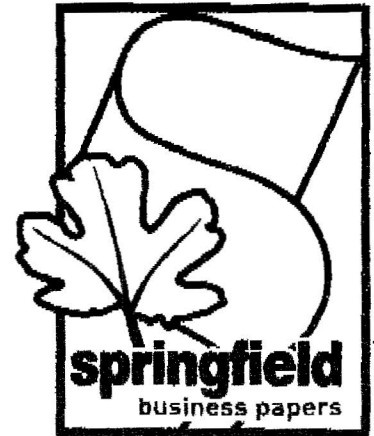


**FAX TRANSMISSION**

To: *Evan McCloskey*  
Company: *Pension Practitioners*  
Fax No: *020 8711 2522*  
From: *John Coldrick*  
Date: *19. 2. 2010*  
Number of Pages (total): *5*  
Ref: *Springfield Pension Scheme Lease.*



Tel: 0117 971 7417  
Fax: 0117 941 8516

10 Feeder Road

St Philips

Bristol BS2 0SB

*Evan:*

*Questionnaire follows for you to amend / add  
as necessary before it goes to Tony.*

*Regards*

## Lease Questionnaire:

## Your Instructions

Draw up a Lease Agreement for following situation:

Springfield Pension Scheme (SSAS) owns 35% of property, remaining 65% is owned by Springfield Business Papers. SPS will rent its share of property to SBP who will pay market rent established by valuation. Lease must satisfy requirements of HMRC and The Pension Regulator for pension schemes. Deed of Trust between SPS and SBP dated 28<sup>th</sup> January 2010 refers.

Description of the consideration payable and where the funds will be paid from - e.g. cash, in-specie

## Completion date required

Lease to commence 1<sup>st</sup> May 2010 (for 5 years)

## Additional Information

£100k. £100,000

£36,500  
S.B.P.  
35%

1. Full names and company registration numbers of all the parties involved. If a company, the names of the directors and secretary who shall sign for the company.

Springfield Pension Scheme (Trust), Long Acre, Ram Hill, Coalpit Heath, Bristol, BS36 2TZ. Trustees: John Roland Coldrick, Margaret Isabel Coldrick and Springfield Business Papers (Partnership), Spectrum House, St. Ivel Way, Warmley, Bristol, BS30 8TY. Partners: John Roland Coldrick, Margaret Isabel Coldrick, Roland Coldrick, Rose Coldrick, Alastair Stuart Leflaive, Rosanne Helen Leflaive, Lloyd Hamilton and Emma Louise Hamilton.

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Kingsbridge TQ7 1PE

2. Property full address and postcode and freehold title number

Spectrum House, St. Ivel Way, Warrley, Bristol, BS30 8TY  
F.H. Title No: GR252017

3. Initial rent to be reserved

£36,750 plus VAT (£43,181.25) per annum.

4. Service charge description. E.g will this include insurance, maintenance of common parts, sinking fund etc what arrangements are to be made for the repair and maintenance of the roof, the building and for keeping the outside parts of the property in good condition

Tenant to insure and maintain/repair.

5. Rent review period e.g 3 or 5 yearly

~~End of the term~~ 3rd year

6. Length of agreed term

5 years.

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7. Whether security of tenure should be given or whether lease is to end at end of the term

Option to renew

9. If lease is of part of the building the trustees should detail what rights they want over the rest of the building and the landlord should be asked at an early stage what rights he wants over the leased premises

None specified

8. What is the permitted use of the building. Landlords should be aware that if the use is too restrictive it will devalue the rent review valuation

Any use permitted by Planning Consent (see 9. below),  
i.e. mixed use Class B1a and Class B8.

9. What is the use of the property for planning/local authority purposes. Please supply the planning permission for the building and any subsequent planning consents

South Gloucestershire Planning Consent PK09/5445/F dated  
11th December 2009. Decision Notice sent by e-mail 18/2/2010.  
Copy of the plans required. The following apply for plans;

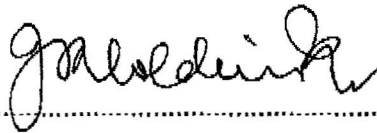
- a. The plan (site plan and floor plan both complying with the requirements below) must be drawn true to an appropriate scale (metric only 1/500 or 1/1250 for residential areas and 1/2500 for rural areas.), have its actual scale shown and show its orientation (north point/arrow). OS Sitemap 1/1250 sent by e-mail 18/2/2010
- b. Any dimensions shown must be in metric units, to two decimal places.
- c. The plan must show sufficient detail to enable the land in the lease (including any garage, bin store or garden ground) to be identified on the Ordnance Survey map and, where appropriate, the landlord's title plan.
- d. The property must be clearly identified by suitable colouring, edging or hatching.

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- e. Edgings should not be so wide as to obscure any other detail on the plan.
- f. Different floor levels must be identified both on the plan as well as in the verbal description in the lease.
- g. Disclaimer clauses or notes that the plan is not to scale or is for identification purposes only must not be used; applications based on such plans may be rejected.
- h. Colour references on the plan which I will then use to match the text of the deed.
- i. The plan must be signed by the landlord. If alterations are later needed we need the landlord's signature again.

Signed:



Name:

JOHN ROLAND COLDRIK

Date: 18/02/2010

Please email this form to: [tony@fazan.co.uk](mailto:tony@fazan.co.uk)

Or fax this form to: 01548 857071

Our telephone number for any queries is: 01548 856663

*Do you have an up to date will?*

*For instructions from Pension Practitioner clients we offer wills at £50 plus VAT as opposed to our usual £90 plus VAT fee.*

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