

Notice of Meeting

Cabinet Member for Property, Waste and Infrastructure Decisions



Date and Time

Tuesday, 22 April
2025 at 12.30 pm

Place

Council Chamber,
Woodhatch Place,11
Cockshot Hill,
Reigate, Surrey, RH2
8EF

Contact

Toby Nash
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@SCCdemocracy



Cabinet Member:
Natalie Bramhall

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If you would like to attend and you have any special requirements, please email Toby Nash at toby.nash@surreycc.gov.uk. Please note that public seating is limited and will be allocated on a first come first served basis.

AGENDA

1 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- i. Any disclosable pecuniary interests and / or
- ii. Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

Notes:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

2 PROCEDURAL MATTERS

a MEMBERS' QUESTIONS

The deadline for Members' questions is 12pm four working days before the meeting (14 April 2025).

b PUBLIC QUESTIONS

The deadline for public questions is seven days before the meeting (15 April 2025).

c PETITIONS

The deadline for petitions was 14 days before the meeting, and no petitions have been received.

3 DISPOSAL OF 30 ST MARTINS CLOSE, EAST HORSLEY, LEATHERHEAD, KT24 6SU

(Pages
5 - 14)

The report seeks approval of the Cabinet Member for Property, Waste and Infrastructure, to the freehold disposal of 30 St Martins Close, East Horsley, Leatherhead, KT24 6SU following an open market campaign. The asset is offered with full vacant possession with Surrey County Council (The Council) accepting, as part of the transaction, a part surrender of the current headlease held over the asset by Halsey Garton Residential Ltd (HGR).

A separate part 2 report contains information which is exempt from Access to Information Requirements by virtue of Schedule 12A Local Government Act 1972, paragraph 3, "Information relating to the financial or business affairs of any particular person (including the authority holding that information)".

4 EXCLUSION OF THE PUBLIC

RECOMMENDED: That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.

5 DISPOSAL OF 30 ST MARTINS CLOSE, EAST HORSLEY, LEATHERHEAD, KT24 6SU

(Pages
15 - 20)

Part 2 report for agenda item 3.

The report seeks approval of the Cabinet Member for Property, Waste and Infrastructure, to the freehold disposal of 30 St Martins Close, East Horsley, Leatherhead, KT24 6SU following an open market campaign. The asset is offered with full vacant possession with Surrey County Council (The Council) accepting, as part of the transaction, a part surrender of the current headlease held over the asset by Halsey Garton Residential Ltd (HGR).

The part 2 report contains information which is exempt from Access to Information Requirements by virtue of Schedule 12A Local Government Act 1972, paragraph 3, "Information relating to the financial or business affairs of any particular person (including the authority holding that information)".

Terence Herbert
Chief Executive
Published: 10 April 2025

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Thank you for your co-operation.

QUESTIONS AND PETITIONS

Cabinet and most committees will consider questions by elected Surrey County Council Members and questions and petitions from members of the public who are electors in the Surrey County Council area.

Please note the following regarding questions from the public:

1. Members of the public can submit one written question to a meeting by the deadline stated in the agenda. Questions should relate to general policy and not to detail. Questions are asked and answered in public and cannot relate to “confidential” or “exempt” matters (for example, personal or financial details of an individual); for further advice please contact the committee manager listed on the front page of an agenda.
2. The number of public questions which can be asked at a meeting may not exceed six. Questions which are received after the first six will be held over to the following meeting or dealt with in writing at the Chairman’s discretion.
3. Questions will be taken in the order in which they are received.
4. Questions will be asked and answered without discussion. The Chairman or Cabinet members may decline to answer a question, provide a written reply or nominate another Member to answer the question.
5. Following the initial reply, one supplementary question may be asked by the questioner. The Chairman or Cabinet members may decline to answer a supplementary question.

SURREY COUNTY COUNCIL

DATE: 22 APRIL 2025
REPORT OF CABINET MEMBER: NATALIE BRAMHALL, CABINET MEMBER FOR PROPERTY, WASTE AND INFRASTRUCTURE
LEAD OFFICER: DIANE WILDING, DIRECTOR OF LAND AND PROPERTY
SUBJECT: DISPOSAL OF 30 ST MARTINS CLOSE, EAST HORSLEY, LEATHERHEAD, KT24 6SU
ORGANISATION STRATEGY PRIORITY AREA: GROWING A SUSTAINABLE ECONOMY SO EVERYONE CAN BENEFIT/ EMPOWERING COMMUNITIES

SUMMARY OF ISSUE:

This report seeks approval of the Cabinet Member for Property, Waste and Infrastructure, to the freehold disposal of 30 St Martins Close, East Horsley, Leatherhead, KT24 6SU following an open market campaign. The asset is offered with full vacant possession with Surrey County Council (The Council) accepting, as part of the transaction, a part surrender of the current headlease held over the asset by Halsey Garton Residential Ltd (HGR).

A separate part 2 report contains information which is exempt from Access to Information Requirements by virtue of Schedule 12A Local Government Act 1972, paragraph 3, "Information relating to the financial or business affairs of any particular person (including the authority holding that information)".

RECOMMENDATIONS:

It is recommended that the Cabinet Member:

1. Formally declares the asset surplus to operational requirements (in consultation with The Leader and Deputy Leader).
2. Approves the sale of 30 St Martins Close, East Horsley, Leatherhead, KT24 6SU to the party, at the price and subject to the conditions, noted in the part 2 report. The sale is conditional upon the simultaneous surrender of the headlease held over the asset by HGR which has been agreed by the HGR Board.
3. Approves the HGR premium for the surrender of its interest from the gross receipt and notes there is debt aligned to this asset, with both parties bearing their own costs and appointments of their own professional team.
4. Delegates authority to the Executive Director for Environment, Property, and Growth in consultation with the Director of Land and Property to finalise the transaction and enter into all associated legal agreements.

Reasons for Recommendations:

- Following an open marketing campaign of the vacant property known as 30 St Martins Close, East Horsley, Leatherhead, KT24 6SU, terms have been agreed to sell the freehold interest to the party, and at the price, noted in the part 2 report.
- The asset was part of the first tranche of residential properties transferred by the Council to HGR in August 2020, with a premium paid by HGR to the Council for a head-leasehold interest. The HGR Board has requested that it be handed back to the Council and sold. The Council has no operational requirements for the property.
- The Cabinet Member is asked to formally declare the asset surplus to operational requirements under the Council's Constitution.

Executive Summary:

1. The property consists of a 3-bed terraced house that was transferred to HGR by the Council under a 40-year lease in August 2020. At the time of transfer, the property was tenanted. The property became vacant as of 13 January 2025.
2. The property has been openly marketed by residential marketing agents, Curchods, on a freehold and vacant possession basis subject to contract and survey. Following the marketing campaign over a period of 6 weeks, bids received are as noted in the part 2 report.
3. Curchods recommended the highest offer, also based on status and financial terms of the bidder as outlined in the part 2 report.
4. HGR holds a 40-year lease at a peppercorn rent (expiring August 2060) over this asset. A premium will be paid to HGR from the gross capital receipt of sale to reflect its surrender value.

CONSULTATION:

5. The following have been consulted on the proposal within this report:
 - HGR Board.
 - Shareholder Investment Panel.
 - Property Panel.

RISK MANAGEMENT AND IMPLICATIONS:

6. Risks identified at this stage and mitigating actions are set out below:

	Risk description	Mitigation
1	Purchaser withdraws from the purchase	The Council has ability to remarket the asset.

	Risk description	Mitigation
2	Void costs	HGR continue to manage the asset until its formal sale. See part 2 report.
3	Mortgage-ability and funding	See part 2 report.
4	Net Zero Carbon targets	See part 2 report.
5	Survey	See part 2 report.

Financial and value for money implications:

7. The transaction arises from an open marketing campaign.
8. The bid was confirmed as best value by the marketing agents as outlined within the part 2 report. It is recommended that a variance (see part 2 report) be approved to cover any subsequent renegotiation of the reported bid price arising from any unforeseen Title or Survey issues during the final conveyance process. If this offer is withdrawn, the asset can be subsequently remarketed to secure a bid at the minimum acceptable level, outlined in the part 2 report.
9. The disposal will be subject to costs of sale including legal and agency fees which will be approximately 2% of the sale value.
10. The leasehold arrangement between the Council and HGR will be surrendered simultaneous with completion.

Section 151 Officer commentary:

11. Surrey County Council, like all local authorities, continues to operate in a very challenging financial environment, with significant budgetary pressures and future funding uncertainty. Despite coming from a position of strong financial resilience, the Council is not immune to the impact of increasing demand and costs of service delivery. The Council has a duty to ensure its expenditure does not exceed the resources available and therefore it is vital that we continue to place significant importance on financial management, the delivery of efficiencies and reducing spending, to protect service delivery and achieve a balanced budget position each year.
12. In addition to delivering services within a balanced budget, the Council needs to consider the medium-term financial outlook beyond 2025/26. With little clarity on the Council's funding in the medium term, our working assumption is that financial resources will continue to be constrained. This, coupled with the impact of Local Government Reorganisation, places an onus on the Council to continue to consider issues of medium term financial sustainability as a priority, in order to ensure the stable provision of services both for the remaining term of Surrey County Council and that of future unitary authorities into the medium term.

13. The proposal in this report supports the wider strategy for asset rationalisation and the capital receipt supports the funding of the capital programme. There is minimum revenue impact. As such the recommendations support the delivery of the capital receipts target assumed in the MTFS.

Legal implications – Monitoring Officer

14. This paper seeks approval to dispose of the freehold interest of the property known as 30 St Martins Close, East Horsley, Leatherhead, KT24 6SU. The property is currently held by HGR by way of a leasehold interest which will need to be surrendered.
15. The Council has powers under legislation to pursue the proposals set out in this paper. Under Section 123 of the Local Government Act 1972, local authorities have the power to dispose of property in any manner they wish subject to the disposal being for the best consideration reasonably obtainable. The Council should ensure that the price for any disposal is “market value” to comply with Section 123 of the Act.
16. As this disposal is conditional upon the simultaneous surrender of the HGR leasehold interest over the asset, authority will also be required for the acquisition by the Council by way of the surrender.
17. Due regard to the Council’s fiduciary duties to residents in respect of utilising public monies should be considered and the Cabinet Member will want to satisfy themselves that the recommendations set out in this report represents an appropriate use of the Council’s resources.
18. All relevant steps and necessary checks as to the source of funds should be carried out during the transaction in accordance with the Council’s Anti-Money Laundering procedures.
19. It is noted that the Cabinet Member has been asked to formally declare this asset as surplus to operational requirements at recommendation 1. For any such declaration, all relevant guidance and the Council’s internal processes must be followed.
20. Legal advice should be sought to ensure the Council meets its obligations throughout all stages of the transaction.

Equalities and diversity:

21. A full Equality Impact Assessment is not needed as this proposed disposal does not impact adversely on any specific parties, but a sale is seen as a benefit for the wider community given it will be brought back into full use by a locally based resident.
22. The potential implications for the following Council priorities and policy areas have been considered. Where the impact is potentially significant a summary of the issues is set out in detail below.

Area assessed:	Direct Implications:
Corporate Parenting/ Looked After Children	None arising from this report.
Safeguarding responsibilities for vulnerable children and adults	None arising from this report.
Environmental sustainability	None arising from this report.
Compliance against net-zero emissions target and future climate compatibility/resilience	A property disposal has no specific implications.
Public Health	None arising from this report.

What Happens Next:

23. Lawyers are already instructed subject to Cabinet Member approval to the proposal in this report. They will be instructed to proceed with the freehold sale to include a simultaneous surrender of the HGR headlease interest once all delegated approvals and signatories have been secured.

Contact Officer:

Name, Amanda Nye, Residential Portfolio Manager, Estates, Land Property
Tel: 07885 745352

Consulted:

Natalie Bramhall, Cabinet Member, Property, Waste and Infrastructure, SCC.
Simon Crowther, Executive Director for Environment, Property and Growth, SCC.
HGR Board.
Shareholder Investment Panel
Property Panel
Property Legal Team (Kara Burnett, Greta O'Shea)
Finance Team (Louise Lawson, Rachel Wigley)

Appendices:

Appendix 1 - Brochure - 30 St Martins Close

Sources/background papers:

n/a

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CURCHODS



30 St. Martins Close

East Horsley, Surrey, KT24 6SU

3 Bedrooms | 1 Bathroom | 1 Reception Room

Offers in excess of £425,000

Freehold
Page 11



Conveniently situated in the village of East Horsley, this well-presented three-bedroom terraced home features UPVC double glazing and a garden. It is in excellent decorative condition and ready for immediate occupancy.

The property has a well-designed layout, including a spacious entrance hall with a porch from the front door and a cloakroom. The sitting/dining room extends from the front to the back of the house, while the well-equipped kitchen provides direct access to the garden.

Upstairs there are 3 bedrooms and a family bathroom. The property has gas fired central heating and is on mains drainage.

EPC C | Council Tax Band E



Key Features

- 3 bedrooms
- Sitting/dining room
- Kitchen
- Bathroom
- Cloakroom (W.C.)
- Double Glazing
- Garden
- Quiet location

Location

St Martins Close has a peaceful and private outlook to the front and offers very convenient access to the local shops at Bishopsmead Parade. The village centre is a mile away, offering more amenities including a Doctors surgery and library. Horsley station offers a regular service to London Waterloo in approximately 45 minutes. The county of town of Guildford is approximately 8 miles away. In addition, the house gives easy access to the surrounding stunning countryside offering much of which lies within the Surrey Hills area of outstanding natural beauty.

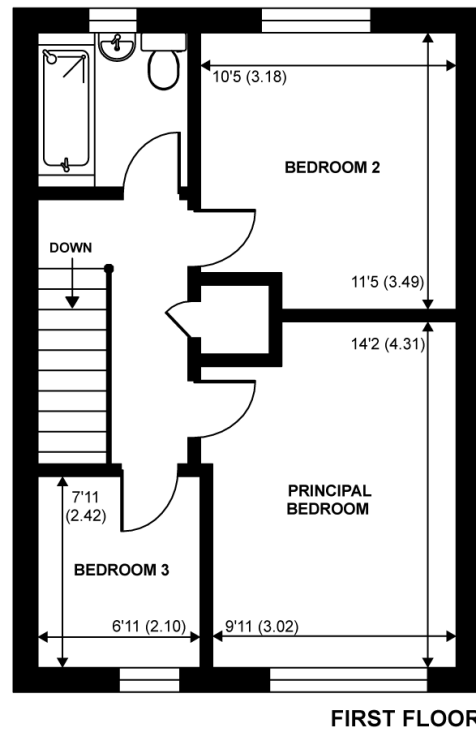
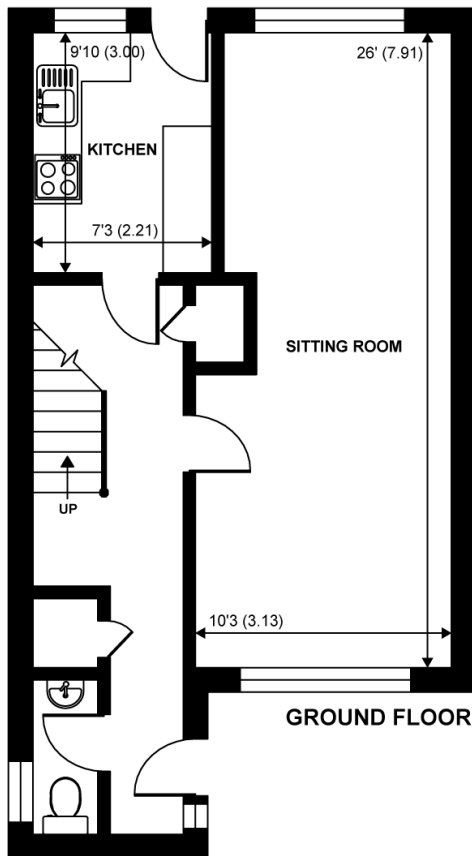
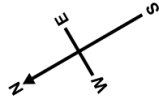
Additional Information

Our client has advised that the property has mains drainage, water, gas and electricity.
To be sold with Freehold Title.



Approximate Area = 934 sq ft / 86.8 sq m

For identification only - Not to scale



Floor plan produced in accordance with RICS Property Measurement 2nd Edition, Incorporating International Property Measurement Standards (IPMS2 Residential). © n1che.com 2025. Produced for Simpsons Estate Agents ta Curchods. REF: 1247442

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