



**Hartlepool**  
Borough Council

## OFFICER DECISION RECORD

Department: Neighbourhoods and Regulatory Services

Division:

Date Input to System: 12/05/2026

Officer Making Decision: MR KA BOSTOCK

Subject / Description & Reason for Decision: Grant of licence for use of Rift House Community Centre hall for playgroup.  
(for publication) It is intended to grant a licence for use of Rift House Community Centre hall for a playgroup 3 days a week. The licensee is a registered childminder and has run a playgroup at the centre for many years having previously had an arrangement with the former tenant. The terms are set out in the CONFIDENTIAL ANNEX. The premises are shown verged red on the attached plan.

Type of Decision: Non Key

Nature of Delegation Being Exercised: In accordance with paragraph 13.2 of the Delegation Scheme set out in the Constitution the Director of Neighbourhoods and Regulatory Services is authorised to exercise the following specific functions as set out below.

DNRS216 Power to accept subject to contract the highest tender received by the Borough Council for property advertised for sale or to let by way of lease or licence upon the open market and to report back to the appropriate Committee/Board for information  
DNRS217 Power to approve land and property disposal, leases, lettings, licences, wayleaves, easements, undertaking and concluding rent reviews, lease renewals and the release and amendments of restrictions, covenants and other land and property matters within prescribed thresholds as set out in the Finance and Corporate Affairs Committee arrangements

Alternative Options Considered & Rejected: None

Any Declared Register of Interest: No

Other Considerations:

**OFFICER WITH THE DELEGATION**

**NAME:** MR KA BOSTOCK

**POSITION:** Director of Neighbourhoods & Reg Servs

**IN CONSULTATION WITH...**

**NAME:** KIERAN BOSTOCK

**POSITION:** Director of Neighbourhoods & Reg Servs

**AUTHORISED BY**

**NAME:** MR KA BOSTOCK

**POSITION:** Director of Neighbourhoods & Reg Servs

**DATE:** 14/05/2026



# Rift House Community Building

LOCATION	Rift House Community Building, Masefield Road, Hartlepool AREA: 105.41 sq/m	DRAWN BY	CT	DATE	09/03/26
DEED PACKET	CE203047	SCALE	1:200 @ A3		
		DRWG NO	E/L/728		



HARTLEPOOL BOROUGH COUNCIL

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