

Form CAT01

Community asset transfer: application

Your details

Your Organisation	Redlynch Parish Council
Contact name	Graham Budworth
Position held	Parish Clerk
Address	Woodbanks, Bohemia, Redlynch, Wilts.
Postcode	SP52PT
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Your proposal

(please complete Checklist CAT02 before filling in the following form)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

Triangle of land to the rear of Morgan's Vale Road. Access through The Close alongside Wilts CC housing.

Summary of proposal

Why do you want the asset and how will this benefit the local community?

This is the transfer of a piece of essentially waste ground. The council has long term plans to make use of the land in part for allotments and in part for an outdoor gym.

Community use

Please explain how the asset will be used
(Please refer to questions 5-8 in the checklist - CAT02)

Allotments and an outdoor gym. No utilities are on site and are not required.

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

Land is effectively waste at present. It is in the centre of a significant portion of the population of the Parish and as such provides easy access.

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(Please refer to questions 9-14 in the checklist - CAT02)

N/A

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(Please refer to questions 15-18 in the checklist - CAT02)*

Q15 - No to the best of our knowledge. Insurance and H&SW are covered by the Parish existing policy and through the Parish Risk Register. There will be no requirement in the foreseeable future for Planning concerns and legal aspects will be covered by the Parish's appointed legal team.

Financial matters

How will you fund running costs and maintenance? Are you willing to pay for the asset? *(Please refer to questions 19-23 in the checklist - CAT02)*

Funding for the running of the site will come from Parish funds and from grants which the Parish will apply for from time to time as required and where appropriate. The Parish is willing to pay a reasonable fee for the land.

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?

(Please refer to questions 24-27 in the checklist - CAT02)

A Management Committee will be formed from members of the Parish Council and local parishioners.

DECLARATION

I confirm that the details included in this application are correct

Signed:

Name (please print):

Graham Budworth

Date:

November 2012

Form CAT02

Community asset transfer: checklist

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Other than in exceptional circumstances, the Council will only dispose of assets for private or commercial use by way of open market sale</i>
	2. Will the asset be hired or used by third parties?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will only transfer assets that are fit for purpose</i>
	6. Is it in the right location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - your application should explain if they are needed</i>

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	14. Is there community support for the change of use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

Legal

Question	Yes	No	Note
15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Your application must explain how you will deal with risks and liabilities</i>

Finance

Question	Yes	No	Note
19. Can you meet all conversion costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
20. Can you meet all capital maintenance costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
21. Can you meet all day-to-day running costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
22. Will you use the asset to generate income?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
23. Will any third party be assisting with the costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
24. Do you have any contingency funds?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>
25. Are you prepared to pay for the asset ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out your offer</i>

Management

Question	Yes	No	Note
26. Will you manage the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
27. Will a management committee be set up?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
28. Will users of the asset be involved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
29. Will someone be employed to manage the asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>