

**Minutes of the Development Sub-Committee  
3 April 2023**

**Present:**

Councillor C.F. Barnard (Chairman)  
Councillor S. Buttar (Vice-Chairman)

Councillors:

C.L. Barratt	M. Gibson	I.T.E. Harvey
R. Chandler	H. Harvey	L. E. Nichols

**Substitutions:** Councillors M. Beecher (In place of R.J. Noble)

**Apologies:** Councillors J.R. Sexton

**41/23 Apologies for absence & Substitutions**

Apologies were received from Councillors Noble and Sexton.

Councillor Beecher attended as substitute for Councillor Noble.

Councillor Saliagopoulos was named as substitute for Councillor Sexton but was unable to attend.

The Chair extended a warm welcome to Coralie Holman, new Group Head – Assets.

**42/23 Minutes**

The minutes of the meeting held on 06 March 2023 were agreed as a correct record of proceedings.

**43/23 Disclosures of Interest**

Councillor Gibson advised the Committee that she was a member of the Planning Committee and therefore would not be making comment on any applications due to come before the Planning Committee.

Councillor Buttar advised that he was a Director of Knowle Green Estates Ltd.

**44/23 Questions from members of the Public**

There were none.

**45/23 Ward Issues**

There were none.

**46/23 Urgent Actions**

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

**47/23 Forward Plan**

Due to a number of changes having been made to the Forward Plan following publication of the agenda, an updated version was circulated at the meeting and is attached to the minutes.

The Committee **noted** the forward plan.

**48/23 Exclusion of Public and Press (Exempt Business)**

It was proposed by Councillor H Harvey, seconded by Councillor I Harvey 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.

**49/23 Tothill Development Fees**

The Committee received a report from the Asset Management Contractor on the Tothill Development.

Committee **resolved** to the recommendations set out in the report with an additional recommendation agreed at the meeting.

**50/23 Development project update**

The Committee considered the Development Projects Update from the Property Development Advisor, and the Development Manager.

Committee **resolved** to note the development project updates.

**51/23 Urgent Item - 2nd Floor, Elmbrook House**

The Committee received a report from the Asset Management Contractor on the 2<sup>nd</sup> Floor, Elmbrook House.

Committee **resolved** to note the report.

This page is intentionally left blank



## 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 31 March 2023 to 19 June 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 Tothill Development Fees	Non-Key Decision	Public	Richard Mortimer, Asset Management Contractor
Development Sub-Committee 17 04 2023	Quarterly Project Updates Quarterly Project Updates	Non-Key Decision	Private	Jeremy Gidman, Asset Management
Development Sub-Committee 17 04 2023	2nd Floor, Elmbrook House	Non-Key Decision	Private	Katherine McIlroy, Property Manager
Development Sub-Committee 19 06 2023	Unit 4 Summit Centre, Sunbury	Non-Key Decision	Public	Jeremy Gidman, Asset Management
Development Sub-Committee 19 06 2023	12 Hammersmith Grove - Annual Business Plan	Non-Key Decision	Public	Jeremy Gidman, Asset Management
Development Sub-Committee	91-93 Staines High Street	Non-Key Decision	Public	Richard Galland, Development Manager
TBC	Spelthorne Museum	Non-Key Decision	Private	TBC