



FAO: Milly Southworth
Torpoint Town Council
1-3 Buller Road
Torpoint
Cornwall Council
PL11 2LD

Your ref:

My ref: BB/076699

Date: 26th January 2026

Please quote our reference on all correspondence

Dear Ms Southworth

Lease for Benodet Park

Please find enclosed the lease for the above letting in accordance with the new Heads of Terms agreed with the Council. The lease is a legally binding document, and should you have any concerns over the terms you must seek your own legal advice. The lease start date is left blank and will need to be agreed once you have returned the lease to me. As you will see explained below, the start date cannot be earlier than 16 days after the date of this letter.

If you are happy to enter into the lease please sign in the presence of a third party, as indicated on the final page of the lease. The witness cannot be a spouse or partner or anyone who is related to the director, but may be a neighbour, friend or colleague. The witness must sign and add their details where indicated. You must also sign the lease plans (although there is no need for these signatures to be witnessed).

I also enclose the Warning Notice to confirm that the lease has no security of tenure. Accompanying the notice is a declaration which is simply signed, provided we leave at least 14 days between the date when you receive the warning notice and the date when I complete the lease (allowing for 2 days whilst the letter is in the post, means the start date cannot be earlier than 16 days after the date of this letter).



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accept service of any legal
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or other electronic device**

Cornwall Council, Legal Services, 4th Floor, North
Wing, County Hall, Truro, Cornwall TR1 3AY

Tel: 0300 1234 100 www.cornwall.gov.uk



Once the lease has been signed and the declarations signed and dated, they need to be returned to me in order to arrange completion. Please send them marked for my attention: - Bethany Burgess, Legal and Democratic Service, Cornwall Council, New County Hall, Treyew Road, Truro TR1 3AY. If you have any queries over signing the documents, please contact me; I work flexibly so the best method of contact is by email. I look forward to hearing from you.

Yours sincerely

Bethany Burgess
Legal Assistant – Property
Legal and Democratic Service
Cornwall Council
Tel: 01872 322222
Email: Bethany.Burgess@cornwall.gov.uk

CONFIDENTIALITY NOTICE: This letter and any attachments are intended for the addressee/s only and contain information that may be confidential, subject to legal professional privilege or otherwise protected in law. Please note that if you are not the intended recipient of this letter, you must not copy, distribute or take any action based on its contents. If you have received this letter in error please notify us by telephone on 01872 322950 and return the letter to us by post as a matter of urgency. We will reimburse your postage costs.



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