

Form CAT01

Application for the transfer of a Council asset

Your details

| | |
|--------------------------|---|
| Your Organisation | <i>Minety Parish Council</i> |
| Contact name | <i>Charles Cook</i> |
| Position held | <i>Chairman Minety Parish Council</i> |
| Address | <i>Anonym House Upper Minety Malmesbury</i> |
| Postcode | <i>SN16 9PR</i> |
| Telephone | <i>01666 860573</i> |
| Email | <i>Charles.cook.minety@gmail.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

These are small parcels of currently unproductive Council land within the Minety CP which are no longer deemed to be of strategic value to the Unitary Council. They are known as Minety Open Space Land at Sawyers Rise and at St Leonard's Row as shown on the attached maps.

Summary of proposal

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

The land will be rented out as allotments with the income thus generated being used to supplement the Parish Charity (Charity for the Poor, Registered Charity No 226293).

Community use

Please explain how the asset will be used
(Please refer to questions 3-8 in the checklist - CAT02)

The land will provide allotments which will be rented to either the owners of properties backing directly on to the land or other inhabitants of the Parish. The land will generally be maintained in the same manner as other parcels of land within the Parish already owned by the Charity.

Suitability for purpose

Please explain why this asset is suitable for the intended purpose
(Please refer to questions 5-8 in the checklist - CAT02)

These are both contained land areas which have no useful purpose at present and are either too small for development or have restricted access which precludes development. Both are, however, suitable for small holding use as in allotments – no utilities required.

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 discussed the proposal to take them into Parish Charity ownership at Parish Council meetings and agreed that our ownership can be justified and, dependent on initial costs, managed.

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)

All matters will be addressed as part of normal parish Council and Charity business. As there is essentially little change from their current use (both are merely rather neglected open spaces) we see few issues other than those with which we already deal.

Financial matters

How will you fund future running costs, repairs and maintenance?
(please refer to questions 19-23 in the checklist - CAT02)

The Charity has cash assets of approximately £40,000 which provide the reserve for charitable donations and for administrative expenses. Income is generated from interest (now very small) and from renting out other land for agricultural use. The income generated from these 2 parcels of land would be used to supplement the Charity income.

Future management

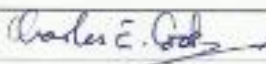
How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?
(please refer to questions 24-27 in the checklist - CAT02)

The Parish Councillors act as trustees for the Charity in which capacity they also manage all transactions and day to day affairs of the Charity and its holdings.

DECLARATION

I confirm that the details included in this application are correct

Signed:



Name (please print): C E COOK

Date: 30 August 2015

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 | <input checked="" type="checkbox"/> | The Council will not transfer assets for private or commercial use |
| | 2. Will the asset be hired or used by third parties? | y | <input type="checkbox"/> | If 'yes' your application should set out how this will work |
| | 3. Will your organisation supervise use of the asset? | y | <input type="checkbox"/> | If 'no' your application should explain how use will be supervised |
| | 4. Will the public have access to the asset? | y | <input type="checkbox"/> | If 'yes' your application should set out how your liabilities will be covered |

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

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

| | Question | Yes | No | Note |
|-------|---|--------------------------|--------------------------|---|
| Legal | 15. Are there any covenants or other legal constraints? | <input type="checkbox"/> | n | <i>If 'yes' your application should explain implications</i> |
| | 16. Does the proposed use require planning consent? | <input type="checkbox"/> | n | <i>If 'yes' your application should explain implications</i> |
| | 17. Have you considered insurance cover? | y | <input type="checkbox"/> | <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 | <input type="checkbox"/> | <i>If 'no' your application should explain how funding will be provided</i> |
| | 20. Can you meet all day-to-day running costs? | y | <input type="checkbox"/> | <i>If 'no' your application should explain how funding will be provided</i> |
| | 21. Will you use the asset to generate income? | y | <input type="checkbox"/> | <i>If 'yes' your application should provide further details</i> |
| | 22. Will any third party be assisting with the costs? | <input type="checkbox"/> | n | <i>If 'yes' your application should provide further details</i> |
| | 23. Do you have any contingency funds? | y | <input type="checkbox"/> | <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 | <input type="checkbox"/> | <i>If 'no' your application should set out who will manage the asset.</i> |
| | 25. Will a management committee be set up? | <input type="checkbox"/> | n | <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? | <input type="checkbox"/> | n | <i>If 'yes' your application should set out how this will work</i> |



