# Westmorland & Furness Council:

# Asset of Community Value Nomination Form

## Section A: Contact details

| **Required information** | **Your contact details** |
| --- | --- |
| Your title |  |
| First name |  |
| Last name |  |
| Email address |  |
| Landline number |  |
| Mobile number |  |

| **Required information** | **Name or organisation details** |
| --- | --- |
| **Name or organisation:**  Is the organisation address the same address as already given in the previous section? **If no, please complete the below** |  |
| Organisation Address |  |
| Contact name |  |
| Position in organisation |  |
| Organisation Telephone number |  |

### Type of organisation

| **Description** | **Applying as: (please tick one)** | **Registration no. of charity and/or company (if applicable)** |
| --- | --- | --- |
| Neighbourhood forum (as defined by in Localism Act) |  |  |
| Parish Council |  |  |
| Charity |  |  |
| Community interest group |  |  |
| Unincorporated body |  |  |
| Company limited by guarantee |  |  |
| Industrial and provident society |  |  |
| Other, please state |  |  |

#### A1. Local Connection

Your organisation must have a local connection, which means that its activities are wholly or partially concerned with the administrative area of Westmorland & Furness Council or neighbouring authority.

Local connection detail:

#### A2. Number of members registered to vote locally (unincorporated bodies only)

In the case of unincorporated bodies at least 21 of the members must be registered to vote locally. If they are registered to vote in a neighbouring local authority please indicate where.

#### A3. Distribution of surplus funds (certain types of organisations – see below)

If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members. Surplus funds must be applied in part or whole for the benefit of the local area. If relevant, please confirm that this is the case.

#### A4. Your organisations rules: Please send us the relevant type of document for your organisation and indicate which it is:

| **Document type** | **Please tick** |
| --- | --- |
| Memorandum and Articles of Association (for a company) |  |
| Trust Deed (for a trust) |  |
| Constitution and/or rules (for other organisations) |  |

## Section B – Information on the nomination

| **Required information** | **Information on the nomination** |
| --- | --- |
| Nomination information |  |
| What is being nominated |  |
| Name of the premises/land |  |
| Address (including postcode) |  |

### B1. The nomination form must include a map. The map must be to scale showing boundaries edged red, such as that provided by Land Registry Title Register and Title Plan or plan showing OS co-ordinates, road names, and landmarks

### B2. Owners and other with interests in the building or land:

| **Required information** | **Name(s)** | **Address(es)** |
| --- | --- | --- |
| Current occupants |  |  |
| Current or last known details of those owning the freehold of the land |  |  |
| Current or last known details of those having a leasehold interest in the land |  |  |

### B3. Tell us about the asset

| **Required information** | **Asset details** |
| --- | --- |
| What is the main, and non-ancillary, use of the land or premises being nominated? |  |
| How does the asset further the social well-being and social interest of the community? |  |
| What is the current level of use of the asset and who uses it?  Please provide examples with evidence ie links to online calendars, list of user groups |  |
| Do particular communities of interest or need use it?  Please provide examples with evidence ie list of user groups, frequency of use |  |
| What do communities gain from their use of the asset and what would be the impact if it were lost? |  |
| Does the use of the asset reduce isolation?  Yes / No  Please provide examples with evidence ie testimonials |  |
| Does the use of the asset address the needs of disadvantaged members of the community?  Yes / No  Please provide examples with evidence ie testimonials, list of user groups |  |
| Does the use of the asset reach vulnerable people?  Yes / No  Please provide examples with evidence ie testimonials |  |
| Does the use of the asset support community cohesion and involvement?  Yes / No  Please provide examples with evidence ie user feedback, list of events |  |
| Does the use of the asset enable communities to be self-supporting?  Yes / No  (Please provide an example) |  |
| Does the use of the asset increase access to positive activities?  Yes / No  Please provide examples with evidence |  |
| Does the community feel strongly that the asset should be retained as a community asset?  Please explain why |  |
| Could the asset realistically continue to be used for this or another qualifying community purpose?  Consider whether its current use could be sustained or if another community use could be achieved within five years. |  |

## Section C: Submitting this application

### Attachment checklist

|  |
| --- |

Copy of group Constitution

|  |
| --- |

Name and home addresses of 21 members registered to vote in nomination area (if group is not incorporated), plus confirmation they belong to the

group and support the nomination

|  |
| --- |

### A map (to scale, showing boundaries edged red, such as that provided by Land Registry; Title Register and Title Plan or plan showing OS

### co- ordinates, road names, and landmarks)

### Declaration

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

| **Signed:** |  | **Dated:** |  |
| --- | --- | --- | --- |

Please send your completed form to:

Assistant Director

Safe and Strong Communities

Westmorland and Furness Council

South Lakeland House

Lowther Street

Kendal

Cumbria LA9 4DQ

Or email to: [acv@westmorlandandfurness.gov.uk](mailto:acv@westmorlandandfurness.gov.uk)