



*Please reply to:*

Contact: Karen Wyeth  
Service: Committee Services  
Direct Line: 01784 446341  
E-mail: [k.wyeth@spelthorne.gov.uk](mailto:k.wyeth@spelthorne.gov.uk)  
Date: 01 May 2025

## **Notice of meeting**

### **Corporate Policy and Resources Committee**

**Date:** Monday, 12 May 2025

**Time:** 7.00 pm

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

#### **To the members of the Corporate Policy and Resources Committee**

Councillors:

J.R. Sexton (Chair)

C. Bateson (Vice-Chair)

M. Beecher

J.R. Boughtflower

J. Button

S.M. Doran

R.V. Geach

M. Gibson

K.M. Grant

K. Howkins

M.J. Lee

S.C. Mooney

L. E. Nichols

O. Rybinski

H.R.D. Williams

N. Islam

Substitute Members: Councillors M.M. Attewell, S.N. Beatty, D.C. Clarke, S.A. Dunn, J.T.F. Doran, A. Gale and K.E. Rutherford

*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 receive apologies for absence and notification of substitutions.

### 2. **Minutes**

5 - 10

To confirm the minutes of the meeting held on 24 April 2025 as a correct record.

### 3. **Disclosures of Interest**

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.

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

The Chair, or their 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. **Minutes of the Reorganisation and Transformation Board**

11 - 24

The Committee is asked to acknowledge the minutes of the Reorganisation and Transformation Board which are for information only.

### 6. **2024-25 Budget Carry Forward Requests**

25 - 30

Committee is asked to agree and approve the requests for 204/25 Revenue and Capital expenditure to be carried forward to 2025/26 as follows:

a) The Revenue carry forward requests totalling up to £24,291 as set out in Appendix A attached to the report; and

b) The Capital carry forward requests totalling £300,000 as set out in Appendix A attached to the report.

### 7. **2024-25 Capital Outturn**

31 - 42

Committee is asked to acknowledge the Capital Outturn of £463k projected overspend against the Council's Estimated Capital Programme for 2024-25, as at 31 March 2025.

### 8. **2024-25 Revenue Outturn**

43 - 86

Committee is asked to acknowledge the forecast outturn for 2024/25 as at 31 March 2025 and approve the following recommendations:

1. The (£3,381k) underspend for the year to 31 March 2025, before the recommendations below, as set out in the Table 2.1 of the report; and
2. Approve the following transfers to reserves:
  - a) £2,300k to Business Rates (National Non Domestic Rates) Equalisation Reserve,
  - b) £1,00k to the General Fund Reserve; and
  - c) £81k to the Sinking Fund earmarked reserves.

**9. Sundry Debt Write offs 87 - 92**

Committee is asked to approve the Sundry Debt Write-offs as set out in the report totalling £6,854.52 which relates to irrecoverable Bed and Breakfast and an Independent Living High Needs account.

**10. Second Home Premium 93 - 102**

Committee is asked to:

1. Approve the proposal for a premium on second homes Council Tax as outlined in Appendix A; and
2. Recommend to Council to agree the application of a Council Tax premium of 100% in respect of second homes with effect from 01 April 2027.

**11. Use of Commuted Sums**

Report to follow

**12. Freehold disposal of Ashford Cemetery Lodge 103 - 128**

Committee is asked to:

1. Agree to the disposal of Ashford Cemetery Lodge to Knowle Green Estates (KGE) for the provision of affordable housing at a sale price of £273,611; and
2. Delegate authority to the Group Head of Corporate Governance to complete any necessary documentation in connection with the disposal on the terms set out in this report.

**13. Corporate Risk Management**

Report to follow

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|------------|---|------------------|
| <b>14.</b> | <b>Forward Plan</b>   | <b>129 - 134</b> |
|            | <p>To consider the Forward Plan for committee business.</p>   |                  |
| <b>15.</b> | <b>Asset Investment Strategy 2025/26 (including Amalgamated Business Plans)</b>   |                  |
|            | <p>Report to follow</p>   |                  |
| <b>16.</b> | <b>Urgent Actions</b>   |                  |
|            | <p>To note those urgent actions which have been taken by the Chief Executive in consultation with the Leader since the last Corporate Policy and Resources meeting on 24 April 2025.</p>  |                  |
| <b>17.</b> | <b>Exclusion of Public &amp; Press (Exempt Business)</b>  |                  |
|            | <p>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.</p> |                  |
| <b>18.</b> | <b>Local Authority Housing Fund (LAHF) Acquisitions</b>   | <b>135 - 184</b> |
|            | <p>Committee is asked to approve the actions outlined in the confidential report.</p>   |                  |