

KNODISHALL PARISH COUNCIL

MINUTES OF THE MISSION ROOMS COMMITTEE HELD ON 16TH SEPTEMBER 2021

PRESENT: Councillors E Hayward, J Mayhew, and Clerk H Brewell
Mr T Haxell

The meeting commenced at 7pm

1. It was agreed to appoint Cllr Mayhew as Chair.
2. The 2006 draft agreement between the Church and Knodishall Playgroup was discussed. Key points for the draft lease agreement between the Church and Knodishall Parish Council:
 - 99 year lease (as indicated in the letter dated 13th July 2021 from Rector Mark Lowther to KPC).
 - No break clauses.
 - Lease is for the site not the existing building, and needs to contain minimum building specifications for the new building that are similar to the existing building.
 - Mr Haxell is recommending the £250 yearly rate is continued.
 - That KPC are allowed to sub-let / hire to other organisations.
 - Landlord inspections every six months are not necessary.
3. Mr Haxell will aim to have a draft lease agreement drawn up by Birketts Solicitors before the next meeting, so there is time to read it before the meeting.
4. KPC would be liable for insurance, utilities, and maintenance. Mr Haxell will supply the figures at the next meeting.
5. The Clerk will obtain estimates from local solicitors for lease agreement work on behalf of KPC.
6. Cllr Mayhew advised that estimates / budgets for the new building will need to be reviewed before KPC can sign the lease agreement.
7. Cllr Mayhew requested that representatives from Knodishall Playgroup attend the next meeting to discuss their requirements and plans for the new building.
8. Date of next meeting: Thursday 14th October 2021 at 7pm at The Mission Rooms.

Chair closed the meeting at 7.55pm.