

To:
**All members of the
Cabinet**

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Date: 17 May 2021

Supplementary Agenda

Cabinet - Wednesday, 19 May 2021

Dear Councillor

I enclose an update for the following item on the agenda for the Cabinet meeting to be held on Wednesday, 19 May 2021. The supplement includes details of further urgent actions which have been taken since publication of the agenda.

13. Urgent Actions

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To note those urgent actions which have been taken by the Chief Executive in consultation with the Leader since the last Cabinet meeting on 24 March 2021.

Yours sincerely

Michelle Beaumont
Committee Services

To the members of the Cabinet

Councillors:

J.R. Boughtflower
J. McIlroy
M.M. Attewell

R.O. Barratt
S. Buttar
R. Chandler

A.J. Mitchell
S.C. Mooney
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Urgent actions update

Cabinet 19 May 2021

These are further urgent actions which have been taken in addition to those published in the Cabinet agenda on 11 May 2021.

The following urgent actions were agreed by the Chief Executive in consultation with the Leader, on the following dates and for the reasons stated. These are not Key Decisions.

DATE	ACTION	REASON FOR URGENCY
17 May 2021	Agree the simultaneous surrender of an existing lease and approve a new letting in the Elmsleigh Centre, Staines-upon-Thames.	To secure the transaction completion of the letting before the Cabinet or its Sub-Committee was next due to meet
17 May 2021	To approve a new letting of a kiosk space in the East Mall of the Elmsleigh Centre, Staines-upon-Thames	To secure the transaction completion of the letting before the Cabinet or its Sub-Committee was next due to meet

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