

# CABINET MEMBER DECISION



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

## Decision:

That agreement is given for the surrender and re-grant of the lease between South Kesteven District Council and Lincolnshire Country Council to enable the Registrar's office to relocate within the building at the Community Point Bourne.

### (1) **Details of Decision**

To seek approval to surrender and re-grant the lease between South Kesteven District Council and Lincolnshire County Council at Bourne Community Point to enable the Council to relocate the Registrar's office elsewhere within the building.

### (2) **Considerations/Evidence**

The Council owns the freehold of the property at the Community Point, Bourne.

The lease between the Council and the Tenants commenced in March 2013 and runs for a term of 15 years. The Council have approached the tenant about re-locating the Registrar's office to enable the Corn Exchange to use the existing registrar's office as a changing facility. The tenant currently uses the Lobby as an ancillary to the Registrars office. The tenant has put forward a request to use rooms 02 (Interview Room) and 03 (Meeting room) as an alternative location.

Given that this request would amend the tenants existing demise, the lease would not be able to be varied or altered, and a surrender and re-grant of the existing lease is required. The tenants leased area will change to reflect the relocation of the registrar's office however all other terms will remain the same as stated within the existing lease.

The tenant would have access to rooms 02 and 03 via the external door. The Council proposes to grant the tenant and its users of the Registrars Services shared use of the corridor for the purpose of access.

The Council has agreed to carry out the necessary works to enable the tenant to access the proposed new location. These works include reconfiguring the timber gates to create a side access point to the building and securing the back lobby by extending the fob access system.

The Council has also agreed to obtain any consents or permissions for the works to be carried out to the proposed change of use of the entrance and also to ensure that the alterations comply with an updated Fire Risk Assessment.

The tenant will be responsible for the maintenance and repair of this new area, and all other terms will be as per the existing lease.

**(3) Reasons for Decision:**

The Council have limited alternative spaces within the building available to relocate the registrars. If the Council didn't relocate the registrars, events at the Corn Exchange would continue to be challenging to manage operationally.

**Conflicts of Interest**

**(Any conflict of interest declared by any other Cabinet Member consulted in relation to the decision to be recorded).**

None

**Dispensations**

**(Any dispensation granted by the Monitoring Officer in respect of any declared conflict of interest to be noted).**

None

**Decision taken by:**

Name: Councillor Kelham Cooke  
The Leader and Cabinet Member for Corporate Services and Property

**Date of Decision: 07 January 2021**

**Date of Publication of Record of Decision: 07 January 2021**

**Date decision effective (i.e. 5 days after the date of publication of record of decision unless subject to call-in by the Chairman of an Overview and Scrutiny Committee or any 5 members of the Council from any political groups):**

**15 January 2021**