 1972, following an open marketing process

#### **8. Monitoring Officer comments**

- 8.1 The Monitoring Officer confirms that the relevant legal implications have been taken into account.

#### **9. Procurement comments**

- 9.1 There are no direct procurement implications as this is a disposal. The agents fee will be £4,375 plus VAT - £5,250.

#### **10. Equality and Diversity**

- 10.1 There are no direct equality issues arising from a property disposal.

#### **11. Sustainability/Climate Change Implications**

- 11.1 Requirements relating to any sustainability/climate change issues will be the responsibility of the proposed purchaser of this land.

#### **12. Other considerations**

- 12.1 N/a.

#### **13. Timetable for implementation**

- 13.1 If the recommendation is approved the sale will proceed with an aim to complete by end of November 2025.

#### **14. Contact**

14.1 Sian Bowen, Principal Asset Manager  
s.bowen@spelthorne.gov.uk

***Please submit any material questions to the Committee Chair and Officer  
Contact by two days in advance of the meeting.***

**Background papers: There are none.**

**Appendices:**

**Appendix 1 – Location of plot**

**Appendix 2 – List of offers**



## Appendix 1

Location of Plots 12 and 13 adj Revelstoke, Shepperton Towpath, Shepperton TW17 9LL





By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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## **Spelthorne Borough Council Services Committees Forward Plan and Key Decisions**

This Forward Plan sets out the decisions which the Service Committees expect to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Service Committee, which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

Please direct any enquiries about this Plan to [CommitteeServices@spelthorne.gov.uk](mailto:CommitteeServices@spelthorne.gov.uk).

## Spelthorne Borough Council

### Service Committees Forward Plan and Key Decisions for 27 October 2025 to 31 May 2026

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Business, Infrastructure and Growth Committee 20 11 2025	Awarding of a new contract for the municipal valuation programme	Key Decision	Part public/part private	Sian Bowen, Principal Asset Manager
Business, Infrastructure and Growth Committee 20 11 2025	Freehold Sale of Land adjoining Revelstoke	Key Decision	Part public/part private	Sian Bowen, Principal Asset Manager
Business, Infrastructure and Growth Committee 15 01 2026	Budget Report	Non-Key Decision	Public	Ola Owolabi, Interim Chief Accountant
Business, Infrastructure and Growth Committee 15 01 2026	Social Value Strategy	Key Decision	Public	Bruce Strong, Investment Asset Manager
Business, Infrastructure and Growth Committee 15 01 2026	Demolition of 34B Kingston Road	Key Decision	Part public/part private	Coralie Holman, Group Head - Assets
Business, Infrastructure and Growth Committee 15 01 2026	EV Charge Points - Depot, Fordbridge & Greeno	Key Decision	Public	Timothy Snook, Sustainability & Resilience Lead

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Business, Infrastructure and Growth Committee 15 01 2026	Fees and Charges	Non-Key Decision	Public	Ola Owolabi, Interim Chief Accountant
Business, Infrastructure and Growth Committee 15 01 2026	Service Plans	Non-Key Decision	Public	Coralie Holman, Group Head - Assets, Heather Morgan, Group Head - Place, Protection and Prosperity

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