

# EXPRESSION OF INTEREST FORM (EOI)

## for a Community Asset Transfer (CAT)

### from Powys County Council to a Third-Sector Organisation

Reference Number		Date Received	
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#### Guidance Notes

This “Expression of Interest” form is an important document. The information within it will help the Council to identify good community based proposals for sustainable uses of public buildings owned by Powys County Council.

The aims of a Community Asset Transfer from Powys County Council are:-

- To encourage people to take part in economic and community life
- To develop capacity in and connections between public, private, voluntary and community sectors in order to support economic and social development
- To safeguard buildings for community use

When initially assessing your completed “Expression of Interest”, the Council will consider:-

- Does the project meet at least one of the Council’s Community Asset Transfer aims?
- Does the proposal benefit the people of Powys?
- Does the project contribute to the Council’s corporate priorities and plan?

**NOTE – You must be realistic about the amount of time it will take to do your proposal and what you can achieve.**

If your EOI meets the Council’s criteria, you will be invited to submit a full, costed Business Case, which will then be considered for submission as a Community Asset Transfer application.

For advice on both developing your project and completing this “Business Case” form, email the Regeneration Team at [regeneration@powys.gov.uk](mailto:regeneration@powys.gov.uk).

**This form, once completed, it should be sent to:**

The Valuation Team,  
County Hall,  
Llandrindod Wells  
LD1 5LG  
Or emailed to [property.sales@powys.gov.uk](mailto:property.sales@powys.gov.uk)

**EXPRESSION OF INTEREST FORM (EOI)**  
**for a Community Asset Transfer (CAT)**  
**from Powys County Council to a Third-Sector Organisation**

*(This is not an application form for funding)*

PROPOSED PROJECT NAME
Canolfan Aberhosan

CONTACT DETAILS	
Name of the LEAD group or organisation	Y Ganolfan Aberhosan
Address of the LEAD group or organisation	Braichithel Aberhosan Machynlleth Powys SY20 8SD
Name of the main contact person	Mrs Meinir Davies
Phone number	01654702872
E-mail address	meinir.davies@btinternet.com
What year did your organisation start?	1976

YOUR THIRD-SECTOR STATUS		
<input checked="" type="checkbox"/> Registered Charity <input type="checkbox"/> Voluntary Organisation <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Community Group <input type="checkbox"/> Town/Community Council	<input type="checkbox"/> Consortium <input type="checkbox"/> Statutory Organisation
<b>Does your group or organisation have:</b> You will be asked for these if you progress to a Business Case.		
Item	Yes	No
a constitution	X	
terms of reference		
A work plan		

### WHAT PROPERTY ARE YOU INTERESTED IN?

Name of identified property	Aberhosan Village Hall
Address	Aberhosan Village Hall Aberhosan Machynlleth Powys
Names of Powys County Council <u>Officers</u> that you have spoken to about this property. <i>(This does not mean that the property has been agreed for use by PCC)</i>	Liz Trow Jenni Thomas
Names of Powys County <u>Councillors</u> that you have spoken to about this property. <i>(This does not mean that the property has been agreed for use by PCC)</i>	Gwilym Fychan

### TELL US ABOUT YOUR ORGANISATION ( or GROUP)

**1. What does your organisation do? (If you are a new organisation, what do you hope to do?). Enclose any brochures / marketing that you currently use to help explain what you do.**

We are Aberhosan Hall Management Committee. We meet on a regular basis to manage the village hall for the benefit of the community. At present we have a lease with Powys County Council and Cadfarch Community council are hall Trustees.

**2. List any other organisations with which you are affiliated or work with.**

**Aberhosan show committee**

**Merched Madian**

**Aberhosan Sunday school**

**Aberhosan Eisteddfod**

**Bro Ddyfi YFC**

**3. If you already operate a project or activity, where is it currently based and is it different to the idea for this building?**

We are based at Aberhosan Village Hall and have been there since 1976. We hope that this will continue in to the future.

**TELL US ABOUT YOUR IDEA FOR THE PROPERTY**

**4. What do you want to use the property for and why?**

The hall will continue to be used as it is at present,

- 1) To let it out to local groups.
- 2) To arrange and hold events for the benefit of the people in our community.
- 3) To provide a safe and economical venue for the community
- 4) To increase usage

**5. To achieve this, how much will your idea cost?**

*(Consider development costs, design fees, capital proposals and revenue costs, as examples.)*

We are self sufficient at present.

In the future, when we have ownership of the hall, we hope to spend some money on the neglected fabric of the building (roof and back window). This will involve some fundraising of our own as well as applying for various grants.

**6. How will you make it happen?**

*(Tell us about the stages involved, the experts, (architects, quantity surveyor, etc) formal permissions such as Building Regulations or Planning, as examples).*

At present we are aware that the back window will need to be replaced and the roof might possibly need work doing to it. We are at present waiting for a survey to be done, and as soon as we have a clear picture, we can start to get quotes and apply for grants to fund the project.

**7. How do you propose to ensure the future of the property?**

*(ie: keeping it in good repair and running it.)*

We will as a committee run the finances as we have done for the last 40 years. When we own the property, we can apply for grants to improve the hall externally.

**TELL US ABOUT YOUR COMMUNITY IDEA**

**8. Why do you believe that your idea is needed and what evidence / information justifies your project?**

The hall is used on a regular basis and we have the evidence to support this (supplied to PCC in our annual return). The hall is needed and used by the community at present and our idea is for this to continue in to the future.

**9. Have you discussed your idea with other people / groups in your community?**

This is important because, if you complete a Business Case form for a Community Asset Transfer (CAT) by Powys County Council, you will have to demonstrate that you have community support. *(NOTE – As part of its appraisal process, the Council may approach anyone you name below.)*

Gwilym Fychan – County councillor  
Cadfrach Community Council  
Merched Madian  
Aberhosan Eisteddfod  
Aberhosan |Show

**10. If your idea has links to other projects? Describe what these are and the benefits.**

X

**11. What environmental impact will your idea have as it is delivered – in a positive and / or negative sense? What environmental considerations have you made?**

The large back window badly needs to be repaired or replaced and is draughty and water seeps in through it. We would hope to install a smaller double glazed window and brick up and insulate the remaining area. This would have a very positive effect on the hall and would save a lot in heating costs.

We would also like to give attention to the roof. As far as we know, there is no insulation in the roof.

**12. How will you make it happen?**

*(Who will make it happen, what are your timescales, how will people know about it and how will you keep it going?)*

The committee will run the project. The committee will prioritise the work highlighted in the survey. i.e. roof and windows.

**TELL US ABOUT COSTS AND FUNDING?**

**13.** (This is only an EOI and we do not require detailed costing however, you will be required to provide them in a Business Case if your EOI is accepted.)

**A) How much will it cost to set up your project?**

It should not cost anything to set up the project as it is already running in it's present form.

**B) What have you allowed for purchase / lease of the property?**

Community Asset Transfer

**C) How much will it cost, annually, to run the project? (indicate over 5 years)**

We are self sufficient at the moment but we will need to apply for grants to fund external works.

**D) Tell us how you will fund the above and the source of the funding?**

Lottery funding and other grants for external works.

Day to day running – Letting of the hall, grants, annual draw, fundraising activities.

**CONTACT SIGNATURE**

Signature of main contact person

Name of main contact person  
(in BLOCK letters)

Date



## Data Protection and Information Security

The information submitted in this “Expression of Interest” form will be processed in accordance with the Data Protection Act (1998).

For the administration, appraisal, approval, monitoring and auditing of this project, Powys County Council will hold your proposal information. We may need to share it with the Appraisal Panel, elected Members, Officers from the Council, and the Welsh Audit Commission – and any internal or external auditors required to audit the activities of the Council.

Please sign and date below, to confirm that the information supplied in this “Expression of Interest” form is accurate, and that you accept processing of your information as stated above.

Applicant's Signature		Date	
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This “Expression of Interest” form must be submitted electronically to [property.sales@powys.gov.uk](mailto:property.sales@powys.gov.uk) – and at the same time a signed printed copy must be submitted by post to:-

Valuation Technician  
County Hall  
Spa Road East  
Llandrindod Wells  
Powys LD1 5LG

This “Expression of Interest” form will not be reviewed until we have received both:-

- a. the electronic copy
- b. the signed and dated printed copy