Minutes of the Corporate Policy and Resources Committee
1 December 2025

Present:

Councillor J.R. Sexton (Chair)
Councillor C. Bateson (Vice-Chair)

Councillors:

M. Beecher	M. Gibson	L. E. Nichols
M. Buck	K.M. Grant	H.R.D. Williams
J. Button	M.J. Lee	
R.V. Geach	S.C. Mooney	

Substitutions: Councillors T. Burrell (In place of S.M. Doran)

K. Howkins (In place of J.R. Boughtflower)

Apologies: Councillors M.M. Attewell and D.C. Clarke

116/25 Apologies and Substitutes

Apologies were received from Councillors Attewell, Boughtflower, Clarke and Doran.

Councillor Burrell attended as substitute for Councillor Doran.
Councillor Howkins attended as substitute for Councillor Boughtflower.

117/25 Disclosures of Interest

Councillor Sexton and Mooney are also Surrey County Councillors.

Councillor Nichols sits on the Knowle Green Estates Board of Directors.

118/25 Minutes

The minutes from the 11 November 2025 meeting would be presented to the next meeting for agreement.

119/25 Questions from members of the Public

The Committee were advised that no questions had been received from members of the public.

120/25 Establishment of Staines Masterplan Task and Finish Group

The Committee considered the establishment of a Staines Masterplan Task and Finish Group. The Staines Masterplan was a major project which would shape the future development of Staines, and establishing a cross-party task group would allow stakeholder involvement to ensure the masterplan reflected community priorities. The development of a masterplan was a key element of the Council's Improvement and Recovery Plan.

The Committee expressed concern over decisions being delegated rather than brought to Committee, but the Committee were assured of member oversight and the delegation of decisions would assist with the project progressing at pace. The Committee clarified that councillors from the three Staines wards would be members of the task group.

The Committee resolved to:

1. agree the Terms of Reference (Appendix A) for establishing the Staines Masterplan Task Group and agree member appointments to the Task Group as detailed but adding that they should be from Staines wards

2. delegate authority to the Deputy Chief Executive, in consultation with the Chair of Environment and Sustainability Committee, to make decisions on the Staines Masterplan project at the required gateway points in the project programme; and

3. delegate authority to the Deputy Chief Executive, in consultation with the Chair of the E&S Committee, to make any future changes to membership of the Staines Masterplan Task Group.

121/25 Q2 Revenue Monitoring Report as at 30 September 2025

The Committee considered the Quarter Two Revenue Monitoring report as at 30 September 2025. The report set out the Council's estimated outturn based on financial information at the end of the second quarter with projected trends in income and expenditure.

The Committee resolved to agree to acknowledge the forecast Revenue outturn that reflects the change in Minimum Revenue Provision (MRP) policy and debt refinancing discount approved at Full Council on 17 November 2025.

122/25 Q2 Capital Monitoring Report as at 30 September 2025

The Committee considered the Quarter Two Capital Monitoring Report s at 30 September 2025.

Recommend to Full Council that it approves

- A supplementary capital estimate to the Capital Programme for 2025/26 of up to £1.9m, for acquiring housing units to be part funded by Local Authority Housing Fund Grant funding. This would create a borrowing need of £1.05m, and an annual financing requirement of about £70k per annum.

123/25 Occupation of Ashford Cemetery Lodge

The Committee resolved to:

- agree that a direct letting of Ashford Cemetery Lodge be undertaken; and

- agree to delegate authority to the Group Head of Corporate Governance to complete any necessary documentation in connection with the letting.

124/25 Forward Plan

Resolved: That the Committee noted the contents of the Forward Plan.

125/25 Urgent Actions

No urgent actions had been taken since the last meeting.

126/25 Exclusion of Public & Press (Exempt Business)

The Committee **resolved** to exclude the public and press for the discussion of the remaining 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.

127/25 Annual Commercial Property Report for Financial Year 2024/5

The Committee considered an exempt report in relation to the Annual Commercial Property Report covering the financial year 2024/25.

The Committee resolved to:

- Approve the Annual Commercial Property Report for the year ending 31 March 2025; and
- Approve publication of the report on the Council's website.

128/25 Trespass of Council Land

The Committee considered an exempt report in order to reach a conclusion of the long standing trespass of Council owned public open space at Clay Lane Stanwell. The Committee considered all the actions that had taken place to date to resolve the issue, legal advice and its options in order to fulfil its duty to protect Council owned assets and to protect public open space.

The Committee resolved that the Council shall take this matter to trial and delegate authority to Group Head of Assets, in consultation with the Chair and Vice Chair of Corporate Policy and Resources Committee, to instruct the Council's Legal Services to proceed to take this matter to trial.

129/25 Sunbury Leisure Centre Works

The Committee considered an exempt report regarding Sunbury Leisure Centre Works to enable the Sport England grant funding to be utilised and Sunbury Leisure Centre to benefit from reduced carbon emissions and energy costs. The Committee explored the options available to the Council at this stage in the project, the financial and contractual obligations in place.

Recommend to Full Council that it approves:

- an additional budget for the boiler replacement and Consultants' fees to be available to progress this project.

The Committee resolved to:

- Authorise the Group Head Assets to carry out the procurement process to identify a suitable contractor to undertake the replacement of the boilers at Sunbury Leisure Centre and associated works;
- Subject to tender returns being no more than 10% of the budget, delegate authority to the Chief Financial Officer and Group Head Assets, in consultation with the Chair and Vice Chair of the Corporate Policy and Resources Committee to select the preferred contractor and award the contract; and
- Delegate authority to the Group Head Corporate Governance to enter into a contract and any other ancillary documentation with the contractor selected in accordance with the recommendation to Council.