

**AUTHORISATION TO SIGN DOCUMENTATION IN RELATION TO THE COUNCIL'S
LAND ASSETS
UNDER CONTRACT PROCEDURE RULE 9.1**

The Service Director – Legal Governance & Commissioning hereby authorises the officers named below to sign the documentation listed below on behalf of the Council.

This authorisation is subject to:

- I. use of the standard form of document approved on behalf of the Service Director – Legal Governance & Commissioning
- II. consultation with the Service Director – Legal Governance & Commissioning every anniversary of the date hereof regarding the standard form of documentation;
- III. the prior approval of the Service Director – Legal Governance & Commissioning or Senior Legal Officer for all amendments to the standard form of documentation;
- IV. each document being signed by **one** of the authorised signatories named below;
- V. the signatories satisfying themselves that appropriate authorisation to conclude the documentation exists (such as Cabinet Authority or Officer delegation);
- VI. any further notification given by Service Director – Legal Governance & Commissioning or Senior Legal Officer.

Authorised signatories (please note that this authorisation is personal and cannot be delegated, transferred or inherited by replacement post-holders).

Officers: Joanne Bartholomew, David Martin, Emma Griff, Alistair Kimpton,
Gary Fowler and Matthew Garbutt

Documentation: Site Licences (trial pits and boreholes)
Site Compound Licences
Wayleave Agreements
Garden Tenancies

Allotment Agreements
Parking Space Licences (Garage sites only)
Garage Site Licences (may erect garage)
Privilege Agreements (Rights of way/hanging
ground/gates/openings)
Grazing Licences/Tenancies
Caravan Site Licences
Bonfire Site Licences
Bat Survey Licences
Memorial Licences
Storage Container Licences
Storage Container for use as a changing room Licence

Signed:

A handwritten signature in black ink, appearing to read 'S. Lawton', written over a circular stamp or seal.

Samantha Lawton
Service Director – Legal Governance & Commissioning

Date: 15 September 2025