

## EAST HERTS COUNCIL

### OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS

2014

### OFFICER DECISION WRITTEN RECORD

Reference:	OD/(to be added by Democratic Services)
Subject Matter:	Grant of Leases to Bishop's Stortford Town Council for Markwell Pavilion and New Community Studio and Consent to Under-letting of Markwell Pavilion at Castle Park, Bishop's Stortford
Date of Decision:	16/08/2023
Exempt/Confidential information (Yes/No):	No
If Exempt/Confidential – reason why:	
Name of Officer taking decision under delegated authority:	Steven Linnett
Source of delegated authority (constitution/express delegation/etc):	Acting under authority delegated within section 10.13.16 of the council's Constitution <i>'Lettings of all properties including council offices; consents to assignments and sub-lettings; the granting of</i>

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	<i>easements and licences; entering into leases, sub-leases, licences and easements on behalf of the council as lessee or lessor, sub-lessee, licensee or grantee as appropriate; consent to modification or release of restrictive covenants; rent reviews under existing and future leases, including the approval of terms, subject to reporting transactions half-yearly to the Executive</i>
Exercise of delegated authority approved by: <i>(if different from Officer taking decision)</i>	
Decision:	To approve the grant of a lease to Bishop's Stortford Town Council for both the Markwell Pavilion and the new community building and give approval for the grant of a sub-lease by the Town Council for Markwell Pavilion to operate as a café and public conveniences.
Reason(s) for Decision:	The Council has been working in partnership with Bishop's Stortford Town Council on a project to improve and enhance Castle Park. Included in this project are proposals for a café and public conveniences to operate in the building currently known as Markwell Pavilion and

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	<p>a new community facility (to be known as the Markwell Studio) in the former public conveniences. Markwell Pavilion is owned by the Town Council but sited on land owned by this Council. There is an existing ground lease still running but it has been agreed that a new 70 year full repairing lease will be granted at an initial rent of £2,000p.a. (subject to review) and the Town Council will underlet and manage the building as a café and public conveniences. The Town Council will also operate and manage the newly refurbished Markwell Studio as a community facility. The Council will grant a full repairing lease for 25 years at £1p.a. with the use restricted to community facility only. The granting of these two leases and the underlease to the café operator ensure these facilities are operated and managed to enhance the offering at Castle Park while removing the risk and financial liabilities to this Council and generate a small rental income.</p>

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Details of alternative options, if any considered and rejected:	N/A
Name of Officer who has confirmed with all Members involved in taking this decision whether they have pecuniary or non-pecuniary interest:	<i>Note: if a Member has a pecuniary interest they should not take part in making this decision. If a Member has a non-pecuniary interest, a judgement should be made as to whether they can contribute to making this decision; if in doubt, check with a Democratic Services Officer.</i>
Name(s) of any Member who has removed himself/herself from contributing to this decision because of a conflict of interest:	None
Signature of Decision Maker (where decision is taken in consultation with a Member):	Add electronic signature
Signature of Member consulted by Decision Maker (where decision is taken in consultation with a Member):	Add electronic signature

**SIGNATURES TO BE REDACTED**