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Date: 24 March 2023

## Notice of meeting

### Development Sub-Committee

**Date:** Monday, 3 April 2023

**Time:** 11.00 am

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

#### To the members of the Development Sub-Committee

Councillors:

C.F. Barnard (Chairman)	M. Gibson	R.J. Noble
S. Buttar (Vice-Chairman)	H. Harvey	J.R. Sexton
C.L. Barratt	I.T.E. Harvey	V. Siva
R. Chandler	L. E. Nichols	

Substitute Members: Councillors C. Bateson, M. Beecher, J.R. Boughtflower, J. Button, S.A. Dunn, O. Rybinski, D. Saliagopoulos and J. Vinson

*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

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**1. Apologies for absence & Substitutions**

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

**2. Minutes**

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To confirm as a correct record the minutes of the meeting held on 6 March 2023.

**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. Ward Issues**

To consider any issues raised by ward councillors in accordance with Standing Order 34.2

At the time of publication of this agenda no ward issues were received.

**6. Urgent Actions**

To consider any urgent action that have arisen since last meeting.

**7. Forward Plan**

13 - 14

The Committee noted the Forward Plan for Development Sub-Committee business.

**8. Exclusion of Public and Press (Exempt Business)**

To move the exclusion of the Press/Public for the following items, in view of the likely disclosure of 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.

- |            |   |                  |
|------------|---|------------------|
| <b>9.</b>  | <b>Tothill Development Fees</b>   | <b>15 - 30</b>   |
|            | To consider a report on the Tothill Development.                            |                  |
| <b>10.</b> | <b>Development project update</b>   | <b>To Follow</b> |
|            | To receive an update from the Development Advisor, on development projects. |                  |

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**Minutes of the Development Sub-Committee  
6 March 2023**

**Present:**

Councillor I.T.E. Harvey (Chairman)

Councillors:

C.L. Barratt	H. Harvey
R. Chandler	J.R. Sexton

**Substitutions:** Councillors M. Beecher (In place of R.J. Noble)  
S.A. Dunn (In place of L. E. Nichols)

**Apologies:** Councillors S. Buttar and M. Gibson

**31/23 Apologies for absence & Substitutions**

In the absence of the Chair and Vice-Chair it was moved by Councillor H. Harvey and Seconded by Councillor C. Barratt that Councillor Ian Harvey be appointed as Chair for the meeting.

The Committee **resolved** to appoint Councillor Ian Harvey as Chair for the meeting.

Apologies were received from Councillor Buttar, Councillor Gibson, Councillor Nichols and Councillor Noble.

Councillor Sandra Dunn attended as substitute for Councillor Nichols, Councillor Malcolm Beecher attended as substitute for Councillor Noble.

**32/23 Minutes**

The minutes of the meeting held on 20 February 2023 were agreed as a correct record of proceedings.

**33/23 Disclosures of Interest**

Councillor Sexton advised that she was a Surrey County Councillor.

In relation to item 10 of the agenda, Councillor Helen Harvey and Councillor Ian Harvey declared they were Ward Councillors for Sunbury East.

**34/23 Questions from members of the Public**

There were none.

**35/23 Ward Issues**

There were none.

**36/23 Forward Plan**

The Committee **noted** the forward plan.

**37/23 Exclusion of Public and Press (Exempt Business)**

It was proposed by Councillor H. Harvey, seconded by Councillor C. Barratt and **resolved** that the public and press be excluded during consideration of the following items, in accordance with paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) because 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 finalising acceptable contract terms.

**38/23 Urgent Actions**

The Committee were informed of an Urgent Action related to the Elmsleigh Centre.

**39/23 Letting of MSU2, Elmsleigh Centre**

The Committee was referred to a report previously approved by the Corporate Policy & Resources Committee in November 2021 relating to the proposed letting of the premises known as MSU2, in the Elmsleigh Centre, Staines upon Thames.

Committee **resolved** to agree to the recommendations as set out in the report.

**40/23 Benwell Phase 2**

The Committee received a report from the Development Manager on Benwell House Phase 2.

Committee **resolved** to agree the recommendations as set out in the report.

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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 24 March 2023 to 31 May 2023

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
Development Sub-Committee 03 04 2023	Tothill Development Fees	Non-Key Decision	Public	Richard Mortimer, Asset Management Contractor
Development Sub-Committee 17 04 2023	Quarterly Project Updates	Non-Key Decision	Private	Jeremy Gidman, Asset Management
Development Sub-Committee 17 04 2023	Spelthorne Museum	Non-Key Decision	Private	Kamal Mehmood, Strategic Lead for Leisure and Community Development
Development Sub-Committee 17 04 2023	Unit 4 Summit Centre, Sunbury	Non-Key Decision	Public	Jeremy Gidman, Asset Management
Development Sub-Committee	91-93 Staines High Street	Non-Key Decision	Public	Richard Galland, Development Manager

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