



The purpose of this paper is to update Members on the Town Council's temporary occupancy of the HSBC building on the basis of a Licence to Occupy and to provide any advice for its future use.

**No.   DETAIL**

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**1)   BACKGROUND**

- a) The town's HSBC Bank closed on 20 November and the Town Council agreed, on the basis set out in Report 97/15, at its meeting of 9 November to take up the offer of temporary occupancy until the sale of the building.
  - b) The purposes of the occupancy are to prevent the building standing empty in such a prominent position in the town's centre and to test the value of an accessible contact point for the Town Council and other service providers.
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**2)   PROGRESS**

- a) Discussions have continued on a positive and constructive basis with HSBC's Corporate Occupier Services
  - b) Heads of Terms were received on 15 November and a Licence to Occupy based on them was circulated to members of the Public Buildings Working Group at its meeting of 1 December and agreed as reflecting the previous discussions.
  - c) A copy of the Licence has been circulated to Members in advance of this meeting along with this Report.
  - d) Although it had been expected that the building could be occupied from 7 December it was delayed by HSBC until 14 December.
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**3)   USES**

- a) As detailed planning for the building's use is dependent on a viewing of the spaces available, only outline plans in line with the Town Council's purposes for occupancy as identified in 1(b) above have as yet been put in place.
  - b) Specifically, the building will be staffed and open to the public from 10am – 3pm Monday to Thursday.
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**4)   RECOMMENDATION**

Members are asked to approve the arrangements to date and consider its future uses.

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