

Members' Library Service Request Form

Date of Document	18/11/25
Originator	Sheena Leathard
Originator's Ref (if any)	
Document Title	Assignment of Ground Lease for Chalet Site 26 Belhaven Bay Holiday Chalet Park, Dunbar

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Unrestricted	<input type="checkbox"/>	Restricted	<input checked="" type="checkbox"/>
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If the document is “restricted”, please state on what grounds (click on grey area for drop-down menu):

Para 06 £ or Business Info

Additional information:

Authorised By	Thomas Reid
Designation	Head of Infrastructure
Date	18/11/2025

For Office Use Only:	
Library Reference	120/25
Date Received	18/11/25
Bulletin	Nov 25

COMMITTEE:	Members' Library Service
MEETING DATE:	18 November 2025
BY:	Head of Infrastructure
REPORT TITLE:	Assignment of Ground Lease for Chalet Site 26, Belhaven Bay Holiday Chalet Park, Dunbar
REPORT STATUS:	Private

1 PURPOSE OF REPORT

- 1.1 To note the assignment of the ground lease for Chalet Site 26 Belhaven Bay Holiday Chalet Park, Dunbar

2 RECOMMENDATIONS

Members are recommended to note that under the delegated powers of the Head of Infrastructure as set out in Appendix 2, Section 17.2 of Standing Orders, the assignment of the ground lease for Chalet Site 26 Belhaven Bay Holiday Chalet Park, Dunbar from David and Judith Booth to Ellen Lindsay has been approved on the following terms and conditions:

- 2.1 All lease terms and conditions will remain the same and will transfer to the assignee.
- 2.2 David and Judith Booth will be responsible for the legal fees and the Estates' administration costs incurred by the Council in connection with the transaction.

3 BACKGROUND

- 3.1 David and Judith Booth hold a ground lease for Chalet Site 26 at Belhaven Bay Holiday Chalet Park, Dunbar. The lease is for a period of ten years from 15th May 2022 at a current rent of £2,220 per annum with 5 yearly rent reviews. Under the terms of the lease, the Council's consent is required for an assignment of the lease.

- 3.2 The chalet on the site is within the ownership of David and Judith Booth. David and Judith Booth have provisionally accepted an offer to purchase the chalet from Ellen Lindsay and have approached the Council for consent to the assignation of the ground lease. Satisfactory financial references have been obtained for Ellen Lindsay and the proposed assignee is therefore acceptable to the Council as tenant for the ground lease.

4 POLICY IMPLICATIONS

- 4.1 None

5 RESOURCE AND OTHER IMPLICATIONS

- 5.1 Finance: Continuation of a rental income of £2,200 per annum subject to upward only reviews.
- 5.2 Human Resources: None
- 5.3 Other (e.g. Legal/IT): David and Judith Booth shall be responsible for the Council's legal and Estates' administration costs.
- 5.4 Risk: None

6 INTEGRATED IMPACT ASSESSMENT

- 6.1 **Select the statement that is appropriate to your report by placing an 'X' in the relevant box.**

An Integrated Impact Assessment screening process has been undertaken and the subject of this report does not affect the wellbeing of the community or have a significant impact on: equality and human rights; tackling socio-economic disadvantages and poverty; climate change, the environment and sustainability; the Council's role as a corporate parent; or the storage/collection of personal data.

☒

or

The subject of this report has been through the Integrated Impact Assessment process and impacts have been identified as follows:

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Subject	Impacts identified (Yes, No or N/A)
Equality and human rights	

Subject	Impacts identified (Yes, No or N/A)
Socio-economic disadvantage/poverty	
Climate change, the environment and sustainability	
Corporate parenting and care-experienced young people	
Storage/collection of personal data	
Other	

[Enter information on impacts that have been identified]

The Integrated Impact Assessment relating to this report has been published and can be accessed via the Council's website:

https://www.eastlothian.gov.uk/info/210602/equality_and_diversity/12014/integrated_impact_assessments

7 APPENDICES

7.1 Plan attached

8 BACKGROUND PAPERS

8.1 None

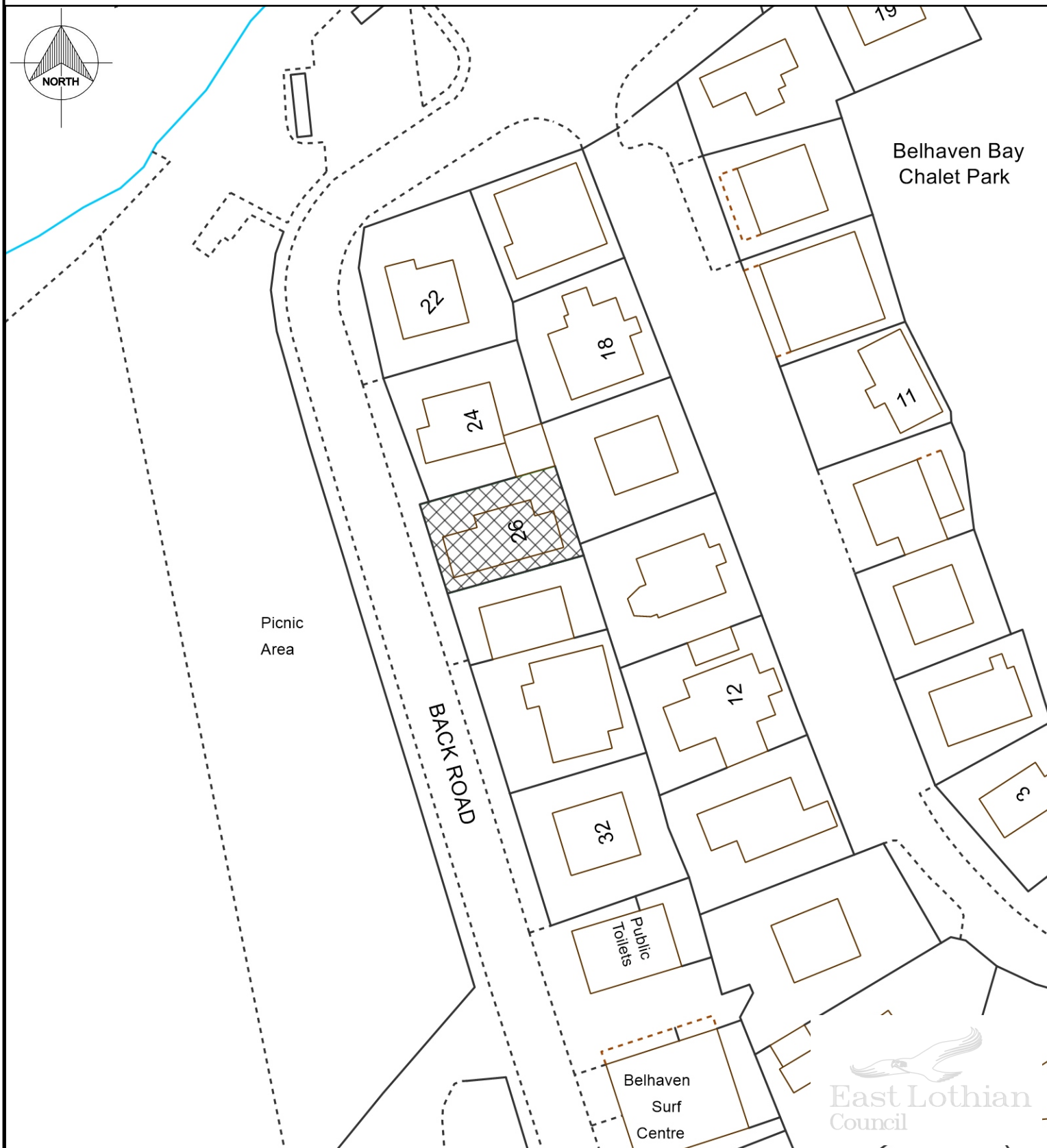
9 AUTHOR AND APPROVAL DETAILS

Report Author(s)

Name	Sheena Leathard
Designation	Estates Surveyor
Tel/Email	sleathard@eastlothian.gov.uk
Date	18 November 2025

Head of Service Approval

Name	Thomas Reid
Designation	Head of Infrastructure
Confirmation that IIA and other relevant checks (e.g. finance/legal) have been completed	
Approval Date	



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PROJECT
Members' Library Report Plan

DRAWING
Chalet Site 26
Belhaven Bay Holiday Chalet Park
Back Road
Belhaven, Dunbar

Scale
1:500

Date
07 November 2025

Drawn
CS

File Ref
22/B384/26

Drg No