



J Smart
Parish Clerk
Wroughton Parish Council
Ellendune Community Centre
Barrett Way
Wroughton
Swindon
SN4 9LW

Law and Democratic Services

Civic Offices, Euclid Street
Swindon, SN1 2JH
Tel: 01793 463000
Fax: 01793 463190
DX: 133055 Swindon 16
Minicom: 01793 436659

Please ask for: Andrew Oaten
Direct Dial No: 07971 360657
Email: aoaten@swindon.gov.uk
Our Ref: AJO/Parish Ise
Your Ref: JS

27 June 2019

Dear Sirs,

Re: Lease of Public Toilets – Wharf Road Wroughton Swindon

With reference to the above matter I now enclose, by way of service, Notice in accordance with Schedule 1 to Regulatory Reform (Business Tenancies) (England and Wales) Order 2003 (as amended).

Also enclosed is the form of Statutory Declaration in relation to that Notice, which will need to be completed by a duly authorised officer on behalf of the Parish Council and then duly sworn before a Solicitor or Commissioner.

I also enclose the engrossment lease and a duplicate of it, both of which have been sealed by Swindon Borough Council, in escrow, and which will now both need to be sealed by the Parish Council and an engrossment of the counterpart Lease.

Please would you now arrange for the Statutory Declaration to be sworn by an authorised signatory of the proposed tenant and for each of the enclosed Leases to be sealed by the Parish Council with the plan in each also being sealed and signed, in readiness for an early completion.

Please let me know as soon as the leases have been sealed and the Statutory Declaration duly sworn and we can then agree completion of the lease. Please do not date the lease until such time as that is agreed with the Council.

I look forward to hearing from you in due course.

Yours faithfully,

For and on behalf of
Chief Legal Officer