



Please reply to:

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Date: 17 January 2025

Notice of meeting

Commercial Assets Sub-Committee

Date: Monday, 27 January 2025

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 16 December 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 - 14

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

7. 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.

8. Commercial Portfolio Update

To Follow

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

9. Elmsleigh property management update

To Follow

To receive an update on the Elmsleigh Centre management.

- 10. Lease renewal Unit 4 Elmsleigh Shopping Centre, Staines-Upon-Thames TW18 4QB** **15 - 24**

To consider a report on the proposed lease renewal for Unit 4, Elmsleigh Shopping Centre.

- 11. Summit Centre, Sunbury-on-Thames, Site Sale** **25 - 34**

To consider a report on the Summit Centre, Sunbury-on-Thames.

- 12. Investment & Regeneration Assets Business Plans** **35 - 54**

To receive the annual Business Plans for Communications House, Porter Building, Thames Tower, and World Business Centre 4.

- 13. Ground Floor Letting, Charter Building** **To Follow**

To consider a report on the proposed letting for the Ground Floor, Charter Building.

- 14. Lease renewal, Communications House** **To Follow**

To consider a report on the proposed lease renewal at Communications House, Staines-Upon-Thames.