

HEADS OF TERMS

Subject to contract and without prejudice

1.Property Address	Kinmel Bay Community Centre Foryd Road Kinmel Bay LL18 5BT
2.Licensed Area	Kinmel Bay Community Centre
3.Licensor's property	Multi Use Building Foryd Road Kinmel Bay LL18 5BT
4.Licensor	Conwy County Borough Council
5.Licensee	Towyn & Kinmel Bay Town Council, Community Resource Centre, The Square, Off Foryd Road, Kinmel Bay, LL18 5BT
Please confirm the names and addresses of the signatories (minimum of 3)	
Contact Dylan Thomas Email clerk@towynkinmelbay-tc.gov.uk Tel 01745 355899	
6.Licence fee	£1 if demanded
7.Deposit	None
8.Type of Agreement	Licence to occupy to undertake works pending freehold disposal.
9. Licensor's Initial Works	None
10. Licensee's Initial Works	Licensee to undertake works to replace the doors and windows of the Kinmel Bay Community Centre as per the 'Peninsula Windows- Home Improvement Proposal'.
11.Guarantor	None
12.Term	6 months (unless freehold disposal completed prior).
13.Commencement Date	To be agreed
14.Break Clause	None

15.1954 Act Protection (Renewal)	No
16.Rights	Licensee to benefit from a right of access over the communal area shaded blue on the attached plan, Licensee to arrange access with the tenant of Kinmel Bay Community Centre prior to works commencing.
17.Rent Review	None
18.Assignment and Sub-letting	Absolute Bar - the interest granted is a Licence only.
19.Services and Service Charge	N/A
20.Repairing Obligations	Licensee responsible for repairing any damage caused to the Property whilst the proposed works are being undertaken, a schedule of condition will be provided. Licensee responsible for all works carried out as per the 'Peninsula Windows- Home Improvement Proposal' including ongoing repairs and maintenance until such a time that the freehold transfer for the Property is completed. In the event that the transfer does not complete the works will become the property of the Licensor.
21.Collateral Warranties	Licensor to benefit from any guarantees granted for the door and windows under the 'Peninsula Windows- Home Improvement Proposal' until such a time that the freehold transfer is complete and/or in the event that the transfer does not complete. Licensee to also provide the Licensor with the FENSA certificate on completion of works.
22.Alterations	Licensee to undertake work as per 'Peninsula Windows- Home Improvement Proposal'. Any additions or amendments to the 'schedule of works' will require landlord's prior written consent.
23.Permitted use	To undertake works to the windows and doors of the Kinmel Bay Community Centre
24.Insurance	Licensee to ensure all contractors undertaking works on the property have a minimum of £10 million public liability

	insurance and will provide copies of their policy to the Licensor.
25.Rates and Utilities	N/A
26.Professional Costs	Each party to bear their own costs
27.Conditions	Licensee to ensure all contactors undertaking works on the property have a minimum of £10 million public liability insurance and will provide copies of their policy to the Licensor.
28.Schedule of Condition	Licensor to carry out schedule of condition prior to works commencing.
29.General	Licensee to ensure the Property is secured when not in use. Licensee to ensure the Property and the communal area is left clean and tidy at the end of each day. Licensee to limit interference with the quiet enjoyment of all occupiers of the Premises.
30.Landlord's Solicitor's	Head of Legal Services Conwy County Borough Council Bodlondeb Conwy LL32 8DU
31.Tenant's Solicitor's	To be confirmed if applicable.
32.No Contract	These terms are subject to contract
33.Landlord's Agent	County Valuer and Asset Manager Estates & Asset Management Conwy County Borough Council Bodlondeb Conwy LL32 8DU Fao – Lydia Johnson lydia.johnson@conwy.gov.uk
34.Tenant's Agent	None
35.Payments read on completion	None