

Form CAT01

Community asset transfer: application

Your details

Your Organisation

BRADFORD ON AVON TOWN COUNCIL

Contact name

SANDRA BARTHELT

Position held

TOWN CLERK

Address

ST MARGARET'S HALL
ST MARGARET'S STREET
BRADFORD ON AVON
WILTSHIRE

Postcode

BA15 1DE

Telephone

01225 864240

Email

townclerk@bradfordonavontowncouncil.gov.uk

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

Westbury Garden, St Margaret's Street
Bradford on Avon, Wiltshire. BA15 1DE
2 access points
1/2 acre site approx

Summary of proposal

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

The asset is in a key position in the town centre. The Town Council could manage this area better than Wiltshire Council.

Community use

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

In the same way as Wiltshire Council

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

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

This asset is existing and is already being used

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)

We have informed local neighbours await their comments

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)

Asset will be added to our insurance. Regular risk assessments will be carried out. The wall by the riverside will need to be checked by a surveyor.

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)

Not willing to pay for the asset but hopefully discussions on this will follow the transfer. We look for funding that the current owning body has set aside within existing budgets.

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)

We will manage the asset in the same way as Wiltshire Council encouraging use of the gardens

DECLARATION

I confirm that the details included in this application are correct

Signed:

[Signature]

Name (please print):

Sandra Bartlett

Date:

30-6-14

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 checked="" type="checkbox"/>	<input 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 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input checked="" type="checkbox"/>	<input 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 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 type="checkbox"/>	If 'yes' your application should explain implications
16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input type="checkbox"/>	If 'yes' your application should explain implications
17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no' your application must explain implications
18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Your application must explain how you will deal with risks and liabilities

Finance

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

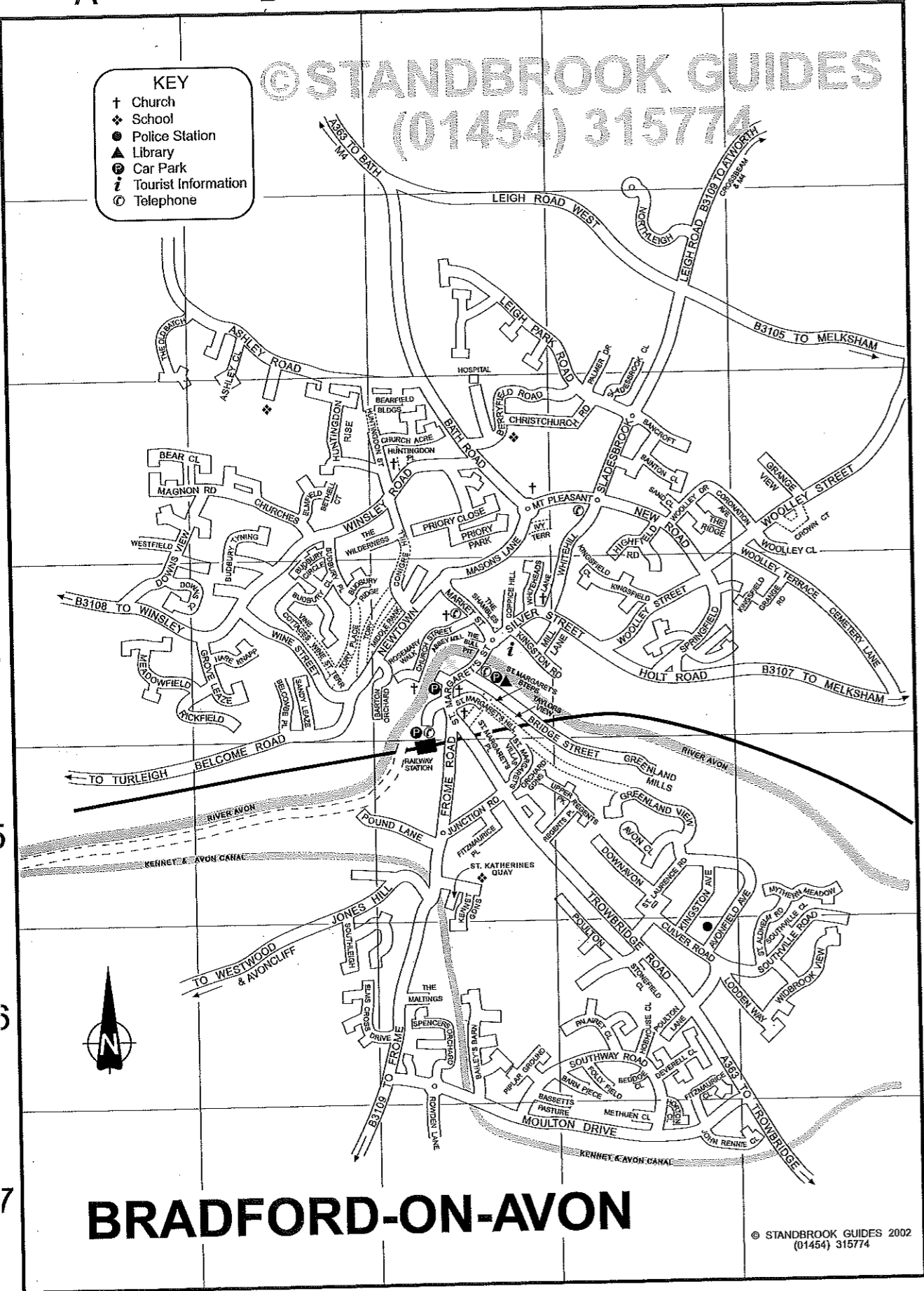
Management

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

A B C D E

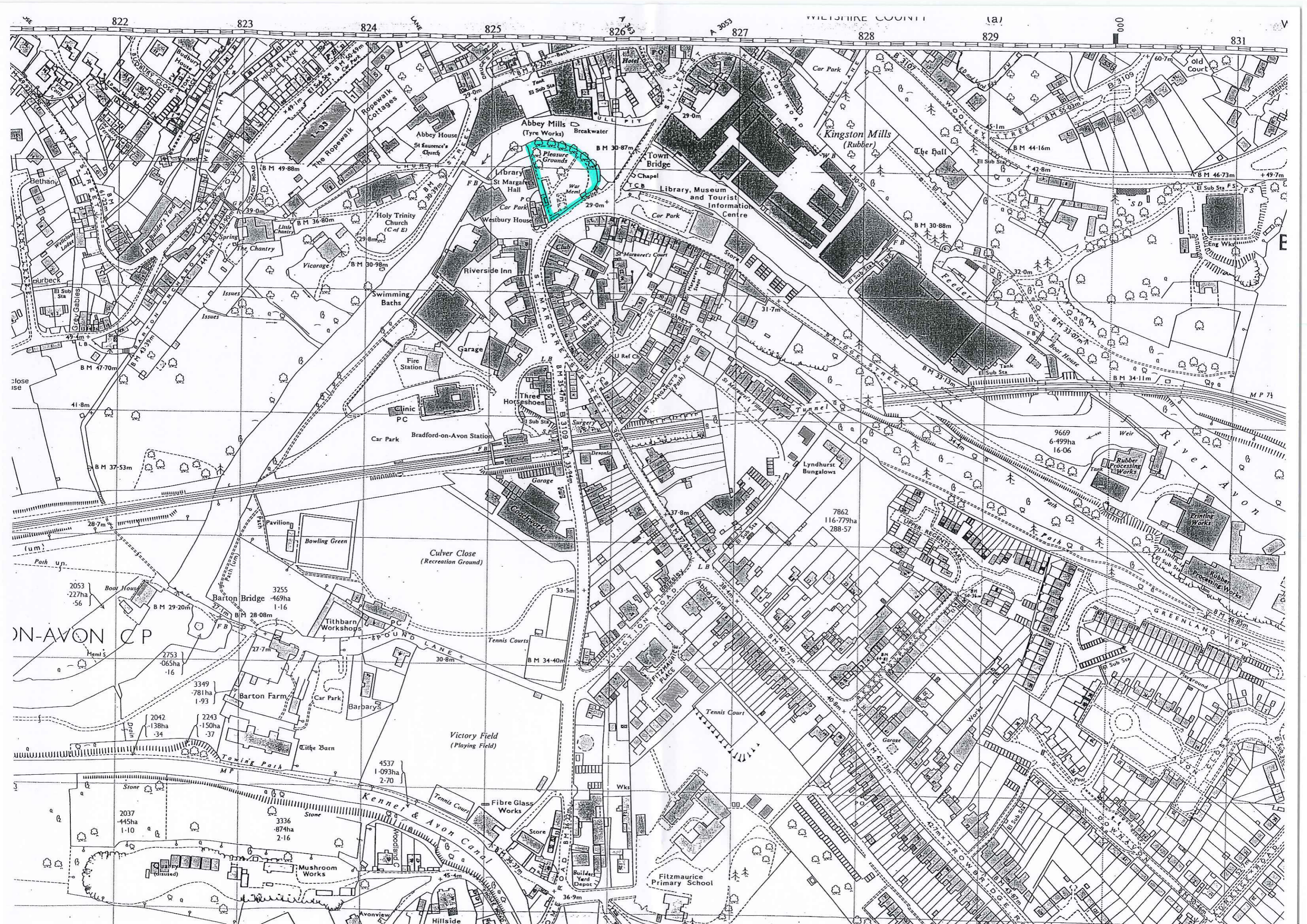
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- KEY**
- † Church
 - ◆ School
 - Police Station
 - ▲ Library
 - Ⓟ Car Park
 - ⓘ Tourist Information
 - ⓞ Telephone



BRADFORD-ON-AVON

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822 823 824 825 826 827 828 829 831
A 3053 A 3054 A 3055 A 3056 A 3057
WILTSHIRE COUNTY (a)

Abbey Mills (Tyre Works)

Kingston Mills (Rubber)

Library St Margaret Hall

Library, Museum and Tourist Information Centre

Holy Trinity Church (C of E)

Riverside Inn

Fire Station

Three Horseshoes

Bradford-on-Avon Station

Lyndhurst Bungalows

Culver Close (Recreation Ground)

Barton Bridge

Barton Farm

Victory Field (Playing Field)

Kenner & Avon Canal

Fitzmaurice Primary School

BRADFORD-ON-AVON CP



close

Path up

Meml

DRAIN

Stone

Mushroom Works

E

MP 74

GREENLAND VIEW

Avonview

Hillside