

# Clarification of Council Policies regarding Beach Huts and Chalets 2019/20



Each Lease issued by the Council and signed by both a representative of the Council and the Tenant outlines the operational rules, roles and responsibilities of both the Council and the Tenant. Underpinning the Lease are policies which detail the management of the chalets and hut sites in order to ensure clarity and equity. Details relating to those policies are outlined below. These policies are not exclusive and are subject to change. Tenants can request an updated copy as required.

## Waiting Lists

1. A non-refundable payment of £25 per list is to be charged to join or remain on a waiting list. Applicants may apply to be on as many lists as they wish but the cost remains £25 per list. The resort lists are as defined below;

CHALETS (Brick built)	HUT SITE (Provide your own hut)
Cromer (east or west)	Cromer East
Sheringham	Cromer West
	Sheringham (east or west)
	Overstrand
	Mundesley

2. The waiting list applicant(s) must be;  
Over 18 years old  
Must consist of no more than two persons residing at the same address per entry  
Children, siblings or other persons cannot be added to the waiting list and will not form part of any ongoing Lease when it is offered
3. Applicants can request specific requirements such as the site location or type of chalet or hut site, on the understanding that they will NOT be offered a hut site or chalet that does not match the specific requirements. It should be noted that this may lengthen the time applicants remain on the waiting list.
4. Both Chalets and hut sites are offered strictly to the next person on the waiting list as they are relinquished.
5. Applicants are given two refusals before being returned to the bottom of the waiting list.
6. Once a chalet or hut is offered and accepted, applicants may remain on other waiting lists if desired. No refund is made if they choose to be removed from other lists. However applicants will only be offered ONE hut or chalet and acceptance of an alternative will result in the Lease of the former site/chalet being relinquished.
7. It is the responsibility of the applicant to keep the Council informed of change of address/contact details. NNDC holds no responsibility for people not keeping their details up to date. People who cannot be contacted when a let is offered will be removed from the list without recompense or reinstatement.
8. Places on the waiting list are NOT transferable. There is no right of succession to a place on the waiting list.
9. Names/individuals cannot be changed/added to the waiting list excepting where one part of the party has changed status such as in the instance of death, divorce or marriage. Any changes must be made in writing to the Assets & Leisure team.
10. There is a 14 day cooling off period. Please contact the Council if you wish to cancel your application to be on the waiting list please during this period.
11. The Council reserves the right to cap the waiting list and close applications for a set period.
12. The Council reserves the right to refuse any application to a waiting list.

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## **Sale of Huts**

Tenants are not permitted, under any circumstances, to sell-on, swap or transfer the rights to the site to a new or current site holder.

Sites are offered on a strict basis of next on the waiting list which is held and maintained by North Norfolk District Council.

If the out-going Tenant wishes to sell their hut they must inform North Norfolk District Council that they are happy for their contact details to be passed to the next person on the waiting list.

The two parties can negotiate a price for the sale/purchase of the hut but the new site holder is not bound to purchase the hut from the outgoing Tenant and likewise the out-going Tenant is not bound to sell their hut should they wish to keep it.

If an agreement for sale / purchase is not made the Beach Hut must be removed before the Lease termination date.

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*If you require further clarification on any of the above policies please contact us via email:  
[Leisureandlocality@north-norfolk.gov.uk](mailto:Leisureandlocality@north-norfolk.gov.uk) or write to Property Services, NNDC, Holt Road, Cromer NR27 9EN*