

Knutsford Town Council

Town Clerk: Adam Keppel-Green

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Minutes of the

Assets and Operations Committee meeting held 2nd September 2019

In the Lower Council Chamber of the Town Council Offices

A19/030 Present

Cllrs Coan, Nicholson, Abel, Fletcher, Forbes, Gardiner, Gray and Hamilton Coan.

In attendance: A Keppel-Green (*Town Clerk*) and Cllr Beswick.

A19/031 To receive apologies for absence

Apologies were received from Cllrs Malloy and McCulloch (personal business)

A19/032 To note declarations of members' interests

No member declared an interest in any item.

A19/033 Public Participation

No members of the public were present.

A19/034 To receive and confirm the minutes of the meeting held on 22nd July

It was **RESOLVED** to confirm the minutes.

A19/035 To consider the committee budget and spending to date

The committee budget and spending to date was noted.

A19/036 To receive an update from the Council Offices Sub-Committee

The Town Clerk reported that the officer decision notice had been approved at Cheshire East Council and that a member of the Assets Department was due to visit the following day to confirm details on site before referring the matter to the Legal Department for the transfer to progress.

A19/037 To consider a report on Asset Transfers

It was **RESOLVED** to note the report and review the position in three months, subject to having received clarity from Cheshire East Council on its position on further transfers.

A19/038 To consider matters related to 60 King Street

- a) To consider the heads of terms for a new lease
- b) To consider the appointment of an agent to market the property
- c) To consider matters related to the former tenancy

It was **RESOLVED** to exclude the public and press on the grounds of the commercial sensitivity of discussions.

It was **RESOLVED** to approve the following terms for a new lease:

- a) Tenant to reimburse landlord costs of insurance
- b) Tenant to reimburse landlord costs of enforcing the lease covenants
- c) Landlord to have the right to inspect / survey the building (on notice, except in emergencies) without affecting the tenant's right to quiet enjoyment
- d) Landlord consent to be required for any alterations
- e) Tenant works to be inspected by landlord's surveyor at tenant cost

It was **RESOLVED** that the provision for the tenant to reimburse landlord costs of quinquennial surveys be included in the heads of terms.

It was **RESOLVED** not to include anything in the heads of terms on forfeiture, noting that the detail of what constitutes forfeiture will be determined in the detailed lease drafting stage.

It was **RESOLVED** to not to include a landlord break clause.

It was **RESOLVED** to not include anything in the heads of terms on assignment and that it is dealt with during negotiation on the full lease.

It was **RESOLVED** to not include anything in the heads of terms on subletting and that it be dealt with during the negotiation on the full lease.

It was **RESOLVED** not to include anything in the heads of terms on permitted use and that it is dealt with during the consideration of bids for the building and negotiation on the full lease and that a detailed condition survey highlighting the key aspects of the building to be preserved, enhanced or retained be prepared as part of negotiations on the full lease.

It was **RESOLVED** that the lease be prepared on the basis that the tenant be required to maintain the building to the same standard or improve (based on a condition survey at the commencement of tenancy) with the expectation that it will be managed to a standard reflecting the landmark town building that it is.

It was **RESOLVED** that the lease be excluded from the Landlord and Tenant Act 1954 and to consider any proposed lease length as part of the bids.

It was **RESOLVED** that the annual rent be adjusted annually by RPI.

It was **RESOLVED** to appoint Savills to market the property subject to them providing a full viewing service and provide regular reporting on viewings and interest.

The Town Clerk reported that La Belle Epoque Limited was now in liquidation and that a final invoice had been sent to the company. It was further reported that the company had not responded to the requisite notice and that the chattels left at the end of the tenancy would now be disposed of.

It was **RESOLVED** to readmit the public and press.

A19/039 To consider the committee's Actions Log

The log was noted.

A19/040 Member questions to the Town Clerk

The Town Clerk responded to questions advising that the Cemetery Chapel works had been delayed due to further information being requested by the Conservation Officer in advance of consent being granted.

A19/041 To note the date of the next meeting
The date was noted.

FINAL