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**Asset of Community Value**

**Nomination Form**

The ‘community right to bid’ allows an eligible voluntary or community body to nominate local assets for adding to the council’s Assets of Community Value List. Details of the scheme can be found on the [Dorset Council website](https://www.dorsetcouncil.gov.uk/your-community/support-for-voluntary-and-community-organisations/localism/assets-of-community-value.aspx).

A nomination form must be completed for each asset being nominated.

Please Note: The information you provide on this form will be the basis upon which the council decides whether or not to list the asset.

1. **NOMINATING ORGANISATION**

|  |  |
| --- | --- |
| **Nominating organisation** |  |
| **Contact name and position in organisation** |  |
| **Address**  **(including postcode)** |  |
| **Daytime telephone number** |  |
| **Email address** |  |

1. **ELIGIBILITY OF NOMINATING ORGANISATION**

|  |  |  |
| --- | --- | --- |
| **Type of organisation** | | **Please tick** |
| **A** | Parish/town council or neighbouring parish/town council |  |
| **B** | Designated neighbourhood planning forum or neighbouring neighbourhood planning forum |  |
| **C** | Unincorporated body with at least 21 individual members and which does not distribute any surplus it makes to its members. (See Note 1) |  |
| **D** | Charity |  |
| **E** | Company limited by guarantee which does not distribute any surplus it makes to its members |  |
| **F** | Industrial and provident society which does not distribute any surplus it makes to its members |  |
| **G** | Community interest company |  |
| **H** | Other - please provide details: |  |

|  |  |
| --- | --- |
| **Local connection** | **Please tick** |
| For organisations other than parish and town councils (types **B** – **H** above) please confirm and provide evidence that the body is wholly or partly concerned with the area covered by Dorset Council or a neighbouring local authority area. |  |
| For organisation types **C**, **E** and **F** above please confirm and provide evidence that any surplus the body makes is wholly or partly applied for the benefit of the Dorset Council area or a neighbouring local authority area. |  |
| For organisation type **C** above (unincorporated bodies) please confirm that at least 21 members are included on the register of electors for Dorset Council, or for a neighbouring local authority, and provide a list of their names and addresses. |  |

1. **THE ASSET (See Note 2 for assets that cannot be nominated)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of asset** |  | | |
| **Address of asset** |  | | |
| **Description of asset**  Please provide an Ordnance Survey map[[1]](#footnote-1) at a suitable scale, to show the exact location of the asset with its boundaries[[2]](#footnote-2) clearly marked. If it will assist in identifying the nominated asset please also provide a written description**.** |  | | |
| **Name and address of owner** (postal/email) |  | | |
| **Name and address of leaseholder (if applicable)**  (postal/email) |  | | |
| **Name and address of occupier (if applicable)**  (postal/email) |  | | |
| **Has the nomination of the asset been discussed with the owner?** Whilst not a legal requirement it is considered beneficial to do so. | | **Yes** | **No** |
| **Please tick** | |  |  |
| **Is the asset for sale or long-term lease assignment?** | | **Yes** | **No** |
| **Please tick** | |  |  |

1. **COMMUNITY VALUE (See Note 3)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Please answer either of the following:** | | | | | |
| **Do you consider that the current main use of the asset furthers the social wellbeing or social interests of the local community?** | | | | |  |
| **Please tick** | | | | |
| **Do you consider that the main use of the asset in the recent past furthered the social wellbeing or social interests of the local community?**  **Please tick** | | | | |  |
| **When did the main use cease?** | | | |  | |
| **What is the current/was the recent main use of the asset?** | | | | | |
|  | | | | | |
| **Please explain how the current/recent main use of the asset furthers/furthered the local community’s social wellbeing or social interests. (See Note 4)** | | | | | |
|  | | | | | |
| **Is it realistic to think that the current main use might continue to further the social wellbeing or social interests of the local community, whether or not in the same way?** | | | | | |
| **Yes** |  | **No** |  | | |
| **If possible, please provide details (See Note 5)** | | | | | |
|  | | | | | |
| **For those assets that had a main use in the recent past that furthered the social wellbeing or social interests of the local community, is it realistic to think that at some point in the next 5 years it may do so again, whether or not in the same way? If possible, please provide details.** | | | | | |
| **Yes** |  | **No** |  | | |
| **If possible, please provide details (See Note 5)** | | | | | |
|  | | | | | |

1. **CHECKLIST**

**It is important that you include all the necessary information with your nomination form. Please check you have included the applicable items from the following list:**

|  |  |
| --- | --- |
| Location map of asset (Ordnance Survey) |  |
| Evidence of your group’s approval for nominating this asset (e.g. meeting minutes[[3]](#footnote-3)) |  |
| Proof of group’s identity: |  |
| * Memorandum & Articles of Association |  |
| * Annual Statement of Accounts |  |
| * Minutes of Meetings |  |
| * Names and Addresses of members if you are an unincorporated body |  |
| * Other (please specify): |  |

**Please note that your nomination form, including map, will be published and may be supplied, on request, to the owner or occupier. Personal details will be omitted.**

If you need help completing your nomination form or wish to submit this form and accompanying documents please e-mail:

[ACV@dorsetcouncil.gov.uk](mailto:ACV@dorsetcouncil.gov.uk)

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|  |

**Explanatory Notes**

**Note 1: Unincorporated bodies**

Unincorporated bodies need to provide evidence that its members are working as a group. Contact the council at [ACV@dorsetcouncil.gov.uk](mailto:ACV@dorsetcouncil.gov.uk) for advice.

**Note 2: Ineligible assets**

There are some assets that are excluded from listing. The principal one is residential property which includes gardens, outbuildings and other associated land. Full details of this are set out in paragraphs 1 and 2 of Schedule 1 to the Assets of Community Value, (England) Regulations, 2012.

The exception to this general exclusion of residential property from listing is where an asset which could otherwise be listed contains integral residential quarters, such as accommodation as part of a pub or a caretaker’s flat.

There are two further categories of assets excluded from listing:

1. Land licensed for use as a residential caravan site (and some types of residential caravan site which do not need a licence) – See paragraph 3 of Schedule 1 to the Regulations
2. Operational land of statutory undertakers as defined in section 263 of the Town and Country Planning Act 1990. See paragraph 4 of Schedule 1 to the Regulations.

**Note 3: Asset of community value eligibility**

Under Section 88 of The Localism Act, 2011, land or a building will be considered an asset of community value if, in the opinion of the local authority:

1. An actual current use, that is not an ancillary use, furthers the social wellbeing or social interests of the local community, and it is realistic to think that there can continue to be a use, which is not ancillary, which will further, whether or not in the same way, the social wellbeing or social interests of the local community.
2. There is a time in the recent past when an actual use of the property, which was not an ancillary use, furthered the social wellbeing or social interests of the local community, and it is realistic to think that there is a time in the next five years when there could be non-ancillary use which would further, whether or not in the same way, the social wellbeing or social interests of the local community.

**Note 4: Reasons why the asset is of community value**

Please provide information setting out the activities that take/took place, including frequency and numbers of people from the local community involved. Whilst ‘social interests’ is defined in the Localism Act as including, in particular, cultural, recreational and sporting interests, ‘social wellbeing’ is not. As such, where the use of the asset, current or in the recent past, does not readily meet the definition of social interests please set out how the use benefits/benefitted the social wellbeing of the local community.

**Note 5: Continued/future community use**

If possible please provide information that shows the potential for the asset to continue to have a main use that furthers the social wellbeing or social interests of the local community, or, in the case of assets that had such a main use in the recent past, the potential for it to do so again at some stage during the next 5 years. The use does not necessarily have to be the same as the current use or use in the recent past; examples might be a community shop or post office inside a pub or community hall, or a community shop becoming a community drop-in.

1. Suitable maps can be produced using [Dorset Explorer](https://explorer.geowessex.com/?layers=51). Please contact us if you need assistance at ACV@dorsetcouncil.gov.uk. [↑](#footnote-ref-1)
2. The boundaries do not have to be the same as ownership boundaries, for example as are shown on Land Registry title plans. It is also not necessary for all parts of the nominated site to be in the same ownership. [↑](#footnote-ref-2)
3. Unincorporated bodies – see Note 1 [↑](#footnote-ref-3)