



Moray Council Housing & Property Services

Council Offices
High Street
Elgin
IV30 1BX

TO LET

OFFICE ACCOMMODATION EAST LODGE, KING STREET, COOPER PARK, ELGIN



Closing date set for 12 noon on Wednesday 29th July 2026

This is a historic, detached single storey and attic, traditional stone and slate former lodge house with garden ground. It is situated at the King Street entrance to Cooper Park, opposite Elgin Cathedral.

The property is a Grade C Listed Building. It has an authorised Planning Use for office accommodation with potential for other uses subject to Planning Consent.

Offers over £2,400 per annum to lease

Any party wishing to submit an offer should first note their interest. Full instructions on submitting an offer will subsequently be issued only to parties who have noted interest.

Description

Building

This single storey and attic former lodge house is constructed of traditional stone and slate. It is of single glazing and has a current authorised Planning Use for office accommodation.

The property comprises:-

Ground Floor

Hallway

Office with storage cupboards (15.40m² approx.)

Kitchen

W.C.

First Floor

Former* bedroom (11.60m² approx.)

*N.B. The first floor room is not suitable for occupation as there is limited access via a narrow staircase meaning that this room would not comply with current fire-escape access standard/requirements. There is however the potential for storage use, subject to the applicant being satisfied that it can be used without hazard.

Services

The property is served by mains electricity and water.

There is a wall-mounted electric heater in the office, kitchen, W.C. and the first floor room. Hot water is delivered from an electric water heater (located within the W.C.) to the wash hand basin and kitchen sink plumbing.

Applicants are required to satisfy themselves as to the condition and suitability of the premises and the services for their proposed use. A small area of asbestos floor tiles have been identified in the ground floor office.

Outside

Enclosed garden mainly laid to grass with hedging and flower beds.

Rent

Offers over £2,400 per annum exclusive of VAT, rates and outgoings payable monthly in advance.

Lease Terms

The property is offered for lease on a full repairing and insuring lease basis.

The main terms are as follows:

Lease period - 6 year lease with tenant only break on the third anniversary.

Rent - to be reviewed on a 3-yearly cycle.

Repairs/Maintenance – the tenant will accept the property in its current condition and will maintain it in that condition.

Buildings Insurance - the Council will arrange insurance for the property and recover the cost of that insurance from the tenant.

Fees - the Council's reasonable legal expenses in any lease will be recovered from the tenant.

The tenant will be responsible for the payment of rates and all other services and outgoings arising from the use of the premises.

Permitted uses - will be limited to uses within Use Class 2 Office – refer to the Planning section below for more details.

Planning

The current use of the property is as a Class 2 office. Planning Permission would not therefore be necessary for similar uses within that Use Class. Any proposal to use the property for other purposes would require the applicant to obtain consent for Change of Use in terms of Planning and Building Standards legislation as may be applicable.

Similarly any alteration and or extension proposals may require Listed Building Consent, Planning Consent and Building Warrant which the applicant must obtain where required.

Planning Consent for a change of use to Class 10 educational use was granted on 11 December 2014 (Ref: 14/01708/APP) which was not implemented.

It should be noted that the above advice is purely for guidance and is entirely without prejudice to the consideration of any formal application for Planning Consent, Listed Building Consent or Building Warrant by the Moray Council.

Further advice on Planning issues is available via this link:

http://www.moray.gov.uk/moray_standard/page_41734.html You can also contact the Council's Planning Service at Development Management, Economic Growth and Development, Moray Council, PO Box 6760, IV30 9BX. Tel: 0300 1234561 Email: development.control@moray.gov.uk Planning Officers are available between 2pm and 4pm Monday – Friday via telephone number 0300 1234561.

Further advice on Building Standards issues is available via this link:

http://www.moray.gov.uk/moray_standard/page_79069.html You can also contact the Council's Building Standards Service - Email: buildingstandards@moray.gov.uk Tel: 0300 1234561. Building Standards Officers are available between 2pm and 4pm Monday – Friday via telephone number 0300 1234561.

Non Domestic Rates

The property is currently entered in the Valuation Roll, effective from 1 April 2026, at a Rateable Value of £3,100.

Reliefs

Here is a link to the Council's Non Domestic Rates Team website where you can access information on NDR including the various potential reliefs available and on how to apply for any reliefs http://www.moray.gov.uk/moray_standard/page_2272.html

Your attention is directed in particular to the Scottish Government's [Small Business Bonus Scheme](#), which is intended to assist small businesses. It is possible that you may be eligible rates relief up to 100%.

For further information contact Moray Council's Non Domestic Rates Team on 01343 563456, or alternatively email them on ndr-eng@moray.gov.uk

Asbestos Report

A Re-inspection Report of Known Asbestos and Addendum undertaken in 2021 is available upon request.

Energy Performance Certificate

An Energy Performance Certificate has been obtained for the premises and it is currently rated "G". A copy of the Certificate and the Recommendation Report is available upon request.

Closing Date

Closing date set for 12 noon on Wednesday 29th July 2026.

Further Details/Viewing

For further details or, to arrange a viewing, please complete the following [form](#) and Cameron Mackay, the Surveyor managing this property will be in contact shortly. Alternatively, you can contact Cameron on 07854 685809 or Email Cameron.Mackay@moray.gov.uk You will then be provided with details of the procedure and instructions for the submission of offers, together with an official tender label.

All parties interested in submitting an offer should note their interest in writing to the Asset Manager (Commercial Buildings), Moray Council, Council Offices, High Street, Elgin, IV30 1BX or email estates@moray.gov.uk

It should be noted that the Council is not obliged to accept the highest or any offer.

Data Protection

Here is a link to the Council's Privacy Notice setting out the Council's approach to the use of personal data in the Lease process – [link](#)

Disclaimer

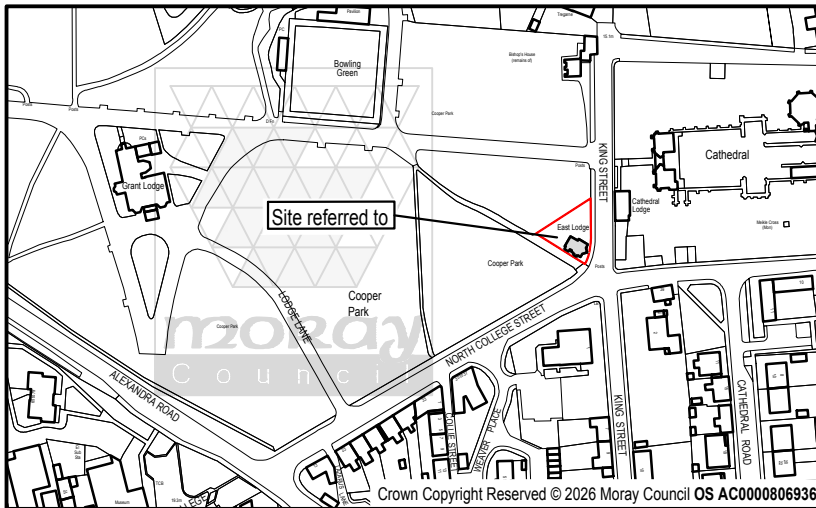
This information does not constitute a representation, warranty or offer and will not form part of any contract which may ensue. The information provided here is purely intended to give a fair and reasonable description of the subjects. Prospective applicants must satisfy themselves with regards to the accuracy of any statements contained in the above particulars.



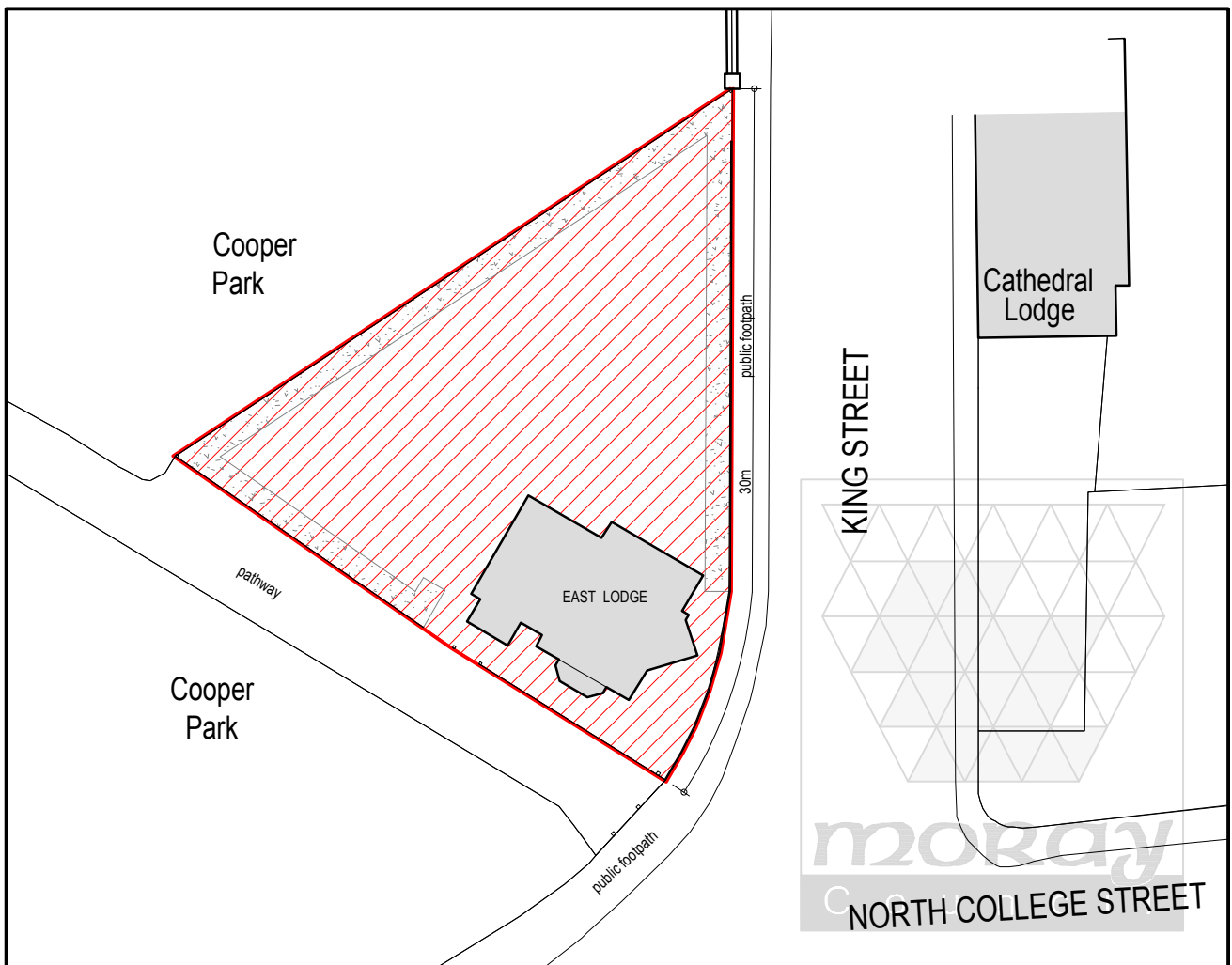
Office area



PROHIBITED FOR USE WITH PLANNING APPLICATIONS.



LOCATION PLAN



Property For Let

East Lodge
King Street, Elgin
IV30 1HU

Property, Estates and Assets
Housing, Property & Communities

Contains OS data © Crown copyright [and database right] 2026 OS AC0000806936
Moray Council.

PROHIBITED FOR USE OF PLANNING APPLICATIONS.

Moray Council
Council Office, High Street, Elgin IV30 1BX
Telephone: 0300 1234566