

## **Appendix three**

### **Chase Meadow Community Centre: Lease arrangements and Centre Governance**

As the freeholder and landlord of the building the Council has granted a lease to the operator (Chase Meadow Centre Partners). The operator has granted sub-leases of parts of the building to the Parochial Church Council (PCC) and to Chase Meadow Community Centre for exclusive use of their respective parts (PCC: Place of Worship; CMCC: Community/Sports Hall) together with rights of access to the shared areas in respect of the Building. See diagram below.

Chase Meadow Community Partners was established as an umbrella organisation to manage and maintain the facility on completion of the construction of the building. The company enables the Church to have equal status to CMCC in the relationship with the Council rather than being a subtenant of CMCC. The partners agreed to establish the Company as a Community Interest Company – which was felt to be the most appropriate company model for a partnership community centre.

Whilst the leases (head and sub-leases) set out the relationship between the landlord and tenants and the respective property rights, it was also agreed to create a Members Agreement (Appendix seven) to ensure that there is an agreed process on:

- (a) for the composition of the Board of the Company;
- (b) for the membership of the Company;
- (c) for arrangements as to the funding of the Company, and
- (d) for the operation of the Building which includes the rights of use by CMCC and the PCC which supplement the provisions set out in the Leases.

Key points to note about Chase Meadow Centre Partners:

The Board is made up of the following;

- CMCC - 2 Directors (2 votes)
- PCC - 1 Director (1 vote)
- WDC - 1 Director (Elected Member) (1 vote).

To cover the running costs and future maintenance of the Centre Chase Meadow Centre Partners will set an annual service charge to be paid by CMCC and the PCC in the following agreed proportions: CMCC – 94% and PCC - 6%.

Please note WDC is not liable for the contributing to the service charge or maintenance of the building.

