

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 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)

PROPOSED PROJECT NAME
COMMUNITY ASSET TRANSFER OF KNIGHTON BOWLING CLUB

CONTACT DETAILS	
Name of the LEAD group or organisation	Knighton Bowling Club
Address of the LEAD group or organisation	Church Road Knighton Powys LD7 1ED
Name of the main contact person	Mr. Norman Oakey
Phone number	01547 550673
E-mail address	n.oakey@btinternet.com
What year did your organisation start?	1933

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

WHAT PROPERTY ARE YOU INTERESTED IN?

Name of identified property	Knighton Bowling Club
Address	Church Road, Knighton, Powys. LD7 1ED
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>	Mr. David Micah (Valuer) Mr. Stuart Mackintosh (Service Manager)
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>	Mr. Garry Banks (County Councillor & Portfolio Holder for Property and Assets) Mr. Peter Medicott (County Councillor)

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 a long established club, having been on the present site for some 80+ years. We are a bowling club, promoting the sport of flat green bowls, and offering a healthy, outdoor, safe recreational sport to anyone wishing to partake. We have regional competitions on a regular basis as well as local (Mid Wales) leagues and club competitions. We have a regular Monday evening club session where any member of the public can come and try out the game. During the course of a season, we have special matches held in aid of charity, for example RAFA and Air Ambulance.

Until now, most of our 'advertising' has been by word of mouth. However, if our plans come to fruition, we have proposed an advertising blitz in and around Knighton, using posters and flyers delivered with newspapers to reach as many as possible. We are also constantly on the lookout for someone with whom we could go into a sponsorship deal.

We have our own website at www.knightonbowlingclub.co.uk, this was set up and is run by members of the club and has received approx 30,000 hits per year since set up in 2013. Getting our name out there, and generating interest in the sport.

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

Mid Wales Bowling Association

Knighton School

Mid Wales Womens Bowling Association

Whitton School

Welsh Bowling Association

Welsh Bowls Umpires Association

Welsh Bowls Coaching Association

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

Knighton Bowling Club are the current lease holders of the clubhouse and its grounds as designated in the lease documents.

The current use of the designated facilities would not change.

TELL US ABOUT YOUR IDEA FOR THE PROPERTY

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

As the bowling club has been on the site since 1933, the club would like to secure the facilities for future generations and to continue to provide a valuable community recreation asset for the local area. An asset transfer, if granted would allow this to happen.

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

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

From Knighton Bowling Clubs viewpoint, there would be no costs as there will be no development, design or capital costs. There may be some legal cost involved but hopefully these would be minimal. If an Asset Transfer is granted then any cost that may come from any improvement to the facilities in the future would be born by the club.

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).

No major changes to the premises are currently in the pipeline. Should some major re-jigging be required at some future date, we have most of the necessary expertise within our club membership.

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

(i.e.: keeping it in good repair and running it.)

Knighton Bowling Club (originally called Ystrad Bowling Club) have occupied the current premises since 1933. In 1972 we had our first 21 year lease from Knighton Urban District Council which made the club responsible for the internal maintenance of the building. In 1991 we had our second 21 year lease from Radnorshire District Council which then made the club responsible for all maintenance (Inc. hedges fences drains etc.) with the exception of the bowling green itself.

Since the expiry of the 1991 lease, we have been solely responsible for all the club facilities. Should an Asset Transfer be granted, we propose to continue on our present path, maintaining the facilities through membership fees, fundraising bar income and possible through any grant funding that may be available to a club of our type.

TELL US ABOUT YOUR COMMUNITY IDEA

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

Whilst we are a long established club, in common with many such, we find over recent years that the enrolment of new members has become more difficult. We believe that in a community with shrinking resources, facilities such as ours are vital to maintain community cohesion. During the close season we currently run whist sessions which are well attended, and would hope to expand on this with other indoor 'sports' and functions being offered to the local people, both young and old.

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.)

As yet we have made no approach to people outside of our organisation, although this will happen if our application is viewed favourably.

We have made approaches to Knighton Town Council and have been assured of their support, and have briefly discussed the issue with some members of PCC with whom we have had previous dealings.

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

Knighton Bowling Club has links to other bowling clubs and organisations who we are confident will continue to support our efforts to promote the development of bowls at Knighton in particular and Mid Wales as a whole.

These links are important in helping to encourage more people to take up the sport (or return to it), particularly the younger generation who are the future.

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?

No environmental impact is expected as the club and facilities are already in existence. We would continue to provide outdoor bowling in the summer in surroundings that are superb for peaceful relaxation.

At the original opening in 1933 the report in the local newspaper read thus:- 'If ever a town was proud of its sporting facilities, it was Knighton.....'.

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?)

Knighton is a long established club with a history of running our own affairs, successfully. We have all the elements in place to continue to run the facilities through a management committee and regular meetings with all members, governed by our Constitution.

Members are aware of our application for this CAT and are supportive. They will continue to be informed through meetings, e-mail, text, phone and word of mouth.

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?

As the club is already in existence, we do not anticipate any set up costs.

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

No amount allocated as yet, but is dependent on the outcome of this EOI.

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

Based on the last three years, approx £30,000.00 (£6000.00 per annum).

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

Membership subscriptions, Bar profits, Social functions, donations from members, fundraising, possible sponsorship deals and through any grant funding that may be currently, or become available.

CONTACT SIGNATURE

Signature of main contact person	
Name of main contact person (in BLOCK letters)	NORMAN OAKEY
Date	19 MAY 2015

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 – 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