



*Please reply to:*

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Date: 09 January 2026

## **Notice of meeting**

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

**Date:** Monday, 19 January 2026

**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)	J. Button	S.C. Mooney
C. Bateson (Vice-Chair)	D.C. Clarke	L. E. Nichols
M.M. Attewell	S.M. Doran	J.A. Turner
J.R. Boughtflower	M. Gibson	H.R.D. Williams
M. Buck	M.J. Lee	

Substitute Members: Councillors M. Bing Dong, S.N. Beatty, H.S. Boparai, R.V. Geach, K. Howkins, S.A. Dunn 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 and Substitutes**

To receive apologies for absence and notification of substitutions.

**2. Minutes**

To confirm the minutes of the meeting held on 11 November and 01 December 2025 as a correct record.

**Minutes to follow**

**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. Tennis Court and Football Pitch Improvement Works**

**5 - 20**

Committee is asked to:

1. Agree to the tennis court and football pitch improvement works within the Council's parks and open spaces,
2. Authorise the Group Head Community Wellbeing and Housing in consultation with the Chair of Corporate Policy and Resources Committee to select the chosen suppliers and award the contracts not exceeding the community infrastructure levy funding set out in this report,
3. Authorise the Group Head Corporate Governance to enter contracts with the chosen supplier; and
4. Recommend to Council a supplementary capital estimate of £260,000 for the gross cost of the capital works.

**6. Social Value Strategy**

**21 - 42**

Committee is asked to:

1. Agree the Social Value Strategy for the Regeneration site disposals and recommend to Full Council for approval.
2. Note that by adopting the Strategy the relevant housing and regeneration sites will be marketed to include a requirement for third parties to provide social value provision within their offers, which may reduce the highest financial value being achieved.

**7. Debt Write-Offs** 43 - 50

Committee is asked to:

Approve the Sundry Debt write-off set out amounting to £10,9133.44 in total which relates to irrecoverable debts relating to:

- a. Hire costs for Staines Community Centre (£3,763.44) and
- b. A homelessness prevention loan (£7,150).

**8. Governance Assurance Risk Management) Framework and Policy** 51 - 74

The Committee is asked to:

- a. Approve the new Governance Assurance Policy and Framework (as outlined in Appendix A), which focuses on the Council's governance and control arrangements to ensure effective management of risks; and
- b. Authorise the Deputy Chief Executive, in conjunction with the Chair of the Audit Committee to make any adjustments to the Policy and Framework to ensure that it is updated to reflect any future changes in the Council's governance arrangements.

**9. Determination of Council tax base for Council tax setting**

Committee is asked to recommend to Council that:

- a. The existing Council Tax Reduction Scheme is retained for 2026/27,
- b. In accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012 the Council Tax Base for 2026/27 calculated as Band D equivalents, is determined at 41,276.13, an increase of 1.62%; and
- c. The estimated Council Tax surplus for 2025/26 is £6.478m, of which £0.614m relates to Spelthorne Borough Council (£5.515m of the surplus is a one-off and is due to an adjustment to the 2024/25 bad debt provision).

**The report is to follow**

**10. Forward Plan** **75 - 80**

To consider the Forward Plan for committee business.

**11. Urgent Actions**

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 01 December 2025.