



**LAND AND PROPERTY SUB-COMMITTEE MEETING
WEDNESDAY 3 SEPTEMBER 2025**

No	Item	Summary of Key Recommendations	Estimated Timescale for completion
1.	Apologies	<i>Nil</i>	<i>N/A</i>
2.	Declarations of Interest	<i>Nil</i>	<i>N/A</i>
3.	Minutes of Previous Meeting held on 4 th June 2025	<i>Confirmed as a correct record</i>	<i>N/A</i>
	'In Committee' (Items 4-10 inclusive)		
4.	Land and Property Transformation		
4.1	Corporate Asset Register – Update	Noted; To recommend to Corporate Policy and Resources Committee that the Land & Property Sub-committee receive six-monthly reports going forward instead of quarterly reports.	
4.2	Transformation Programme – Land and Property Action Plan – Quarterly Update		
5.	Leases and Licences		

5.1	Limavady, Green Lane Museum – Keyholder Agreement	<i>To recommend that the Corporate Policy and Resources Committee agrees to the renewal of the Key Holder Agreement with Roe Valley Ancestral Researchers for the voluntary operation of Green Lane Museum for the remainder of the 2025 season and the 2026 season, including the approval of the two minor amendments outlined above.</i>	
6.	Requests to Use Council Land		
6.1	Request to Use Council Land Charging Schedule – Revisions	<i>To recommend that the Corporate Policy and Resources Committee consider the following revisions to the Land and Property Request to use Council land charging schedule; apply the administrative fee for larger companies with withdrawn last-minute requests to use Council land. Officers can refuse requests from applicants, on a case-by-case basis to determine the risk to Council by expediting request to use applications not within the allocated</i>	

		<i>processing time and apply a fee to individuals using Council land without the appropriate permissions.</i>	
6.2	Request to Use Council Land, Ref/98/23 Kilrea, Laneway, Licence Agreement for the Use of Council Land	<i>To recommend that the Corporate Policy and Resources Committee approve the request from O&E McAtamney Retail Limited (Ref/98/23) to formalise the use of Council land at 6-8 Bridge Street, Kilrea and Council enters into a licence agreement for the use of Council land, subject to receipt of the LPS valuation report.</i>	
6.3	Request to Use Council Land, Ref/113/24 Dungiven Sport Centre, Bowling Club	<i>To recommend that the Corporate Policy and Resources Committee approve the request from Dungiven Bowling Club (Ref/113/24) to enter into a lease agreement for the placement of a portacabin on Council land at Dungiven Sports Centre, subject to the applicant obtaining planning permission, the applicant covering the cost of the LPS valuation</i>	

		and applying the annual rent [REDACTED].	
7.	Requests to Purchase/Dispose of Council Land/Property		
7.1	Third Party Requests to Purchase Council Land – Quarterly Update	Noted	
8.	Leases and Licences		
8.1	Council Leases and Licences – Quarterly Update	Noted	
8.2	Portrush, Lansdowne Shelter – Extension to Lease	To recommend that the Corporate Policy and Resources Committee approve the request to extend the current leased area at Lansdowne Shelter, Portrush to formalise the encroachment on Council land and to include the former public toilets at Lansdowne, Portrush, at the [REDACTED] annum and the rent is back dated to the 1st April 2025 and formalised by an amendment to the current lease.	
8.3	Castlerock, Cottage – Renewal Lease to RNLI, Ministeral Approval Application	To recommend to Corporate Policy and Resources Committee that Council renew the lease for the property known as the Coastguard Garage and Lookout, Castlerock for a for a term of 5 years to the	

		<i>RNLI, at a nominal rent and the Land and Property Section make an application to DfC under section 96 of the local government act for disposal of land at less than best value.</i>	
9.	Legal Issue		
9.1	Council Title and First Registration – Quarterly Update	<i>Noted</i>	
10.	Correspondence	<i>Nil</i>	