



Assets of Community Value

Nomination Form

Section A - About the group making the nomination

A1. Organisation's name and address

Name of Organisation

Address including postcode

A2. Contact details

Name

Position in organisation

Address including postcode

Daytime telephone number

E-mail address

A3. Type of organisation

Is this group:
(please mark with ✓ as appropriate)

a) An un-incorporated body

If your group is an un-incorporated body please attach a list of the names and addresses of 21 members registered as local electors in East Cambridgeshire and tick in the box to confirm you have attached the details .

Or

- a) A charity
- b) A company limited by guarantee
- c) An industrial or provident society
- d) A neighbourhood forum*
- e) A community interest company
- f) A parish council in East Cambridgeshire
- g) A neighbouring parish council

Please provide written evidence of your status e.g. Group Constitution or charity number and tick in the box to confirm you have attached the details .

Please also provide written evidence of agreement to submit this nomination in the form of group meeting minutes and tick in the box to confirm you have attached the details

**as defined under the s61F Town and Country Planning Act 1990*

A4. Local connection

Please describe the nature of your organisation's local connection to the asset you are nominating:
(Please also include a brief description about how your organisations activities wholly or partly relate to East Cambridgeshire).

A5. Distribution of surplus funds

For groups other than parish councils, please confirm and provide evidence that any surplus made by the group is wholly or partly applied for the benefit of the area covered by East Cambridgeshire District Council or a neighbouring local authority area. Tick in the box to confirm you have attached the details .

Section B – Details of the land and/or building you wish to nominate

B1. Name and address of land and/or building being nominated

Name

Address including postcode

B2. Owner and occupier details

Name of Owner

Address of owner including postcode

Name of occupier (If different from above)

Name (s) of current or last known individuals holding a freehold or a leasehold estate in the land/buildings

Current or last known address of all those holding a freehold or a leasehold estate in the land / buildings

Have you discussed this nomination with the owner of the land and/or building?

(please mark with ✓ as appropriate) Yes No

We strongly recommend that you discuss your plans to nominate with the owner before submitting. The Council is legally required to inform the landowner and other organisations of the nomination and the inclusion or removal of an asset from the list of assets of community value. The Council can only remove an asset from the list if the owner makes a successful appeal against the listing or the asset no longer meets the criteria as being an asset of community value.

B3. Maps and boundaries

Please provide information which helps to clarify the exact location and extent of the nominated land and/or building and attach a copy of a map highlighting the area covered by the nomination. This could include:

- Where the land is registered, an up to date copy of the Land Registry Register and Title plan with boundaries clearly marked in red (less than one month old). Please consider whether you wish to nominate all or only part of the land falling within a Land Registry title. Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.
- A written description, explaining where the boundaries lie, the approximate size and location of any building/s on the land and details of any roads bordering the site.

Please ✓ to confirm boundary map is attached:

B4. Current use of the asset

Please note: As per Section 93-94, Part 5, Chapter 3, of the Localism Act 2011 any information entered into this section will be publicly available including to the owner of the property you are nominating.

What is the current main use of the asset?

Do you consider that the current and main use of the nominated land and/or building furthers the social wellbeing or cultural, recreational or sporting interest of the local community?		
Please ✓ the relevant box:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If yes, please explain how it does so. If not, go to B5.

Over what period is the main use of the nominated land and/or building anticipated to continue?

Does the local community have legal and authorised use of the land or property?

B5. Questions for nominated land and/or buildings not currently used for community benefit.

Please note: As per Section 93-94, Part 5, Chapter 3, of the Localism Act 2011 any information entered into this section will be publicly available including to the owner of the property you are nominating.

If the main use of the nominated land and/or building does not currently further the social wellbeing or cultural, recreational or sporting interests of the local community, did it do so at some stage in the recent past?		
Please ✓ the relevant box:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Please provide details of how the nominated land and/or building was used in the past and dates of usage.
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How do you anticipate that the nominated land and/or building would return to furthering the social wellbeing or cultural, recreational or sporting interests of the local community?
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When do you consider that the nominated land and/or building could realistically return to furthering the social wellbeing or cultural, recreational or sporting interests of the local community? (i.e. within the next 5 years)

B6. Optional information – Land which is not of community value and therefore may not be listed

The Asset of Community Value (England) Regulations 2012 define some land/buildings which are not assets of community value, it is not essential to answer these questions but any information you can supply will help to speed up the consideration process.

Is the nominated land and/or building used wholly or partly as a residence? Please provide details.

Is the nominated land and/or building covered by the Caravan Sites and Control of Development Act 1960? Please provide details.

Is the nominated land and/or building defined as operational land under section 263 of the Town and Country planning Act 1990, owned by statutory undertakers such as utility companies? Please provide details.

B7. Further information

Please provide any further information to support why you feel that East Cambridgeshire District Council should conclude that the nominated land and/or building is of 'community value'.

Section C - Declaration

By signing your name here (if submitting by post) or typing it (if submitting electronically) you are confirming that the contents of this form are correct, to the best of your knowledge.

Name

Title

Signature

Date

Please send your completed form and supporting documents to:

Email: ACV@eastcambs.gov.uk or

Community & Leisure Services, East Cambs District Council, The Grange, Nutholt Lane, Ely, Cambs, CB7 4EE.

Data Protection and Freedom of Information

We will process the information provided in accordance with the Data Protection Act for the purposes of administering the Asset of Community Value procedure. The information provided will be stored securely by East Cambridgeshire District Council and will be destroyed after 6 years from the date of decision. The name of the community group making the nomination will be included in the 'list of assets of community value' or in the list of 'land nominated by unsuccessful nominations'. The name and contact details provided will be shared with the owner of the asset in the event that the nominating organisation subsequently submits an intention to bid.

The Freedom of Information Act 2000 (FOIA) applies to East Cambridgeshire District Council and therefore information provided by you may have to be disclosed by the District Council in response to a request unless the District Council considers that a statutory exemption applies.