



AGENDA

RECORD OF OFFICER DECISION MEETING

Date: Thursday, 25 August 2016

Time: 10.00 am

Venue: Cabinet Room, Swale House, East Street, Sittingbourne, Kent ME10 3HT

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| 1. | 25 year lease for hut at Minster Leas | Pages
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| | Decision made by the Head of Property. | |

Issued on 26 August 2016

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Director of Corporate Services, Swale Borough Council,
Swale House, East Street, Sittingbourne, Kent, ME10 3HT

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.RECORD OF OFFICER DECISION

This form must be completed by or on behalf of the relevant Officer immediately after any decision has been made. Please send to the Proper Officer for publication in accordance with the Council's Constitution.	
NAME OF OFFICER MAKING DECISION (INCLUDING JOB TITLE) AND THE DECISION BEING MADE	Anne Adams – Head of Property
TITLE OF REPORT	25 year lease for hut at Minster Leas
DATE THE DECISION WAS TAKEN	25 August 2016
SUMMARY OF REASONS FOR DECISION	<p>Cabinet considered the report of the Head of Property and the above Cabinet Member. The report set out proposals for a new 25 year full repairing lease to be granted for the premises to Paul Weeks of Vintage Vending and sought Members agreement to granting the lease.</p> <p>The terms of the lease have now been finalised and Delegated authority was given for the Head of Property in consultation with the Cabinet Member for Finance to finalise the terms.</p>
BACKGROUND	<p>A report was considered by the Cabinet on 2nd March 2016 [http://services.swale.gov.uk/meetings/ieListDocuments.aspx?CId=129&MId=1549&Ver=4]</p>
DETAILS OF ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	<p>The report to Cabinet on 2 March 2016 considered alternative options in relation to the grant of the lease i.e. either a longer or shorter lease or not to offer a lease at all. Neither of these options was recommended.</p>
DETAILS OF ANY CONSULTATION UNDERTAKEN	<p>The Cabinet Member for Finance was consulted on the finally agreed terms and draft Lease and confirmed his agreement to proceed.</p>
DETAILS OF ANY CONFLICTS OF INTERESTS	N/A
CONTACT FOR ENQUIRIES/FURTHER INFORMATION	Kent Parker – Estates Surveyor
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