

**Heads of Terms – Licence  
SUBJECT TO CONTRACT**

<b>Licensor</b>	North Yorkshire County Council County Hall Boroughbridge Road Northallerton DL7 8AD
<b>Licensor's solicitor</b>	NYCC Legal & Democratic Services (address as above)
<b>Licensor's agent</b>	Lynne Hall (01609 535789) Lynne.hall@northyorks.gov.uk
<b>Licensee</b>	Kirkbymoorside Town Council The Shambles Kirkbymoorside York YO62 6AY
<b>Licensee's solicitor</b>	None – draft lease to Licensees agent
<b>Licensee's agent</b>	Lisa Bolland (clerk) Town.clerk@kirkbymoorsidetowncouncil.gov.uk
<b>Premises</b>	Part Church House 7 High Market Place Kirkbymoorside York North Yorkshire YO62 6AT (As indicated on the attached plan)
<b>Term</b>	Five years from 1 September 2015.
<b>Licence Fee</b>	£ 1,500 per annum, to be paid annually, in advance.
<b>Licence Fee Review</b>	The licence fee will be reviewed on the third anniversary of the term.
<b>Legal Fees</b>	The Licensee will meet in full the legal costs incurred by the licensor in obtaining landlord's consent to the granting of this licence, and will contribute an additional £500 towards the licensors legal costs.
<b>Rights Granted</b>	<ul style="list-style-type: none"> <li>• The right to use rooms 8 and 9, tinted red on the plan between the hours of 0900 and 1700 Monday to Friday only, as an office.</li> <li>• The right to use the rooms tinted yellow on the plan, comprising toilet and kitchen facilities, during the same times.</li> <li>• The right to use room 14, tinted green on the plan, to hold Council Meetings on not more than one day per month and for no longer than three hours.</li> <li>• Rights of access and egress through the library building to reach the premises.</li> </ul>
<b>Maintenance</b>	The premises will be maintained by the licensor.
<b>Cleaning</b>	The premises will be cleaned by the licensor.
<b>Indemnity</b>	<ul style="list-style-type: none"> <li>• The licensee will indemnify the licensor against all claims arising from the licensee's use of the premises.</li> <li>• The licensee will carry public liability insurance in the sum of five million pounds.</li> </ul>

<b>Alienation</b>	<ul style="list-style-type: none"><li>• The licence is personal to the licensee and may not be assigned to third parties.</li><li>• The licensee may not share occupation of the premises with a third party.</li></ul>
<b>Termination</b>	<ul style="list-style-type: none"><li>• The licence may be terminated by either party subject to three months written notice.</li><li>• Refund of fee paid will be made in the event of termination (on a pro-rata basis).</li></ul>

Prepared by Lynne Hall, NYCC Corporate Asset Management, 8 May 2015

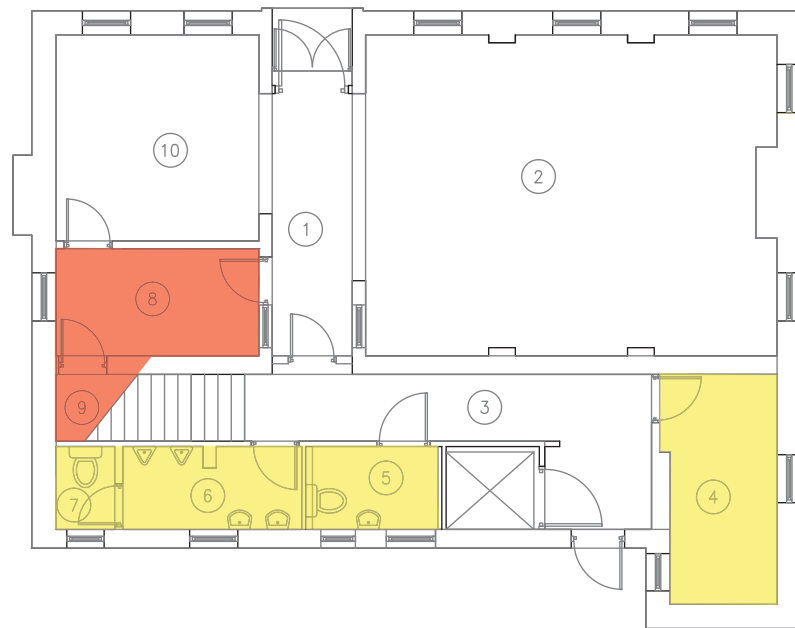
Last Amended:

Revision Notes

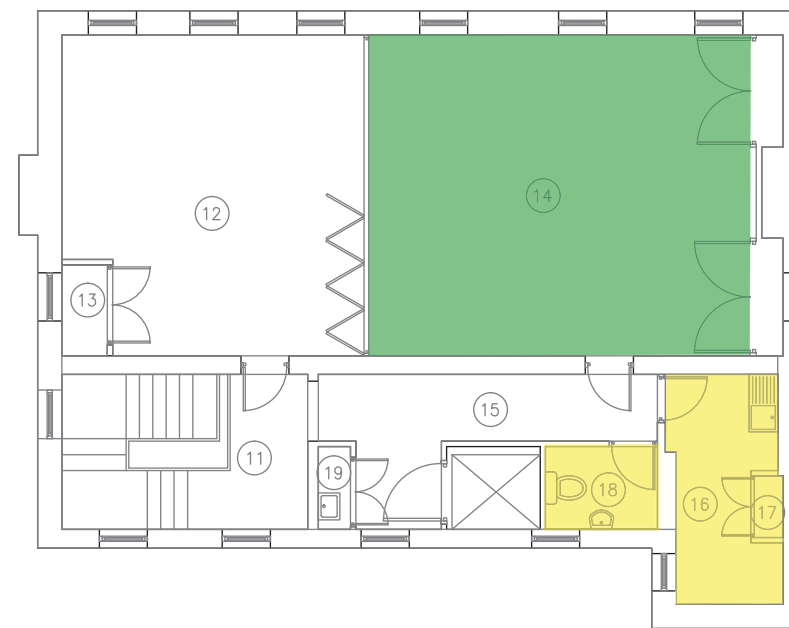
REVISION B  
12 JANUARY 2011  
MINOR CHANGES AS PER SURVEYOR INSTRUCTION.

REVISION C  
09 JANUARY 2012  
MINOR CHANGES AS PER SURVEYOR INSTRUCTION.




SITE VISITED FEBRUARY 2014 NO CHANGES MADE.



MAIN BUILDING - X782  
GROUND FLOOR



MAIN BUILDING - X782  
FIRST FLOOR

-  WALL DUCT
-  FLOOR DUCT
-  CEILING DUCT

This drawing and its contents remains the property of NYCC, Corporate Property Management and should not be used for architectural design purposes.

Notes



Title  
Kirkbymoorside Library














Building & Room No. Identification Plan

Plan prepared by Property Data Team

Scale	Drawn	Checked	Date
1:100	KA	KM	09/01/2012

Unique Property Number - UP No.	Sheet No.
2311	Sheet 1 of 1

Room Numbers	Revision
Numbers Used 1 to 19	C

LEGEND	
LINEAR	AREA
ASBESTOS INSULATING BOARD	
ASBESTOS CEMENT	
ASBESTOS INSULATION	
ASBESTOS TOILET CISTERNS	
ASBESTOS GASKETS/ASBESTOS ROPE	
ASBESTOS CONTAINING BITUMEN PRODUCT	
ASBESTOS THERMOPLASTIC FLOOR TILES/LINOLEUM	
ASBESTOS CONTAINING TEXTURED COATING	
ASBESTOS SPRAY COATING	
FIREBOARD WITH AN ASBESTOS SKIM	
ASBESTOS INSULATING BOARD/ INSULATION DEBRIS	
ASBESTOS CEMENT DEBRIS	
NO ACCESS	
OTHER SPECIFY	