



Please reply to:

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Date: 07 November 2025

Notice of meeting

Commercial Assets Sub-Committee

Date: Monday, 17 November 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)
S.N. Beatty (Vice-Chair)
M. Beecher

R. Chandler
D. Saliagopoulos
H.R.D. Williams

Independent member:
M. Bunney

Substitute Members: Councillors T. Burrell, M. Gibson, K.E. Rutherford and M.M. Attewell

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 for absence & substitutions

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

2. Minutes

5 - 22

To confirm as a correct record the minutes of the meetings held on 15 September 2025 and 29 September 2025

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

23 - 24

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. Lease Renewal - Unit in Elmsleigh Shopping Centre, Staines-upon-Thames TW18 4QB

25 - 34

Committee is asked to:

1. Approve the lease renewal to the existing tenant as set out in the report and Appendix 1;
2. Authorise the Group Head of Assets in consultation with the

- Chair and Vice-Chair of the Commercial Assets Sub-committee to agree to any variations to the proposed terms; and
3. Authorise the Group Head of Corporate Governance to enter into the Lease and any associated legal documentation.

9. Lease Regear - Thames Tower, Reading **35 - 48**

Committee is asked to:

1. Approve the proposed reversionary lease on the terms set out in the report;
2. Authorise the Group Head of Assets in consultation with the Chair and Vice-Chair of the Commercial Assets Sub-Committee to agree to any variations to the proposed terms; and
3. Authorise the Group Head of Corporate Governance to enter into the Lease and any associated legal documentation.

10. Variation of Lease Terms **49 - 58**

Committee is asked to:

1. Approve the variation to the lease terms as set out in the report;
2. Authorise the Group Head of Assets in consultation with the Chair and Vice-Chair of the Commercial Assets Sub-Committee to agree any variations to the proposed terms (if required); and
3. Authorise the Group Head of Corporate Governance to enter into the deed of variation and any ancillary legal documentation.

11. Commercial Portfolio Update **To Follow**

To receive an update on properties within the Commercial portfolio.

12. Asset Rationalisation Update **Verbal Report**

To receive an update on Asset Rationalisation.