

From: Andrew Symonds [andrew.ajims@gmail.com](mailto:andrew.ajims@gmail.com)  
Subject: Fwd: Draft report for parish council for consideration  
and agreement  
Date: 10 Dec 2019 at 8:37:43 am  
To: Andrew symonds [andrew.ajims@gmail.com](mailto:andrew.ajims@gmail.com)

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## RENEWING THE LEASE OF CUCKFIELD MUSEUM WITH THE LANDLORD, CUCKFIELD PARISH COUNCIL.

### Introduction.

The Museum has been a tenant in the Queens Hall since 1995; the original lease term with its extension will expire on 1st April 2021.

The Museum is changing its Charitable status from individual trustees to a Chartered Incorporated Organisation (CIO). In so doing the museum needs to amend its name and status in the existing lease. This would be done with a legal assignment, involving solicitor's fees.

Whilst checking the lease details the current expiry date was noted, and with the proximity of the end of the lease it was thought to be prudent to combine the two legal activities.

The Parish Council is asked to agree to the creation of a new lease on almost identical grounds as the existing.

### Current Situation( backed up with relevant documents)

- \* 21 year lease commencing 1 April 1995 for 21 years with five year reviews.

- \* Lease extended by five years to 1 April 2121. See parish minute 13 May 2004

- \* Deed of variation 8 August 2011 appended plan of basement, ground floor and first floor defining areas referred to in the lease.

### Proposed new Lease

- \* existing lease terminated with three months notice.
- \* 25 year lease with five year reviews commencing 1 April 2020.
- \* same covenants and conditions as current lease except for rent (see below)
- \* rent would be a peppercorn annually
- \* museum would underwrite any legal costs incurred by the Parish Council in the creation of the new lease.

Andrew Symonds

Chairman Cuckfield Museum Trustees

20 November 2019