

**BOROUGH OF REIGATE AND BANSTEAD**  
**COMMERCIAL VENTURES EXECUTIVE SUB-COMMITTEE**

Minutes of a meeting of the Commercial Ventures Executive Sub-Committee held at the New Council Chamber - Town Hall, Reigate on 17 November 2022 at 6.30 pm.

Present: Councillors T. Archer (Chair), T. Schofield, M. A. Brunt (Leader) and V. H. Lewanski (Vice-Chair).

Also present: Councillors J. C. S. Essex and N. D. Harrison.

**29. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**30. MINUTES OF THE PREVIOUS MEETING**

**RESOLVED** to approve the minutes of the previous meeting held on 20 October 2022 as a correct record.

**31. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**32. PROJECT BASEBALL CLOSURE, NOVEMBER 2022**

The Executive Member for Investment and Companies, Councillor Archer, introduced the report, which sought to formally record the Council's operational decision to close Project Baseball.

An opportunity for the Council to bring forward the development of a crematorium facility in the borough was identified and a proposal was presented to the Commercial Ventures Executive Sub-Committee in December 2019. The recommendation to approve the funding required to undertake the feasibility activities was subsequently supported by the Council.

In September 2021 the planning application associated with the project was refused by Planning Committee, and having investigated potential options post-refusal, it was established that under the circumstances, all proved unviable. As such, it was agreed that project closure should be investigated.

The purpose of the report was to provide an account of the project's performance, and how it was anticipated to support the delivery of the Council's Corporate Plan objectives.

The recommendation was to note that the project should follow the Council's internal project closure process.

The Executive Member commended the recommendations for approval by the Executive Sub-Committee, and upon a vote it was –

**RESOLVED** to note the operational decision to formally close Project Baseball.

### **33. ASSET MANAGEMENT PLAN 2023-2028**

The Executive Member for Investment and Companies explained that the Council's Asset Management Plan formed part of a suite of plans and strategies that supported the delivery of the Corporate Plan.

The use of property impacted on every aspect of the Council's activities, and it was therefore important that the Council took a holistic view of its assets and adopted a co-ordinated approach to asset management, in order to ensure that the Council's assets were:

- effectively and efficiently managed;
- safe and fit for purpose; and
- able to meet the needs of the Council's operational services and service users.

The updated Asset Management Plan was re-written for the current Corporate Plan period, and it provided a framework to meet the Council's property objectives in the context of its other plans and strategies, including the:

- Commercial Strategy;
- Medium Term Financial Plan;
- Capital Investment Strategy; and
- Environmental Sustainability Strategy.

The Executive Member commended the recommendations for approval by the Executive Sub-Committee, and upon a vote it was –

**RESOLVED** to approve the Asset Management Plan 2023 – 2028 to form the Council's framework for future property asset management and development decisions.

### **34. FUTURE OPERATION OF COUNCIL-OWNED CAFE PREMISES**

The Executive Member for Investment and Companies, Councillor Archer, introduced the report, which proposed to lease-out three Council-owned park cafés on a full repairing and insuring lease basis, as the originally expected benefits of the contract were not being achieved.

The proposals concerned the Council-owned cafés in Priory Park in Reigate, Memorial Park in Redhill and at the Lady Neville Recreation Ground in Banstead.

The occupiers would operate their own businesses and pay the Council rent as a tenant, with the Council having no responsibility for the maintenance of the properties or the day-to-day operation of the café businesses.

This would result in revenue budget expenditure savings and an increased income stream and would better align their operation with the Council's financial and corporate objectives.

Visiting Members requested access to the exempt papers and the committee resolved to share this information following the meeting.

The Executive Member commended the recommendations for approval by the Executive Sub-Committee, and upon a vote it was –

**RESOLVED** to approve a phased programme of marketing and re-letting of the three Council-owned cafe premises at Priory Park, Reigate, Memorial Park in Redhill and the Lady Neville Recreation Ground in Banstead in order to secure a more sustainable income stream.

### **35. GREENSAND HOLDINGS LIMITED - FUNDING REQUIREMENT**

This item was withdrawn as all the relevant information had not been received at the time of the meeting. A full report would be presented to a future meeting of the Sub-Committee in due course.

### **36. PARTNERSHIP ACTION - HORLEY BUSINESS PARK DEVELOPMENT LLP**

The Executive Member for Investment and Companies, Councillor Archer, introduced the report which recommended that the Sub-Committee, as Partner Representative for Horley Business Park Development LLP:

- 1) Received and reviewed the Company's Annual Report and Financial Statements for the year ended 31 December 2021 and direct the Council's Board Representatives to approve them.
- 2) Directed the Council's Board Representatives to approve the re-appointment of Moore Kingston Smith LLP as auditor for the Company for the year to 31 December 2022; and
- 3) Authorised the Council's Board Representatives to the Company to fix the auditors' remuneration for the year to 31 December 2022, as set out in the exempt Part 2 of the agenda.

The Annual Report was in draft and was set out in the exempt Part 2 of the agenda and would not become publicly available until it was approved by both LLP partners.

The Executive Member commended the recommendations for approval by the Sub-Committee, and upon a vote it was –

#### **RESOLVED:**

1. To direct the Council's Board Representatives to approve the Company's Annual Report and Financial Statements for the year ended 31 December 2021 as set out in the exempt, Annex 1, at Part 2 of this agenda;
2. To authorise the Council's Board Representatives to the Company to approve the re-appointment of Moore Kingston Smith LLP as auditor for the Company for the year to 31 December 2022; and

3. To authorise the Council's Board Representatives to the Company to fix the auditors' remuneration for the year to 31 December 2022, as set out in the exempt, Annex 2, Part 2 of this agenda.

**37. ANY OTHER BUSINESS**

There was no urgent business.

The Meeting closed at 6.57 pm