



Café Partnership Opportunity

Lee Bay, Lee Ilfracombe



Opportunity Summary

The National Trust is excited to invite expressions of interest from established businesses to take on the management and operation of the newly built café at Lee Bay near Ilfracombe on an initial 5-year lease.

To be let via informal tender.

For more information / arrange a viewing please contact – kelly.bezer@nationaltrust.org.uk

The core business must:

1. Operate with opening hours reflecting the requirement of the community.
2. Provide visitors with a professional and friendly service, serving items such as, but not necessarily limited to:
 - Barista coffee and other hot beverages
 - Chilled drinks
 - Hot/cold snacks and light meals
 - Cakes/bakes
 - Ice cream
3. Support a seasonal events programme that engages visitors and the wider community, and that may require extending the offer across the evening. We want the offer to be suitable for a broad range of visitors, including families, and potentially all year round.
4. Provide confidence in the management and commercial acumen of the partner to uphold the terms of the lease and represent the National Trust.

The National Trust

The National Trust is Europe's leading conservation charity, and is committed to restoring nature, ending unequal access to nature, beauty and history, and inspiring millions more people to care and act. The Trust depends on a variety of income streams, including those from commercial food and beverage operations, and it could not deliver its core objectives without the support of its thousands of visitors, volunteers, and partners.

Opportunity

The National Trust can provide an incredible opportunity to connect people with the places it owns and create lasting experiences and relationships. A great food experience plays an important role in this.

The National Trust is looking to tender the café at Lee Bay to a like-minded business partner with flair and imagination. We want to create a site that locals feel proud of and commit to support in the long term.

Lee provides a link between the Trust's existing land around Lee Bay and improving public access to the coast. The Trust's land is within 500m on both sides and runs continuously from Lee to the west, including land at Morte Point & Baggy Point.

It will also enable us to support the community and visitors wishing to use the nearby beach; by improving the quality of the parking facilities and providing a catering outlet it will further establish the location as a tourist base.

The **Lee Bay** car park will include.

- A brand new fit-for purpose, 70 space car park with a Pay & Display machine. This would be manned by the National Trust at peak dates in the year i.e. Easter, Half terms, and summer holidays. It will not be manned 7 days a week /365 days a year.

- Easy access to extensive miles of National Trust coast paths, a fantastic beach and a touchpoint for community engagement.
- Opportunity for a food and beverage café.

There are public toilets next to the car park. These will continue to be funded and run by Ilfracombe Town Council.

The café could potentially provide a seven day a week, year-round destination with **opening hours between 8am to 9pm daily**¹. The café will be open to National Trust members, visitors and the public with the audience comprising of a steady number of dog walkers, families and local community with numbers boosted significantly by summer tourism.

The National Trust is predicting up to 40,000 visitors in year one increasing to 60,000 by year five to the Lee Bay car park, plus the many thousands of visitors who pass the site on the ever popular South West Coast path. We are therefore seeking a business partner who can deliver a flexible, high-quality offer that meets diverse customer needs and scales in line with growing visitor numbers.

Although the lease is for an initial 5 years if the business proves successful there would likely be scope to extend beyond this.

Location

Lee Bay is situated within the picturesque village of Lee, on the north coast of Devon three miles from Ilfracombe (**W3W printout.making.homework**), Barnstaple is just 20 miles away, providing access to the A361. This gives direct links on to the M5 Motorway and Tiverton Parkway train station, which provides intercity rail services to the wider country. Barnstaple provides regular rail services to Exeter and the West Country.

Café

The café is to be a newly built single storey building with an accessible pathway from the main parking area and has space for an outdoor seating area. It will also include a staff toilet within the design. See figure 1 below.

The tenant will have to undertake a complete internal fit out, including catering specifics such as sinks, counters, cookers and the internal fixtures and fittings as well as any outdoor seating. Furthermore, whilst basic services will be provided to the building, the tenant will be responsible for installing internet / telephone line, smoke and fire alarm and undertaking the annual Fire Risk Assessment and PAT testing.

The services to be provided are.

- Mains power (single phase).
- Mains water.
- Waste treatment for staff toilet & kitchen water.

1- Please note for the first three years the car park must be closed and empty between 9pm and 7am.

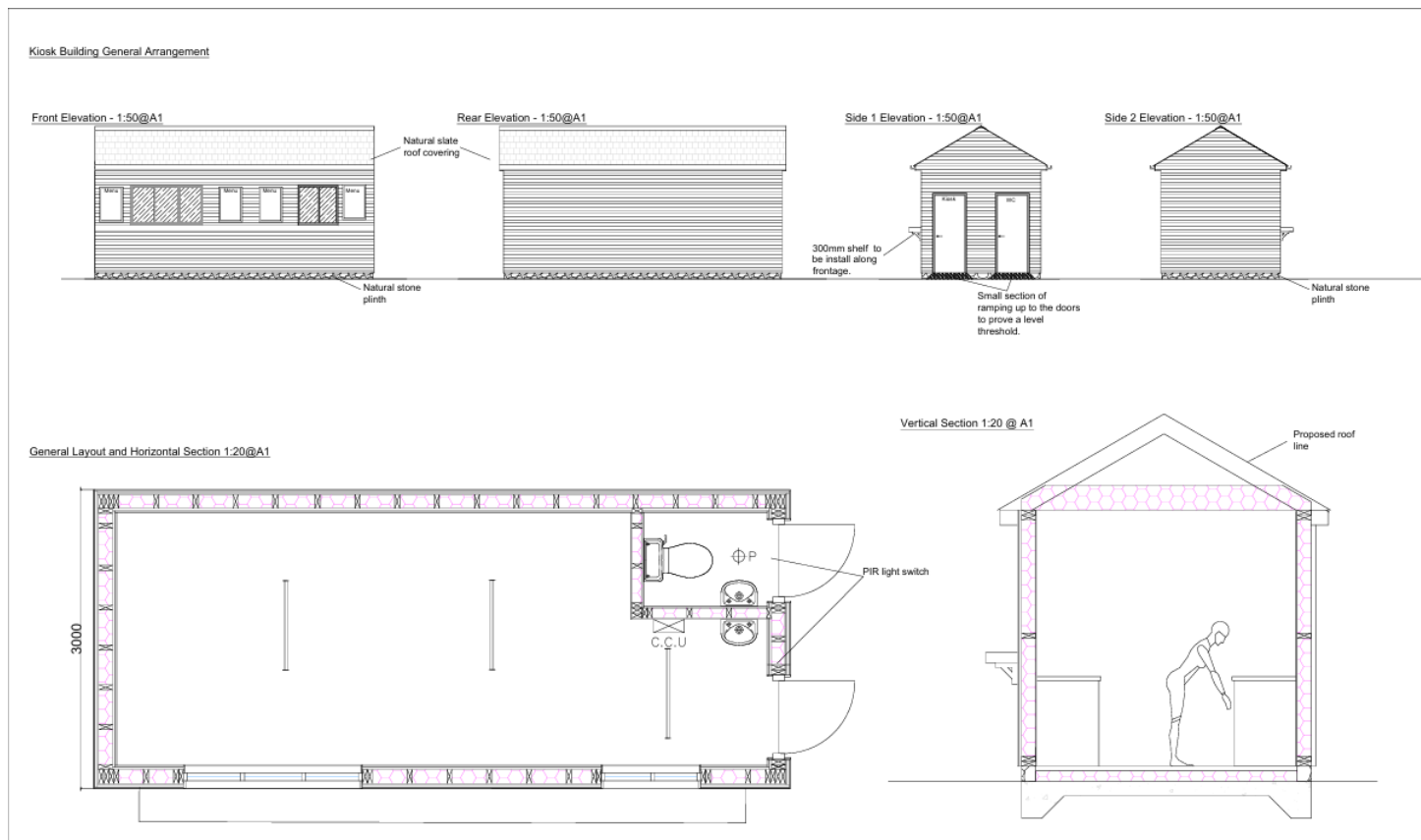


Figure 1 - Cafe building layout.

Applicant Experience

Applicants will be required to demonstrate the following skills, experience and planning.

- Demonstrable prior experience of managing cafes or restaurants.
- A detailed 5-year business plan.
- Details of registration with their local authority as a food business, food hygiene rating and associated food safety management systems (as detailed below).
- Clear passion for the opportunity to transform the space into a thriving community café destination.
- Two references.

Core Operations

As the country's largest conservation charity, we have the privilege of looking after places of historic significance and great natural beauty. We want to ensure that our visitors have a wonderful experience with us and to that end we ask that our food businesses meet some minimum standards to keep our staff and visitors safe, and to protect the special places we look after.

Use

The use of the property as a high quality catering outlet including the sale of hot and cold drinks, food products and merchandise within Class E of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (Amendment) (England) Regulations 2020 (SI 2020 No.757);

or such other use within Class E as may be approved by the Landlord (such approval not to be unreasonably withheld or delayed).

The sale of alcohol will be prohibited.

Food Safety

If already operating as a food business, the applicant must be registered with their local authority and provide details of registration. The expectation is that the applicant will achieve a minimum Food Hygiene Rating of at least 4. If already operating as a food business, the applicant must provide details of their current Food Hygiene Rating – this rating could relate to an outlet already operating on NT property, a parent outlet or associated business.

If already operating as a food business, the applicant must provide a copy of their last Local Authority inspection report. The inspection should have been completed within the last 2 years – if not, you must provide details of why this has not been carried out. During the agreement the applicant must comply in all respects with food hygiene legislation and notify the landlord of any issues arising out of an inspection.

The applicant must provide details of their allergen management process, how allergens will be controlled, monitored, recorded and communicated to customers including provision of signage and documentation. All processes must comply with current allergen legislation including (if applicable) requirements for labelling pre-packed for direct sale (PPDS) food following the introduction of Natasha's Law.

The applicant must have in place a clear HACCP plan and provide details of this and how it is implemented.

Health & Safety

A Health and safety policy must be provided which sets out their general approach to health and safety. The applicant must also provide details of their risk assessments which includes the hazard analysis undertaken, who might be harmed and how and what they are doing to control the risks.

Sustainability

As a conservation charity, the National Trust has a clear strategic focus on sustainability, with ambitions to look after its places and give them a sustainable future, as well as to improve the state of nature in the UK. For this partnership opportunity, we would therefore encourage the promotion of seasonal and sustainably sourced food and beverage products, from local suppliers. Similarly, this approach would also extend to the use of sustainable energy, where possible.

Waste Management

The Applicant will be responsible for waste disposal costs and adhering to obligations under the Waste (England and Wales) Regulations 2011 for maximising the reduction, reuse and recycling of waste.

Adhere to the new [Separation of Waste \(England\) Regulations 2024](#) (and exemptions set out in [Separation of Waste \(England\) Regulations 2025](#)) which came into force in England on 31st March 2025. Better known as Simpler Recycling, this will be enforced by the Environment Agency.

Where possible, the applicant should plan to reduce and minimise the use of plastic across its operations.

Equipment & Maintenance

The applicant will need to comply with all legislative requirements regarding future inspection and maintenance of any pressure boiler and any gas or electrical equipment. They must take out and maintain with a reputable insurer an annual inspection and insurance policy for any relevant equipment.

Insurance & Liabilities

The Applicant will be responsible for their own insurance and liabilities, including.

- Public liability insurance – minimum £5m
- Employer’s liability insurance – minimum £5m
- Business insurance – minimum £5m

Handling money

The applicant will be responsible installing and maintaining the necessary systems for cash flow to be managed and audited, with audited sales figures to be provided to the National Trust on a quarterly basis (as requested). The applicant will also be responsible for the safe and secure handling of any cash held on the premises.

Opening Hours

We are requesting that the café be open 7 days a week if feasible but are open to discussing the exact opening times (**opening hours must be between 8am to 9pm**) and are interested to hear proposals of how this can support the experience and the local community.

Energy Performance Certificate

An EPC will be provided once the building works have been completed.

Business Rates

The property has not yet been assessed for business rates but, business rates will need to be paid by the tenant.

Commercials

We are excited to accept proposals from applicants wishing to lease the internal café premises. As such, please provide a 5-year business plan outlining the proposed concept, operation and vision, referring to the following commercial considerations.

Lease	The lease will be contracted out of the security of tenure provisions of the Landlord & Tenant Act 1954.
Term	<p>A lease will be offered up to a term of five years with a break clause operable by either party in year three upon six months written notice.</p> <p>The lease will be contracted out of the Landlord and Tenant Act 1954.</p> <p>It is intended that the lease will commence 1st September 2026</p>
Rent	<p>The rent is to be tendered by applicants (form available at the viewing day).</p> <p>Unless otherwise agreed, rent is to be paid monthly in advance by direct debit. VAT will be payable on the rent.</p> <p>Turnover rent can be considered - depending upon the nature of the proposed business.</p>
Deposit	Nil
Opening hours	The cafe must be open from seven days a week in June, July and August annually as a minimum.
Outgoings	<p>The premises have not yet been assessed for business rates. Once determined the tenant will be liable for the business rates.</p> <p>The tenant will be responsible for all outgoings related to the buildings including business rates, all utilities (water, heat, cleansing of the waste, internet and waste disposal) and insurance of their own contents.</p> <p>The Trust will sub meter the power to the building on an at cost basis for the supply used only and recharge the Tenant six monthly in arrears.</p>
Insurance	<p>Tenant to have their own contents insurance and hold public liability insurance to £5,000,000.</p> <p>Trust to insure the buildings.</p>

Repairs	<p>The Trust will be responsible for keeping the structure and exterior of the buildings in good repair and redecoration. The Trust will recharge 50% of the redecoration costs to the Tenant.</p> <p>The Tenant will be responsible for all internal repairs and redecoration including floors, ceilings, and fittings. The Tenant will be responsible for keeping the premises tidy and for clearing litter in the immediate vicinity.</p>
Fit out and alterations	<p>Tenant may carry out further fit-out works, subject to terms and prior written approval of the details by the Trust and achieving successful planning approval if required.</p>
Catering Legislation/Standards	<p>The tenant is to comply with all health and safety, food hygiene, welfare, public health, fire precautions standards and other current relevant legislation.</p> <ol style="list-style-type: none"> 1. On or before completion the Tenant shall apply for registration of the Outlet under the Food Standards Agency's Food Hygiene Rating System and must achieve an accreditation of at least 4 (Good) on any inspection by a local authority food safety officer. 2. All eggs used at the Outlet must be free range and all meat (fresh and cooked) must have the British Red Tractor label in accordance with the National Trust's policies as a conservation charity. (See attached schedule for full Food Sourcing Standards). 3. The Tenant must not erect any signs externally (including A-boards) without the Landlord's prior written consent. The design, including colour, wording, images and font of any signs must all be agreed by the Landlord. No hand-written notices are permitted (except in an emergency). The Tenant must always keep all approved signage clean and presentable. 4. The Tenant must take all reasonable steps necessary to control pests and must notify the Landlord of any measures which may be required on the Landlord's adjoining land. 5. The Tenant shall not sell alcohol from the Outlet. 6. The Tenant shall not play music without the prior written consent of the Landlord. If the Landlord gives consent to any activities licensable under the Licensing Act 2003 or subordinate and/or subsequent legislation, then the Tenant must obtain and comply with the appropriate licenses.

	<p>7. The Tenant must not use deep fat fryers without the prior written consent of the Landlord. If the Landlord gives consent to their use, then deep fat fryers must have fire suppression systems fitted and be compliant with current safety standards and the Tenant must ensure that their use is covered under its insurance.</p> <p>8. The Tenant shall support the Landlord by displaying, stocking and distributing National Trust marketing material, such as posters and leaflets, as provided by the Landlord.</p>
Subletting/ Assignment	The Tenant shall not assign underlet mortgage charge or part with or share possession or occupation of the whole or any part of the Property.
Costs	Landlord and tenant to bear their own costs.

Key Dates

Project Milestones	Dates
Site visits and Q&A on location	Monday 29 th June 2026
Deadline for applications	13 th July 2026
Interviews (possibly online)	30 th July 2026
Successful applicant notified	First week August 2026
Contract signed	End of August 2026
Target for handover for setup	Early September 2026
Target opening	Mid September 2026

Application Process & Conditions

- Interested parties must attend the viewing day. To arrange a viewing please contact kelly.bezer@nationaltrust.org.uk
- Applicants must submit proposals to kelly.bezer@nationaltrust.org.uk by 16.30hrs on 13th July 2026
- Applications would then be short-listed and may result in applicants being invited to attend an interview provisionally planned for 30th July 2026.
- Any offer made is subject to references and appropriate credit checks. Any offer made is also subject to contract.
- The National Trust reserves the right not to accept the highest bid, or indeed any applicant. The choice of the Tenant shall be at the discretion of the National Trust. It will not give reason as to why a particular tender is accepted or refused. The National Trust will not be responsible for any expenses incurred by applicants in submitting their tender. The National Trust shall not be bound to any programme of dates for notification of the successful applicant.
- All other information given in the application will be treated in the strictest confidence by the National Trust.
- The National Trust gives notice that:
 - These particulars are set out as a general outline only, for the guidance of intending tenants and do not constitute, nor constitute part of, any offer or contract.
 - All descriptions, areas, references to conditions and other details are given having taken all reasonable steps to ensure their accuracy, but nonetheless such statements do not constitute any warranty or representation of fact.
 - It is the responsibility of any intending tenant to satisfy themselves as to the basis on which they make an offer and to satisfy themselves by inspection or otherwise as to the correctness of each of the statements contained in these particulars.
 - Neither the National Trust nor any person acting on its behalf has any authority to make or give any representation or warranty in relation to this property.
 - The Trust will only accept tenders from any applicant(s) who have visited the site on the viewing day and submitted their tenders prior to the closing date specified within the particulars.

GDPR

Your privacy is important to us, so we will always keep your details secure and never use them for marketing communications that you have not agreed to receive. Our full Privacy Policy can be found online at <https://www.nationaltrust.org.uk/features/privacy-policy>. We may need to collect personal data from you to enable us to communicate with you and send details of the Viewing Days and the tender process if requested. Should you proceed to make an application for the business tenancy, we will only use the data you provide for the purposes of evaluating applications and selecting a Tenant. Information you submit may be retained in accordance with our Retention Schedule. If at any stage, you change your mind and do not want us to hold your information anymore please email kelly.bezer@nationaltrust.org.uk

Appendix Documents

Appendix 1 Draft Heads of Terms

Appendix 2 Rental Offer Form

Appendix 3 Café Evaluation/Scoring Criteria

Appendix 4 Food Sourcing Standards



HEADS OF TERMS FOR A PROPOSED BUSINESS LEASE

**National
Trust**

The National Trust intends to grant a lease of the property described here on the following terms. These terms are not intended to create any legally binding obligations. They are subject to contract, completion of formally executed legal documentation and approval processes of the National Trust.

Landlord	The National Trust for Places of Historic Interest or Natural Beauty (registered charity number 205846) whose principal office is at Heelis, Kemble Drive, Swindon, Wiltshire SN2 2NA Regional contact details kelly.bezer@nationaltrust.org.uk
Tenant	TBC
Guarantor or rent deposit, if any	<input type="checkbox"/> No <input type="checkbox"/> Yes - details annexed
Property	Address: Lee Bay Car Park, Lee Ilfracombe Devon EX34 8LR This is part of the National Trust's Morte Estate The Landlord's Land Registry title number is TBC The Property is shown edged red on the attached lease plan.
Term	Five years from xxxxx 2026
Break Clause	<input type="checkbox"/> Landlord only <input type="checkbox"/> Tenant only <input checked="" type="checkbox"/> Mutual <input type="checkbox"/> None Break dates: year three on the term date. Notice period: <input checked="" type="checkbox"/> six months
Contracted out of <u>Landlord & Tenant Act 1954</u> security of tenure provisions?	<input checked="" type="checkbox"/> Yes

Right to renew	✓ Yes – details annexed
Rent	£ tbc per annum (exclusive of business rates) VAT is payable on the rent in addition Rent is payable on the 1st of every month Rent commencement date – TBC
Rent Review	TBC but will be Index Linked: RPI/CPI
Occupancy Costs	The estimated costs of occupancy, including service charge and insurance contributions are set out in the table below.
Rights for the Tenant	<ul style="list-style-type: none"> ✓ Access over NT land ✓ Services ✓ Parking <input type="checkbox"/> Other <div style="display: inline-block; vertical-align: middle; margin-left: 20px;"> } Details annexed </div>
Permitted Use	<p>Permitted Use: A food and beverage cafe with outside seating.</p> <p>Tenant to ensure that proposed use complies with planning law.</p> <p>Restrictions on use: for the first three years the car park must be closed and empty between 9pm and 7am</p> <ul style="list-style-type: none"> ✓ Change to Permitted Use - not permitted
<u>Assignment, subletting and other dispositions</u>	✓ Not permitted
Repair & redecoration	<p>The Tenant must keep the Property (including the Tenant Items set out in the Repair Schedule below):</p> <ul style="list-style-type: none"> ✓ in good repair and condition; <input type="checkbox"/> to the standard of repair shown in the Schedule of Condition <p>The Landlord must keep the Landlord’s Items set out in the Repair Schedule below in good repair.</p> <p>The Tenant must pay the Tenant Contribution as set out in the Repair Schedule within 21 days of written demand from the Landlord.</p> <p>The Tenant must redecorate the Tenant Decoration Items in the Repair Schedule below every fifth years and in the last year of the Term.</p>

	The Landlord must redecorate the Landlord Tenant Decoration Items in the Repair Schedule below every fifth years.
Alterations	<p>✓ The Tenant must not make any alterations to the structure or exterior of the Property but non-structural alterations to the interior of the Property may be permitted during the Term subject to written consent from the Landlord (not to be unreasonably withheld)</p> <p>✓ The Tenant must not put signs on the Property unless the Landlord has first approved their design, size and location</p>
Buildings Insurance	<p>The Landlord will insure the Property under its block policy and the Tenant will pay the cost of this to the Landlord on demand (see Occupancy Costs table below).</p> <p>Terrorism is not insured under the Landlord's policy.</p>
Public Liability Insurance	<p>✓ Tenant is required to hold with sum assured of indemnity limit of at least £5,000,000</p>
Other Agreed Terms	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes: details annexed</p>
Approvals	<p><input type="checkbox"/> Subject to Survey</p> <p><input type="checkbox"/> Regional/National/Trustee Internal Approval</p> <p><input type="checkbox"/> Charity Commission Consent</p> <p><input type="checkbox"/> DEFRA Consent</p> <p><input type="checkbox"/> Treasury/DCMS Consent</p> <p><input type="checkbox"/> Other (eg Natural England, Planning).....</p>
<u>Costs</u>	<p>✓ Each party will be responsible for its own legal costs</p> <p><input type="checkbox"/> Tenant to pay Landlord's reasonable costs</p>
Solicitors	<p>For the Landlord:</p> <p>Legal Dept, National Trust, Heelis, Kemble Drive, Swindon SN2 2NA</p> <p>For the Tenant:</p> <p>.....</p>

Signed to confirm agreement to these proposed terms:

..... for TenantDate

..... for LandlordDate

SECTION 2 – RESPONSIBILITY FOR REPAIRS AND DECORATION

RESPONSIBILITY FOR REPAIRS	LANDLORD ITEMS	TENANT ITEMS	NOT PRESENT	TENANT CONTRIBUTION
PARTS OF THE BUILDING(S) AT THE PROPERTY				
Chimneys and flues	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
Flashings and flashings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0%
Dormers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
Roofs (coverings and structure)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0%
Rainwater goods, gutters and downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0%
Keeping rainwater goods, gutters and downpipes clean and clear of obstruction	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
External walls of building(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0%
Structural walls and columns inside building(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	%
Non-structural walls inside building(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Plaster on inside of buildings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Loft Insulation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
Internal joinery (excluding windows and doors)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
External joinery (excluding windows and doors)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0%
Doors inside buildings including frames, glass & fittings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Doors within the external walls of building(s) including frames, glass and fittings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Windows either inside the building or in the external walls of buildings including glass and fittings and frames	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Porches and conservatories	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
Floors and ceilings (not including joists and other structural components)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Joists and other structural components supporting floors and ceilings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0%
Staircases	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%

SERVICES AND UTILITIES AT THE PROPERTY (INSIDE THE PROPERTY BOUNDARIES)				
Electrical installations, wires, consumer units and other fittings and appliances	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Gas and oil installations, pipes and other fittings and appliances	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Water pipes, sanitary fittings and appliances	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Foul drainage pipes, septic tanks and all associated pipes, drains, soakaways and apparatus within the Property including cleansing of the septic tank.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Surface water drainage channels and ditches	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0%
Boilers/central heating systems	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Solid fuel stoves, pumps and fittings	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
Telephone, broadband and electronic data installations and wiring	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Lightning conductors	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
Fire and security systems (including Fire Risk Assessments ad Annual PAT testing)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
PARTS OF THE GROUNDS				
Boundary walls, fences, gates and hedges	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	%
Paths, paving, hard surfacing and drives or roadways	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	%
Inner garden walls and fences	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	%
Outside seating	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Sheds and other garden structures	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
SERVICES AND UTILITIES OUTSIDE THE PROPERTY BOUNDARIES				
Wires, cables, pipes, conduits, apparatus and other service media which exclusively serve the Property	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	%
Wires, cables, pipes, conduits, apparatus and other service media which are shared with other properties	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	%
Surface water drainage channels and ditches which exclusively serve the Property	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	%
Surface water drainage channels and ditches which are shared with other properties	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	%

Foul water pipes, septic tanks and pipes, drains, soakaways and associated apparatus on land adjoining or near the Property which exclusively serve the Property	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Foul water pipes, septic tanks and pipes, drains, soakaways and associated apparatus on land adjoining or near the Property which are shared with other properties	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
Boreholes and wells and associated Apparatus which exclusively serve the Property	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
Boreholes and wells and associated Apparatus which are shared with other properties	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
DECORATION	LANDLORD DECORATION ITEMS	TENANT DECORATION ITEMS	NOT PRESENT	TENANT CONTRIBUTION
Inner facing of exterior walls and structural and non-structural walls inside the building(s) on the Property (interior items)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Outside of exterior walls of the building(s) on the Property (exterior items)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	50%
Doors and Gates (including door frames) (exterior items)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	50%
Window frames (interior items)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	%
Window frames (exterior items)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	50%

OCCUPANCY COSTS

Please note that where costs are not expressly fixed by the terms of the lease, they are subject to change. Where the cost is not fixed (as indicated in the table below) the figures quoted are for illustrative purposes only.

OCCUPANCY COSTS	WHO PAYS?	HOW MUCH?	HOW OFTEN?	TENANT COST PER YEAR	IF NOT FIXED WHAT DOES IT DEPEND ON?
Rent	TENANT				
VAT on Rent	TENANT				
Rates	TENANT				
Service Charge					
Insurance	TRUST				
Utilities	TENANT				
Repair/Dilapidations	BOTH				

Fit Out/Alterations	TENANT				
Any additional Costs					
Total Each Year					
Total Lease Cost					

Appendix 2– Rental Offer Form

Tenant Details

- **Company Name:**

- **Registered Address:**

- **Contact Person:**

- **Phone Number:**

- **Email Address:**

- **Company Registration Number:**

- **VAT Registration Number (if applicable):**

Offer Details

- **Proposed Base Rent (Per Annum):**

- **Proposed Turnover Rent (Per Annum):**

- **Rent Free Period (if requested):**

- **Any Other Conditions or Requests (Optional):**

Fit Out & Maintenance

- **Fit-Out Plan (if applicable):**

- **Responsibility for Maintenance:**

References & Supporting Documents

Please attach the following documents with this Rental Offer Form:

- **Company Financial Statements (last 2 years):**
 - Attached: Yes No

- **Company References (e.g., business partners or previous landlords):**
 - Attached: Yes No

- **Proof of ID (Directors or Key Shareholders):**

- Attached: Yes No

By submitting this offer, I/we confirm that:

- The information provided in this form is true and accurate to the best of my/our knowledge.
- This offer is made subject to contract and does not form a binding agreement unless a formal lease is agreed and signed by both parties.
- I/we understand that the landlord reserves the right to reject any offer at their sole discretion.

Signature

:

Name:

Position in Company:

Date:

Important Notes:

- All offers are subject to the final approval of the landlord.
- Submission of this form does not guarantee acceptance of the offer.

For Office Use Only (Landlord/Agent)

- **Date Offer Received:**
- **Offer Reviewed By:**

Appendix 3 – Café Evaluation/Scoring Criteria



Café Partnership Opportunity

Evaluation Criteria

The National Trust will assess proposals based [40%] on the commercial suitability of the business plan and [60%] on the quality of the information provided. The criteria below show how the quality section is broken down and areas worth taking into consideration. Please include any documentation that you have that meet the criteria below, including photos, etc. where applicable.

Experience: 25 marks

- How many years of experience do you have?
- What sets the business apart from everyone else?
- Have you supplied supporting evidence - Pictures, Menus etc?
- Can you provide references from previous tenancies or attended events?

Proposal: 45 marks

- Unit – please include images of your proposed unit(s). We will be considering how well the unit will sit within the location. Change to 'please include images of your proposed design scheme.'
- Menu – please send details of your proposed menu taking into account the type of visitors the location receives and how this may change throughout the season.
- Proposed trading days as set out in the tender document and any other suggested trading patterns to take advantage of visitor fluctuation
- Any other trading ideas which you can put forward to increase revenue and visitor satisfaction.

Sustainability: 30 marks

- Where are your products from, e.g. do you use local, seasonal produce?
- Are you selecting products from sustainable source?
- Are you using sustainable energy?
- How are you reducing/minimising your use of plastic?
- What do you plan to do with your waste and what efforts are you making to be waste free?
- Any other 'green' initiatives that you might like to propose.



Appendix 4 - Food sourcing standards matrix

Meat, poultry & fish

May-24

Product	Permitted Country of Origin	Minimum Standard	Minimum Product Traceability Standard
Venison	UK reared and slaughtered or UK wild /parkland	Farm Assured (not applicable for wild / parkland deer)	SAI Global/EFISIS Assured Farm Venison Standard (only applicable if farmed) Supplier contract/declaration if applicable
Beef Lamb Pork Ham & bacon Poultry	UK reared and slaughtered.	Farm Assured	One of the following is required: <ul style="list-style-type: none"> * Assured Food Standards (Red Tractor Assurance) * Farm Assured Welsh Livestock (FAWL) * Quality Meat Scotland (QMS) * Farm Quality Assurance Scheme (FQAS) Northern Ireland * EBLEX Quality Standard Mark (English beef and Lamb Executive) * Organic * RSPCA Assured (formally Freedom Food) * British Poultry Council Duck Assurance Scheme * British Quality Assured Pig Standard * SAI Global/EFISIS Assured Farm Venison Standard (only applicable if farmed.) * Small Non-Assured Farms - Soil Association
Meat content products e.g. sausages, burgers	UK reared and slaughtered.	Farm Assured (minimum 62% meat content)	Supplier contract/declaration, if applicable

Products of animal origin in general

As per eggs above, other than small, marginal or restricted (technical exemption) all meat products, fish products etc, need to come from an approved premises for either the processing of the product or the rewrapping of it. The number must accompany the product and/or be on the label. The link is the same as above. To go with your checks, you could ask for the approved businesses they use or information about why there are there is no approval identification.

Product	Permitted Country of Origin	Minimum Standard	Minimum Product Traceability Standard
Fresh / frozen fish & shellfish	UK landed *	Fish rating of 1, 2.as defined on the MCS Fish to Eat list ** Also detailed in the Sustainable Fish guidance	Reference to the Marine Conservation Society (MCS) 'Fish to Eat' list. MSC certification desirable.
Tinned fish & shellfish	No current restrictions	Fish rating of 1, 2.as defined on the MCS Fish to Eat list. Also detailed in the Sustainable Fish guidance	Reference to the Marine Conservation Society (MCS) 'Fish to Eat' list. MSC certification desirable. Supplier contract or declaration

* UK landed is the standard we are working towards and will be introduced at a later stage

** Artisan fisheries may require specific assessment to establish equivalent MCS score if supporting information is not available on the MCS 'fish to eat' list



Food sourcing standards matrix - Eggs

Product	Permitted Country of Origin	Minimum Standard	Minimum Product Traceability
Eggs (Hens) (including liquid egg)	UK free range	Free Range, RSPCA Assured (formally Freedom Food). Egg suppliers must hold accreditation to Red Lion or Laid in. Britain. All eggs to be coded. with method of production, producer's identity and best before date	RSPCA Assured
Eggs (Duck)	UK free range	Free range. All eggs to be coded with method of production, producer's identity and best before date	Free range

The egg packing centre (all egg types) if used must also be approved by the Local Authority, and should be able to provide their approval number. If it is approved, the centre appear here in the approved Premises list (as a bit of an outlier it doesn't need to be on the packaging) : <https://data.food.gov.uk/catalog/datasets/1e61736a-2a1a-4c6a-b8b1-e45912ebc8e3>



Food sourcing standards matrix - Fruit & vegetables

Product	Permitted Country of Origin	Minimum Standard	Minimum Product Traceability Standard
Fruit & vegetables (UK)	UK grown	UK grown plus compliance with minimum harvest intervals where pesticides are used. Higher standard accepted such as Farm. Assured	Supplier contract or declaration
Fruit & vegetables (Imported)	Should not be used where UK options are available	Fairtrade or Rainforest Alliance, where available	Fairtrade or Rainforest Alliance mark where available. Country of Origin to be clearly stated. Supplier contract or declaration



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Food sourcing standards matrix - Tea, coffee & cocoa based beverages.

Product	Permitted Country of Origin	Minimum Standard	Minimum Product Traceability Standard
Tea	No current restrictions	Fairtrade	Fairtrade Supplier contract
Coffee			
Cocoa based beverages			



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Food sourcing standards matrix - Palm oil, Soy and Mushrooms

Product	Permitted Country of Origin	Minimum Standard	Minimum Product Traceability Standard
Palm Oil	No current restrictions	RSPO - Roundtable on Sustainable Palm Oil	Any palm oil used in products must be certified by RSPO, or products free from palm oil should be offered as an alternative
Soy	No current restrictions	RTRS- Roundtable on Responsible Soy or ProTerra certified growers.	Any soy used in products must be certified by RTRS, or ProTerra certified growers. Products free from soy should be offered as an alternative
All Mushrooms (fresh, dried or processed)	No current restrictions	100% Peat Free	Produce to be grown 100% peat free throughout their whole life and the evidence to support this for any mushroom or product containing mushroom.



Additives and ingredients to avoid.

Banned ingredients.

Colourings

E102 tartrazine (FD&C Yellow 5)

E104 quinoline yellow (C.I. Acid Yellow 3, Food Yellow 13, D&C Yellow No. 10, Acid yellow 3, Quinidine Yellow KT, Japan Yellow 203, Lemon Yellow ZN 3, C.I. 47005)

E107 yellow 2G (Lissamine Fast Yellow, C.I. Acid Yellow 17, C.I. 18965, Light Fast Yellow 2G, C.I. Food Yellow 5, Acid Leather Yellow 2GL, Erio Flavine SX, Fenalan Yellow G, Erio Flavine 3G, Kayacyl Yellow GG)

E110 sunset yellow (Orange Yellow S, FD&C Yellow 6, C.I. 15985, E110)

E120 cochineal (Carminic acid, C.I. Natural Red 4, C.I. 75470, CI 75470)

E122 carmoisine (carmoisine, Food Red 3, Azorubin S, Brilliantcarmoisin O, Acid Red 14, C.I. 14720)

E123 amaranth (FD&C Red No. 2, C.I. Food Red 9, Acid Red 27, Azorubin S, C.I. 16185)

E124 ponceau 4R (C.I. 16255, cochineal red A, C.I. acid red 18, brilliant scarlet 3R, brilliant scarlet 4R, new coccine)

E129 allura red (Disodium 6-hydroxy-5-[(2-methoxy-5-methyl-4-sulfophenyl) azo]-2-naphthalenesulfonate, Allura Red, Food Red 17, C.I. 16035, FD&C Red 40, E129, 2-Naphthalenesulfonic acid, disodium salt)

E131 patent blue V (Food Blue 5, Sulphan Blue, Acid Blue 3, L-Blau 3, C-Blau 20, Patentblau V, Sky Blue, C.I. 42051, E 131)

E132 indigo carmine (Indigotine, 5,5'-indigodisulfonic acid sodium salt, Brilliant indigo, 4 G, C.I. Acid Blue 74, C.I. 73015, CI Food Blue 1, FD&C Blue 2, Sicovit Indigotin 85, E132, indigotindisulfonate sodium)

E133 brilliant blue FCF (FD&C Blue No.1, Acid blue 9, D&C Blue No. 4, Atracid Blue FG, Acilan Turquoise Blue AE, Aizen Brilliant Blue FCF, Alzen Food Blue No. 1, Erioglaucine, Eriosky blue, Patent Blue AR, Xylene Blue VSG, C.I. 42090, CI Food Blue 2, Basacid Blue 755, Sulfacid Brilliant Blue 5 J, Neolan Blue E-A, Brilliant Blue F, Brilliant Blue Lake, Blue #1 Lake, Bucacid Azure Blue)

E151 black PN (C.I. Food Black, 11743 Black, Black PN, Blue Black BN, Brilliant Acid Black, C.I. 28440, Certicol Black PNW, Cilefa Black B, E 151, Edicol Supra Black BN, exacol Black PN, L Black 8000, Melan Black, Xylene Black F)

Avoid

Flavourings/enhancers

E621 monosodium glutamate

E635 siduyn 5 – ribonucleotide

Sweeteners

(Not applicable to soft drinks or ice cream)

E950 acesulfame K

E951 aspartame

E954 sodium saccharine

Preservatives

(Not applicable to drinks)

E211 sodium benzoate

Artificial trans fats

(partially hydrogenated fat or oil)

Genetically Modified (GM) foods