

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

Reference Number		Date Received	
------------------	--	---------------	--

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 in 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.

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

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)

<p>PROPOSED ASSET NAME</p> <p>Llanfechain Recreation Field</p>
--

Name of the LEAD group or organisation	Llanfechain Community Council
Address of the LEAD group or organisation	23 Maes Dinas Llanfechain SY22 6YR
Name of the main contact person	Dianne Crecraft
Phone number	01691 828542
E-mail address	dcrecraftcomcouncil@hotmail.co.uk
What year did your organisation start?	1975

<p> <input type="radio"/> Registered Charity <input type="radio"/> Community Group <input type="radio"/> Consortium <input type="radio"/> Voluntary Organisation <input checked="" type="radio"/> Town/Community Council <input type="radio"/> Statutory Organisation <input type="radio"/> Other _____ </p>												
<p>Does your group or organisation have: You will be asked for these if you progress to a Business Case.</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td>a constitution</td> <td>Yes</td> <td></td> </tr> <tr> <td>terms of reference</td> <td></td> <td></td> </tr> <tr> <td>A work plan</td> <td></td> <td></td> </tr> </tbody> </table>	Item	Yes	No	a constitution	Yes		terms of reference			A work plan		
Item	Yes	No										
a constitution	Yes											
terms of reference												
A work plan												

WHAT PROPERTY ARE YOU INTERESTED IN?

Name of identified property	Llanfechain Recreation Field
Address	Memorial Hall Llanfechain
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>	David Pritchard, Valuer Gareth Jones, School Service
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>	County Councillor Gwynfor Thomas

TELL US ABOUT YOUR ORGANISATION

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.

Llanfechain Community Council

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

Llanfechain Playground Project Committee

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

Provide a children's play area with equipment and a football pitch. Plans to upgrade the play area

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

We wish to safeguard the future of the recreation area, and take over ownership on behalf of the community

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

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

Nil

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).

N/A

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

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

Since taking on the lease from Powys CC in 2008, the Community Council have maintained and paid for all repairs to the play equipment, and taken on the responsibility of paying for the grass cutting every year and maintain all hedges that belong to the field.

TELL US ABOUT YOUR COMMUNITY IDEA

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

The Community were very concerned when the Recreation Field was put forward as a candidate site for the LDP.

It is an important asset and green space for the community, which the community is anxious to retain in perpetuity.

It is regularly used by Llanfechain FC throughout the football season. It is also used as the venue for our local annual village show

The play area is very well used and there are positive plans to replace and extend the children's area with new and more modern equipment. The whole village and local school have all been involved in planning this venture.

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.)

It has been discussed at great length at many of the Community Council's meetings and also with the local school.

The Playground Committee was set up to investigate, evaluate and design a new play area, as the existing equipment is outdated. Funding from the Lottery is being sought and other fund raising events will be organised.

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

N/A

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?

Sustainable green space for all the community

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?)

N/A

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?

N/A

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

Llanfechain Community Council are currently paying an annual lease charge of £100

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

Maintenance currently costs the Community Council approx. £500 per year.

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

Annual Precept will cover the costs of maintenance

PONSIEP 01001 0000	
Signature of main contact person	
Name of main contact person (in BLOCK letters)	Dianne Crecraft
Date	25/10/2016.

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	25-10-16.
--------------------------	------	-----------

This "Expression of Interest" form must be submitted electronically to property.sales@powys.gov.uk – and at the same time a signed printed copy must be submitted by post to:-

The Valuation Team
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

