

Form CAT01

Application for the transfer of a Council asset

Your details

Your Organisation	<i>Salisbury Weightlifting Club</i>
Contact name	<i>Simon Haugh / Peter Humphries</i>
Position held	<i>Weightlifting Committee Board Members</i>
Address	<i>New Zealand Avenue, Salisbury</i>
Postcode	<i>SP2 7JZ</i>
Telephone	<i>07851 473386</i>
Email	<i>haughsc@gmail.com / peteh@imagefactoryuk.com</i>

Your proposal

(please complete Checklist CAT02 before completing the following)

Details of asset

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

Salisbury Weightlifting Club is located just off Wilton Road, Salisbury in New Zealand Avenue. Please see attached map in APPENDIX 1 which shows precise location. The premises have been used by the club since 1975.

Access to the premises is via the front of the building adjacent to New Zealand Avenue. The premises are currently sectioned into 2 parts and the current use is of the left side of the building when viewed from the front. Please see APPENDIX 2 for images of the premises.

Summary of proposal

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

To continue to use the premises for weightlifting and powerlifting. The club has a tradition of nurturing successful athletes in the sport and is well attended by local people. The club is also well known nationally within the sport as a centre of excellence. The club wishes to retain the premises and manage the club to continue our successful track record within the sport. The club also caters for individuals who cannot participate at mainstream organisations due to physical or social problems.

Community use

Please explain how the asset will be used

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

As the club has been in situ for nearly 40 years, it is well established. The premises are suitable for use and in a favourable location which does not interfere with any individuals or organisations. The premises are fit for purpose and have utilities to the premises.

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

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

The club does not intend to change the existing use or any of the surrounding attributes. Local residents will not be impacted in any way by the transfer. The premises will be suitable for all current weightlifting and fitness activities.

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)

Local residents will not be affected in any way as there is no proposal to change the current use of the premises. Adjoining residents are not close enough to the premises to notice any of the activities within the premises. Adjoining residents have been advised that an application is in progress.

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)*

There are no legal issues as the premises are currently being used as a weightlifting club already. Public Liability insurance is already in place with sufficient cover. Cover is provided by Aviva Insurance Limited for Public Liability, with indemnity cover for 2 million pounds.

Financial matters

How will you fund future running costs, repairs and maintenance?

(please refer to questions 19-23 in the checklist - CAT02)

The existing club have maintained the premises for the past 40 years through member subscription fees. Day to day costs are all covered by the subscription fees. The club operates as a non-profit making organisation. All subscription fees paid by members are re-invested into the club for repairs & maintenance and equipment purchase. A small contingency fund is in existence. There are no plans to change this approach.

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)

The club is run by formal committee and the terms of reference are set out in APPENDIX 3. All committee members are existing users of the premises. The management of the premises would continue to be run by the committee who act on behalf of all members of the club.

DECLARATION

I confirm that the details included in this application are correct

Signed: *S. Haugh*

Name (please print): **SIMON HAUGH**

Date: **18 May 2014**

Form CAT02

Application for the transfer of a Council asset

CHECKLIST

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	Y		<i>The Council will not transfer assets for private or commercial use</i>
	2. Will the asset be hired or used by third parties?		N	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	Y		<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	Y		<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?	Y		<i>The Council will not transfer assets that are unsuitable</i>
	6. Is it in the right location?	Y		<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	Y		<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? <i>(Water, electricity, drainage, etc.)</i>	Y		<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?	Y		<i>If 'no' - please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	Y		<i>If 'no' - please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	Y		<i>If 'no' - please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	Y		<i>If 'no' - please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	Y		<i>If 'no' - please consult before submitting your application</i>
	14. Is there community support for the change of use?	Y		<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

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

	Question	Yes	No	Note
Finance	19. Can you meet all capital maintenance costs?	Y		<i>If 'no' your application should explain how funding will be provided</i>
	20. Can you meet all day-to-day running costs?	Y		<i>If 'no' your application should explain how funding will be provided</i>
	21. Will you use the asset to generate income?		N	<i>If 'yes' your application should provide further details</i>
	22. Will any third party be assisting with the costs?		N	<i>If 'yes' your application should provide further details</i>
	23. Do you have any contingency funds?	Y		<i>If 'no' your application should set out how you will deal with contingencies</i>

	Question	Yes	No	Note
Management	24. Will you manage the asset?	Y		<i>If 'no' your application should set out who will manage the asset.</i>
	25. Will a management committee be set up?	Y		<i>If 'yes' your application should set out how this will work</i>
	26. Will users of the asset be involved?	Y		<i>If 'yes' your application should set out how this will work</i>
	27. Will someone be employed to manage the asset?		N	<i>If 'yes' your application should set out how this will work</i>

APPENDIX 1

Location of Salisbury Weightlifting Club



APPENDIX 2

Front of Premises



Front of Premises (2)



(Right side of premises is currently unoccupied – please see below)

APPENDIX 2 (CONT.)

Inside premises



Unoccupied side of premises



APPENDIX 3

Terms of Reference – Salisbury Weightlifting Club Committee

Club Name ("the gym")

Salisbury Weightlifting Club, of New Zealand Avenue, Salisbury

Committee Purpose

The committee collectively manage the running of the gym in the following:

- Provide direction and leadership for the club
- Take collective responsibility for decisions made about the club
- Dealing with compliance issues
- Accountable for the management and setting of subscription money from paying members
- Act as an advocate for the club
- Decide on any issues that may affect the running of the gym
- Promote the gym in a positive manner

Committee Representatives

The committee comprises of up to eight members but no less than four, including:

- Chairperson
- Treasurer

Chairperson and Treasurer can be combined.

Committee members are appointed by invitation of the existing committee.

Committee Decisions

The committee will decide:

- The allocation and management of subscription fees paid by members
- On any new equipment purchase for the gym
- On any new equipment acquired by the gym (free equipment), in order to manage any health & safety issues that could contravene health and safety law or Wiltshire Council's audit
- To represent the views of paying members of the gym in respect of equipment procurement and placement.
- Any permanent exclusions from the gym due to inappropriate behaviour
- Gym user fees

Date – 03 August 2013