



November 2025

Service Level Agreement between Landmark Langport & Langport Town Council
Effective 1st April 2025 – 31st March 2026

1. Purpose

- 1.1 This agreement is between Langport Area CIO t/a "Landmark Langport" and Langport Town Council (the "parties") for the provision of management and overseeing of the maintenance of buildings for the benefit to the community of Langport.
- 1.2 To include – Langport Town Hall, Ridgway Hall, Hanging Chapel, Walter Bagehot Town Garden.

2. Terms and Conditions

- 2.1 The parties commit to this agreement for the period between 1st April 2025 and 31st March 2026 after which it may be extended annually by mutual consent
- 2.2 The notice required for termination by either party is six months, which should allow sufficient time for either party to consider the continuation of their responsibilities.
- 2.3 The agreement shall not be amended without the approval of both parties in writing.

3. Services provided by Landmark Langport

- 3.1 To manage and oversee the maintenance of the four named properties identified in 1.2 above buildings identified in 1.2 above
- 3.2 To manage tenants and venue users of each property.
- 3.3 To promote a wide range of activities which will attract participation by a wide number of users and groups.

4. In return for the following Key Performance Indicators being delivered, a financial contribution will be made to Landmark Langport from Langport Town Council.

- 4.1 To have a minimum of six Trustees of which at least two will be nominated Councillors from Langport Town Council.
- 4.2 Landmark Langport will hold a minimum of six meetings per year plus the annual general meeting.
- 4.3 Landmark Langport are to present to Langport Town Council an Annual Review and action plan. The preference is that this is received in October/November each year to combine with the council's budget setting.
- 4.4 The annual audited accounts are to be made available to Langport Town Council on receipt.
- 4.5 A financial statement is to be presented which will include a predicted profit and loss forecast
- 4.6 To enter into an annual review of working relations with Langport Town Council in March/April each year.

5. **Financial contribution** - In exchange for undertaking to abide by the terms and Conditions identified Langport Town Council will make a financial contribution to the value of £4,500 paid by BACS directly in to the account of Landmark Langport.

6. **Signatories** – Signed on behalf of Landmark Langport

Name _____

Signature _____

Capacity _____

Date _____

Signed on behalf of Langport Town Council

Name _____

Signature _____

Capacity _____

Date _____