

Form CAT01

Community asset transfer: application

Your details

Your Organisation	<i>Royal Wootton Bassett Town Council</i>
Contact name	<i>Johnathan Bourne</i>
Position held	<i>Town Clerk</i>
Address	<i>117 High Street Royal Wootton Bassett Wiltshire</i>
Postcode	<i>SN4 7AU</i>
Telephone	<i>01793 850222</i>
Email	<i>Johnathan@royalwoottonbassett.gov.uk</i>

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

Land alongside Swindon Road, Royal Wootton Bassett

Summary of proposal

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

This land currently has a population of Great Crested Newts. We would like to safeguard this land for the local residents. .

Community use

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

To create a managed wild life/nature reserve area due to the existence of the Great Crested Newts.

Suitability for purpose

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

Area for residents to enjoy.

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)

Spoke with John Price from Wiltshire Council, Royal Wootton Bassett Councillors and local residents.

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)*

Royal Wootton Bassett Town Council Ground staff will regularly maintain this land.

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)*

Royal Wootton Bassett Town Council will fund it within our Amenities budget.

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)*

Royal Wootton Bassett Town Council Ground staff will regularly maintain this land.

DECLARATION

I confirm that the details included in this application are correct

Name (please print):

J Δ BOURNE

Date:

4/5/12



	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?V	V		<i>Other than in exceptional circumstances, the Council will only dispose of assets for private or commercial use market sale</i>
	2. <u>used by third parties?</u>	D	V	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	V	D	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	V	D	<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?	V		<i>The Council will only transfer assets that are fit for purpose</i>
	6. Is it in the right location?	V		<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	V		<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc)	<input type="checkbox"/>	V	<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?	V		<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	V		<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	V		<i>If 'no'- please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	V		<i>If 'no'- please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	V		<i>If 'no'- please consult before submitting your application</i>
	14. Is there community support for the change of use?	V		<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 constraints?	D		<i>If 'yes' your application should explain implications</i>
16. Does the proposed use require planning consent?	D		<i>If 'yes' your application should explain implications</i>
17. Have you considered insurance cover?		D	<i>If 'no' your application must explain implications</i>
18. Have you assessed health and liabilities?			<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?		D	<i>If 'no' your application should explain how funding will be provided</i>
20. Can you meet all capital maintenance costs?		D	<i>If 'no' your application should explain how funding will be provided</i>
21. Can you meet all day-to-day running costs?		D	<i>If 'no' your application should explain how funding will be provided</i>
22. Will you use the asset to generate income?	D		<i>If 'yes' your application should provide further details</i>
23. Will any third party be assisting with the costs?	D		<i>If 'yes' your application should provide further details</i>
24. Do you have any contingency funds?		D	<i>If 'no' your application should set out how you will deal with contingencies</i>
25. Are you prepared to pay for the asset?	D		<i>If 'yes' your application should set out your offer</i>

Management

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

Community Asset Transfer

