



*Please reply to:*

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Date: 06 September 2024

## **Notice of meeting**

### **Commercial Assets Sub-Committee**

**Date:** Monday, 16 September 2024

**Time:** 1.30 pm

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

#### **To the members of the Commercial Assets Sub-Committee**

Councillors:

L. E. Nichols (Chair)

R. Chandler

D. Saliagopoulos

S.N. Beatty (Vice-Chair)

A. Gale

H.R.D. Williams

Substitute Members: Councillors M. Beecher, T. Burrell, M. Gibson, K. Howkins 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

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**1. Apologies for absence & substitutions**

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

**2. Minutes**

**5 - 12**

To confirm as a correct record the minutes of the meeting held on 05 August 2024.

**3. Disclosure 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. Urgent Actions**

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

**6. Forward Plan**

**13 - 16**

To note the Forward Plan for future Commercial Assets Sub-Committee business.

**7. Update on Recruitment of Independent Person**

**17 - 30**

To receive an update on the recruitment process for the Independent Person.

**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.

**9. Commercial Portfolio Update**

**Verbal Report**

To receive an update on the rent collection, voids and arrears of the Commercial Portfolio.

**10. Letting of 3rd and 4th Floors Tothill Car Park 31 - 36**

To consider a report on the proposed letting terms for the 3<sup>rd</sup> and 4<sup>th</sup> Floors of Tothill Car Park.

**11. Reletting of Unit 46, Elmsleigh Shopping Centre 37 - 40**

To consider a report on the proposed reletting of Unit 46, Elmsleigh Shopping Centre.

**12. Asset Portfolio Exit Strategies 41 - 66**

To consider a report on the draft exit strategy for each investment asset.