

Warwick District Council

**ASSETS OF COMMUNITY VALUE – THE COMMUNITY
RIGHT TO BID
NOMINATION FORM**

Before completing this form, please read the material at www.warwickdc.gov.uk/ x
(Please use additional sheets if required)

Section A: About your organisation

A1 Organisation's name and address

Name of organisation*
Address including postcode

**full name as written in your constitution or rules (if appropriate)*

A2 Contact details

Name
Position in organisation
Address including postcode
Daytime telephone No:
Mobile telephone No:
Email address:
How and when is best to contact you?*

**by email or phone, and days of the week and/or times of day you would prefer*

A3 Type of organisation

Description	Put a cross against all those that apply	Registration number of charity and/or company (if applicable)
Neighbourhood forum		
Parish Council		
Charity		
Community interest company		
Unincorporated body		
Company limited by guarantee		
Industrial and provident society		

A4 Number of members registered to vote locally (unincorporated bodies only)

In the case of an unincorporated body, at least 21 of its individual members must be registered to vote locally. If relevant, please confirm the number of such members. If they are registered to vote in the area of a neighbouring local authority, rather than in Warwick District, please confirm which area that is.

A5 Local connection

In addition, your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Warwick District Council or a neighbouring local authority. In some cases this will be obvious, eg. a neighbourhood forum for an area within Warwick District, or an organisation whose activities are confined to the district. If it is not obvious, please explain what your organisation's local connection is.

A6 Distribution of surplus funds (certain types of organisation only)

If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (ie. within the administrative area of Warwick District or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.

A7 More about your organisation

What are the main aims and activities of your organisation? It would be helpful to include details of the organisation's achievements as supporting information.

A8 Your organisation's rules

Please send us the relevant type of document for your organisation, and put a cross in the next column to indicate which one this is	Put a cross against the type of document that applies
Memorandum and Articles of Association (for a company)	
Trust Deed (for a trust)	
Constitution and/or rules (for other organisations)	

Part B: About the land or building(s) you are nominating

B1 Description and address

What it is (eg. pub, local shop)

Name of premises (eg. Royal Oak / Littletown stores)

Address including postcode (if known)

B2 Sketch plan

Please include (here or on a separate sheet) a sketch plan of the land. This should show:-

- The boundaries of the land that you are nominating (note you can use the mapping system on the www.warwickdc.gov.uk website).
- The approximate size and position of any building(s) on the land.
- Any roads bordering the site.

B3 Owners and others with an interest in the building or land

You should supply the following information, if possible. If any information is not known to you, please say so.

	Name(s)	Address(es)
Names of all current occupants of the land		<i>Same as B1.</i>
Names and current or last known addresses of all those owning the freehold of the land (ie. owner, head landlord, head lessor)		
Names and current or last known addresses of all those having a leasehold interest in the land (ie. tenant, intermediate landlord, intermediate lessor)		

B4 Why you think the building or land is of community value

Note that the following are not able to be assets of community value:-

- *A building wholly used as a residence, together with land “connected with” that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.*
- *A caravan site.*
- *Operational land. This is generally land belonging to the former utilities and other statutory operators.*

Does it currently further the social wellbeing or social interests* of the local community, or has it done so in the recent past? If so, how?

Could it in future further the social wellbeing or social interests* of the local community? If so, how? (This could be different from its current or past use.)

**These could be cultural, recreational and/or sporting interests, so please say which one(s) apply.*

B5 How could the building or land be acquired and used in future?

If it is listed as an asset of community value, community interest groups (not limited to your organisation) will get the opportunity to bid for it if it comes up for sale. Please set out how you think such a group could fund the purchase of the building or land, and how they could run it for the benefit of the community. Including as much information as you can (eg: a business case) will help the assessment process

Section C: Submitting this nomination

C1 What to include – checklist of attachments

- The rules of your organisation/constitution (question A8).
- Your sketch plan (question B2).
- Names & Addresses of 21 Members who are registered to vote in Warwick District if Organisation is an incorporated body
- A Business Case / Market Research to support your Nomination

C2 Signature

By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.

Signature

C3 Where to send this form

You can submit this nomination:-

- **By post to:** Tracy Darke, Head of Development Services, Warwick District Council, Riverside House, Millverton Hill, Royal Leamington Spa. CV32 5QG; or
- **By email to:** planning.admin@Warwickdc.gov.uk

Community Right To Bid for 'Assets of Community Value'

1 Notes on completing the Nomination Form

- 1.1 All community nominations for properties to be included on the List of Assets of Community Value must be made using this form and must satisfy the requirements of the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012. For these purposes the term property means any qualifying land and/or buildings that are covered by the Regulations.

2 What is the definition of an asset of community value?

- 2.1 A building or land is of community value if, in the Council's opinion:

The actual current main use of the building or land furthers the social interests or social wellbeing of the local community and it is realistic to think that there can continue to be a main use which will further the social interests or social well being of the local community (although not necessarily in the same way).

or

In the recent past, the main use of the building or land furthered the social wellbeing of the local community and it is reasonable to think that within 5 years the building or land could be brought back into a use that would further the social interests or social wellbeing of the local community (although not necessarily in the same way as before).

In this context social interests include cultural, recreational and sporting interests.

Section 2 – About your Voluntary or Community Group.

We are asking for the information in this section because we need evidence that you are eligible to make a nomination. We have to do this in order to satisfy the Regulations.

It is essential for you to show a local connection to the London Borough of Wandsworth.

It is also essential for you to state the type of organisation you belong to as only those voluntary and community bodies shown on the form are eligible to make a nomination. Nominations cannot be accepted from anyone else, whether a person or a body. The definitions are as follows:

- A Neighbourhood Forum is a body designated as such pursuant to section 61F of the Town and Country Planning Act 1990 (as established by the Localism Act 2011).
- An unincorporated body must have at least 21 members and does not distribute any surplus it makes to its members.
- A charity means a charitable organisation.

- A company limited by guarantee must be one that does not distribute any surplus it makes to its members.
- An industrial and provident society means a body registered or deemed to be registered under the Industrial and Provident Societies Act 1965 which meets one of the conditions in section 1 of that Act. It must be one that does not distribute any surplus it makes to its members.
- A community interest company group is a company which satisfies the requirements of Part 2 of the Companies (Audit Investigations and Community Enterprise) Act 2004.

Section 4 - **Additional Information Supporting the Nomination**

Please note that any information provided in this section may be copied and passed to the owner(s) of the property concerned.

Section 5 - **Declaration**

The form must be signed by the person named in Section 1.

Where can I get further Information?

Further details of the Community Right to Bid are available on the Government's Community Rights website at:

<http://communityrights.communities.gov.uk/what-are-community-rights/community-right-to-bid/>