

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
Putting Green Princes Avenue Llandrindod Wells

CONTACT DETAILS	
Name of the LEAD group or organisation	Llandrindod Wells Town Council
Address of the LEAD group or organisation	Old Town Hall Temple Street Llandrindod Wells Powys, LD1 5DL
Name of the main contact person	Jane Johnston (Town Clerk)
Phone number	01597 823116
E-mail address	llandrindodcouncil@btconnect.com
What year did your organisation start?	1974

YOUR THIRD-SECTOR STATUS		
<input type="radio"/> Registered Charity <input type="radio"/> Voluntary Organisation <input type="radio"/> Other _____	<input type="radio"/> Community Group <input checked="" type="radio"/> Town/Community Council	<input type="radio"/> Consortium <input type="radio"/> Statutory Organisation
Does your group or organisation have: You will be asked for these if you progress to a Business Case.		
Item	Yes	No
a constitution	Standing Orders	
terms of reference	1974 Local Government Act	
A work plan	Yes	

WHAT PROPERTY ARE YOU INTERESTED IN?

Name of identified property	Putting Green (Crazy Golf Course)
Address	Princes Avenue Llandrindod Wells
Names of Powys County Council Officers that you have spoken to about this property. <i>(This does not mean that the property has been agreed for use by PCC)</i>	Paul Griffiths, Pilot Officer, Community Delivery Lisa Griffiths
Names of Powys County Councillors that you have spoken to about this property. <i>(This does not mean that the property has been agreed for use by PCC)</i>	Cty Cllr Gary Price

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.*

Llandrindod Wells Town Council is a statutory body under the Local Government Act 1972. The Council aims to discharge it's duties in accordance with the Act in support of the residents and businesses of the community.

Our website (www.llandrindodtowncouncil.co.uk) provides up to date information on the activities of the Council as well as information on the local area.

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

The Town Council works with many local and regional organisations in and around Llandrindod Wells. We have strong links with community, voluntary, charitable and private business sector organisations.

We have supported numerous voluntary groups and societies that enhance the social and cultural life of the Town including:

- The Victorian Festival
- The Spa Town Trust
- The Drama Festival
- The Llandrindod Wells Silver Band
- The YMCA
- The National Cycle Museum
- The Llandrindod Eisteddford

- The Albert Hall
- The Children's Playgrounds

In addition Llandrindod Wells is twinned with two European Spa Towns – Contrexéville in France and Bad Rappenau in Germany. We signed a Twinning Charter with the small spa town of Contrexéville in 1992. Contrexéville was itself twinned with the German spa town of Bad Rappenau, near Heidelberg and in 2001 a formal twinning charter was signed between Llandrindod Wells and Bad Rappenau.

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

Station Crescent Public Toilets (taken via CAT on 1st April 2015)

TELL US ABOUT YOUR IDEA FOR THE PROPERTY

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

The property would be used as existing as a Putting Green and recreational area. This would enable to the Town Council to provide an additional service to the town's residents and visitors.

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

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

Revenue costs estimated at £3000 (grass cutting, lawn and shrub care, fence maintenance)

It is proposed that the freehold will be transferred to the Town Council for a nil consideration.

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).

The Town Council has considered and agreed to make this application and subject to agreement on the freehold transfer the Town Council will take over the facility.

The Town Council will continue to maintain the area.

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

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

The Town Council will continue to operate the premises supported from the monies raised through the precept by the Town Council and other Town Council funds as appropriate.

The Town Council will look to involving local community groups with the running of the site to enable them to generate income for their project or organisation.

TELL US ABOUT YOUR COMMUNITY IDEA

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

The site has been left unused for a few years and has become unsightly. This is a valuable facility for the residents and visitors to Llandrindod Wells and will act as an additional resource for families visiting the area.

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.)*

Yes. The Town Council have sought the views of residents, businesses and local organisations within the area and believe that there is general support for taking over this site.

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

The Town Council will ensure under the terms of any transfer and subsequent lease that the facilities are used to promote for the purpose they were constructed. This will support the work currently being discussed under the Welsh Government Lake Park Feasibility Study and linked to the Local Growth Zone Regeneration Project.

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?

None. The Town Council believe there will be no change in the environmental impact.

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 Council employs a Town Clerk who will be the primary person responsible for liaising with the local residents, and organisations. The Town Clerk will report back to the Town Council in accordance with their constitutional requirements.

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?

Nil

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

To be discussed.

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

£15000

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

The project will be funded from Town Council precept and reserves.

CONTACT SIGNATURE	
Signature of main contact person	
Name of main contact person (in BLOCK letters)	Jane Catherine Johnston
Date	22/9/15

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	22/9/15
--------------------------	--	------	---------

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

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