

DRAFT

The Chairman  
Friends of Delapre Abbey  
Central Stable Block  
Delapre Abbey  
Northampton

Our Ref: DM/glp/DLE005183  
Your Ref:  
Contact: Diana Marten  
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Date: [ ] February 2010

Dear Sirs

**LEASE OF GROUND FLOOR AND FIRST FLOOR ROOMS**  
**CENTRAL STABLE BOCK DELAPRE ABBEY**

Northampton Borough Council ("NBC") agree that for so long as the following conditions ("Conditions") are satisfied then notwithstanding the rent stated in the lease referred to above (£10,500.00 pa) a refund of part of that rent of £5,350.00 pa will be paid to you. The rent must be paid in full and on time each month and then if the Conditions remain satisfied a one-twelfth of the refund will be set of against the next monthly instalment when it is due.

The Conditions are that at all times:

- 1 That your constitution is generally satisfactory in NBC's reasonable opinion and makes detailed provision for:
  - a) the conduct of, attendance at, and frequency of meetings
  - b) the free and fair election of officers
  - c) members voting rights
  - d) admittance criteria and grounds for suspension or ejection of members
  - e) maintenance of audited accounts and the compliance with good and transparent accounting practices
- 2 That you apply all profits after the deduction of reasonable overheads agreed with NBC to the enhancement and preservation of Delapre Abbey and/or its grounds. You will vigorously pursue a programme of fund-raising activities suitable for the style and size of your organisation. Proper accounting practices will be used in managing this programme and a separate dedicated bank account will be maintained. All will be open to inspection by NBC when requested.

- 3 The programme of fund-raising events to be agreed in advance of publication on your website and/or generally with the Events Team of NBC and reviewed by both parties on a monthly basis. The rules laid down by the Events Team for the holding of events must be adhered to strictly at all times.
- 4 That you provide an agreed level of assistance to NBC in terms of volunteer work (and the obtaining of grant assistance if appropriate) to undertake an annual programme of works, such works to include maintenance of public lavatories, pathways etc as before. The programme detailing works to be undertaken will be agreed on the commencement of the lease and reviewed during each year on a monthly basis by NBC. These works must represent a value in monetary terms of at least the amount by which the rent is refunded under the terms of the first paragraph of this letter.
5. That the obligations of the Tenant under the lease are fulfilled generally, and in full, and all restrictions observed.

Yours faithfully

Diana Marten  
Principal Lawyer  
Legal Services