

**COMMUNITY ASSET TRANSFER**

**AVON BOWLS CLUB**

**Executive Summary**

This report deals with an application for the transfer of the land currently leased by Avon Bowls Club to Avon Bowls Club in accordance with Wiltshire Council's Asset Transfer Policy

**Proposal**

The Area Board is asked to consider an application submitted by Avon Bowls Club for the transfer of the land they currently lease. The applicants' proposal is set out in Appendix 2.

**Reasons For Proposal**

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

**Recommendation**

To approve the transfer subject to the matters referred to in paragraph 9 of the report.

**Richard Rogers**

Strategic Engagement and Partnership Manager

**COMMUNITY ASSET TRANSFER**

**AVON BOWLS CLUB**

**Purpose of Report**

1. The Area Board is asked to consider an application submitted by Avon Bowls Club for the transfer of the land adjacent to the community campus (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

**Background**

2. Wiltshire Council is supporting the principle of the transfer of community assets to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.

3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.

4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or in this case long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.

5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

**The application before the Area Board**

6. The application from Avon Bowls Club is attached at Appendix 2 and relates to the transfer of part of the land at the side of the Melksham Community Campus.

7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.

8. The Strategic Engagement and Partnership Manager has consulted with the Campus Team and Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. The local member has been apprised.

**The views of Council officers**

9. Only transfers to town and parish councils are made by freehold transfers. All others are by 125 year leases. As this application is from a sports club a 125 year lease will be granted.

10. Access to the property is over the Melksham House/Campus site. Appropriate rights will be granted over such route as may be agreed. The council needs to retain flexibility to amend the access route in the future.

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11. No parking rights will be granted. This is a town centre site with access to public car parking.

12. As this is a 125 year lease at no rent or premium the club will be responsible for all repairs and outgoings, including responsibility for boundaries.

13. The existing lease is due to expire in December 2023.

**Recommendation**

14. To approve the transfer subject to the matters referred to in paragraph 9 above.

**Richard Rogers**

Strategic Engagement and Partnership Manager

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APPENDIX 1 – Plan



## APPENDIX 2

### Form CAT01 - Application for the transfer of a Council asset

#### Your details

<b>Your Organisation</b>	Avon Bowls Club, Melksham
<b>Contact name</b>	Andy Durrant
<b>Position held</b>	Club Secretary
<b>Address</b>	Avon Bowls Club Melksham House, 27 Market Place Melksham, Wiltshire
<b>Postcode</b>	SN12 6ES
<b>Telephone</b>	Club Mobile – 07884 977880 Secretary Mobile - 07796 845621
<b>Email</b>	<i>abc-secretary@hotmail.co.uk</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

Avon Bowls Club is located across from Melksham House. Although it has a location postal address, there is no mail box and all correspondence is via the Club Secretary. His address is 18 Dawn Rise, Bristol, BS15 4LQ.

The boundary is from the lights by Melksham House, along the fence by the Tennis Court, along the car park side of the club house and along the brick wall which incorporates a recently installed metal gate at the top of the stairs.

#### Summary of proposal

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

On the 19/9/18 a legal breakout meeting was held in which agreement was made for our club to initially hold a 5 year lease while the new Melksham campus was being built. We have been self-sufficient and funding since and wish to continue with this course of action.

A longer lease opens up new opportunities for us as a club when applying for grants and securing the clubs future for its members.

Our club is for the use of bowlers from youth to pensioners. We also hold various social events throughout our bowling and winter season which brings our members, their friends and families together to socialise with others. We have held prestigious county games at our club and we are recognised by many as a great club to be a part of.

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**Community use**

Please explain how the asset will be used

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

For Bowls, Fitness and various functions held throughout the year. We fundraise with community involvement of financial matters.

**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 main purpose is for the use of the game of Bowls which has been played at this location since 1922. Last year we celebrated our centenary year for our Men and it was our 50<sup>th</sup> anniversary for our ladies. This in itself shows the longevity and success of Avon Bowls club.

**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)*

In line with our Clubs Constitution, we have 4 Trustees and a Management Committee who oversee this asset collectively. All decisions made are with the agreement and support of its members.

We have a Health & Safety volunteer as part of the Management Committee.

**Financial matters**

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

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

Each member pays a yearly membership fee and a small charge for every game played for use of the green. We fundraise throughout the year and hold social club events which brings in much needed revenue.

All financial matters are dealt with by the trustees and management Committee, which includes a dedicated Club Treasurer and a Secretary.

**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)*

To continue to operate as we have during the past 5 years, holding annual open events to help strengthen membership and promote the game of bowls to the community. We also hold dedicated Bowls sessions for less able members, as Bowls is an inclusive sport.

**DECLARATION**

**I confirm that the details included in this application are correct**

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**Signed:**     *A. Durrant*

**Name (please print):**   ANDY DURRANT

**Date:**   24 January 2023

Form CAT02

## Application for the transfer of a Council asset

### CHECKLIST

	Question	Yes	No	Note
<b>Community use</b>	1. Is the asset to be provided for a public purpose?	X	<input checked="" type="checkbox"/>	<i>The Council will not transfer assets for private or commercial use</i>
	2. Will the asset be hired or used by third parties?	X	<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?	X	<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 type="checkbox"/>	X	<i>If 'yes' your application should set out how your liabilities will be covered</i>

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

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



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

	<b>Question</b>	<b>Yes</b>	<b>No</b>	<b>Note</b>
<b>Finance</b>	19. Can you meet all capital maintenance costs?	X	<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?	X	<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?	X	<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"/>	X	<i>If 'yes' your application should provide further details</i>
	23. Do you have any contingency funds?	X	<input type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>

	<b>Question</b>	<b>Yes</b>	<b>No</b>	<b>Note</b>
<b>Management</b>	24. Will you manage the asset?	X	<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?	X	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	26. Will users of the asset be involved?	X	<input type="checkbox"/>	<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"/>	X	<i>If 'yes' your application should set out how this will work</i>