

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)

PROPOSED PROJECT NAME

Community Asset Transfer of Talgarth Bowling Club to Talgarth Town Council

CONTACT DETAILS

| | |
|---|--|
| Name of the LEAD group or organisation | Talgarth Town Council |
| Address of the LEAD group or organisation | Town Clerk, Ty-Carreg, Bronllys Road, Talgarth, LD3 0HH |
| Name of the main contact person | Mrs Josephine Rumsey |
| Phone number | 01874711565 |
| E-mail address | josephinerumsey@btinternet.com |
| What year did your organisation start? | |

YOUR THIRD-SECTOR STATUS

- Registered Charity Community Group Consortium
 Voluntary Organisation Town/Community Council Statutory Organisation
 Other -

Does your group or organisation have:

You will be asked for these if you progress to a Business Case.

| Item | Yes | No |
|--------------------|-----|----|
| a constitution | Yes | |
| terms of reference | Yes | |
| A work plan | Yes | |

WHAT PROPERTY ARE YOU INTERESTED IN?

| | |
|---|--|
| Name of identified property | Talgarth Bowling Club & Pavilion |
| Address | King George VI Playing Fields, Westfields, Talgarth, Brecon, 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> | Mr Stephen Butcher Mr Stuart Mackintosh Mr David Pritchard |
| 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> | Councillor William Powell |

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.

The Town Council currently owns and manages and maintains the Grade 2 listed Town Hall located on the town Square. We have just been granted permission to create a new fire escape for the Ground floor to bring it back into beneficial use. Tenders have already been issued for this and other associated work as part of our Owner responsibility. The Town Hall is currently used by many community groups and clubs such as the Regeneration Group, Festival Group Xmas Lights, Walkers are Welcome (WaW), Table Tennis and Zumba. The hall is also used for the Luncheon club which provides hot meals for elderly residents.

The Town Council also manages and maintains St Gwendolines Churchyard. We are currently undertaking the tendering for the new grounds maintenance contract to begin next March.

Talgarth Bowling Club is a sport and social facility for the promotion of the game of lawn bowls. Since 1921, the club has been an established organisation at the King George VI playing fields' site and is a key part of the local community, welcoming members and non-members alike of all ages and abilities. Our commitment to the site is demonstrated by the building alterations completed in 2009 and members' continued contributions to the maintenance of the buildings and gardens.

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

The Town council has representation on almost all the voluntary groups situated with Talgarth. In particular the Regeneration Group, Rural Alliances, WaW the Festival group, Xmas lights. The Regeeration groups holds Monthly markets and Flix in the Stix in the Town Hall. The Regeneration Group featured in a case study by CREW as an exemplar group.

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

As indicated above the Town Hall is owned and managed by the Town Council and is used intensively for predominately in-door activities.

Talgarth Town Council is also nearing completion for the devolvement of The King George Playing Fields from Powys CC to the Town Council. The playing fields along with sports pavilion, tennis courts and playground are an important recreational area for Talgarth for members of the public and existing sports clubs primarily for outdoor recreation. Talgarth Youth club managed by Powys County Councils Youth Service also uses the pavilion following the closure of the Community Centre.

TELL US ABOUT YOUR IDEA FOR THE PROPERTY

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

Powys County Council's Countryside and Recreation Service needs to dis invest itself from the property by March 2016 due to constraints in its revenue budget and approached the Town Council and current users with a view to managing the site.

As a statutory body the Town Council consider that it is best placed to take over the ownership and manage the facility for the benefit of the community.

The Town Councils intention is to continue to provide an accessible facility for the playing of lawn bowls in the King George VI playing fields. We also seek to enhance the use of the pavilion for alternative uses within the community with a view to the generation of additional income.

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

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

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

Annual running costs are estimated to be in the region of £5,000. It is anticipated that the majority of these costs will be met by annual membership fees from Talgarth Bowling Club together with other fund raising activities.

The details of all the current running costs including utility, business rates, insurance and grounds maintenance have been provided and understated. It is proposed that all future running costs will be met by Talgarth Bowling Club, the tenants upon entering a fully repairing and insuring lease.

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).

Talgarth Town Councils management committee has had a number of meetings with Powys County Council officers and held a Special General Meeting of members. As a result, we have reached a verbal agreement about the boundaries of the land area in question and the facilities on the site, there are no major changes planned to the existing facilities.

There is no planning/change of use or development costs required for this site as it fully meets the current use and compliance. Following the completion of the Community Asset Transfer the management of the site will be the responsibility of Talgarth Bowling Club.

Talgarth Town Council will be a member of Talgarth Bowling Club ensuring support to the group and policing its responsibility to maintain the site.

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 be the freeholder, landlord and member of Talgarth Bowling Club. As seen Talgarth Town Council already manage the Grade 2 listed Town Hall.

Talgarth Bowling Club has been in existence since 1921 and in that time there have been many changes to the membership and structure of the club itself. The Bowling Club have an elected management committee that currently meets bimonthly; a Catering and Cleaning Committee and a Competitions Committee. It is anticipated that responsibility for green keeping and fundraising will also benefit from being delegated to specialist committees/co-ordinators. The club is taking advice from PAVO on its future status to ensure the best chance of access to grant funding going forward. The Bowling Club can demonstrate a long standing ability to manage its own affairs, including care and maintenance of the buildings, grounds and garden furniture. There is no reason why this should not continue and Talgarth Town Council look forward to celebrating the Bowling Clubs centenary in 6 years' time.

TELL US ABOUT YOUR COMMUNITY IDEA

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

Talgarth Town Council would like to secure the future at King George VI Playing Fields and Bowling Green in Talgarth. The membership numbers are slowly increasing and the Bowls Club have well established links with local sports organisations, schools and community groups. Talgarth Bowls Club run a Tuesday Coaching Session and a Municipal League for players of all ages and abilities; which includes teams from local pubs, clubs, work places and caravan parks. Bowls is one of very few intergenerational sports where players of all ages can participate together. It is recognised as a good health and wellbeing activity, accessible to all.

Talgarth has been fortunate following the commitment of its various community groups to demonstrate a willingness to enhance and protect community facilities and promote regeneration schemes to successful conclusions. This initiative is a further demonstration that the localism agenda supported by central government can achieve the protection of vital local provision and services.

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.)

Talgarth Bowling Club
Talgarth and District Sports and Community Association
Talgarth & District Regeneration Group
Mr William Powell AM

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 wellbeing, inclusivity and sustainability. The lease will stipulate that the facility has to be inclusive and run for the benefit of all Talgarth and surrounding district.

Talgarth Bowling Club has strong links with other bowling associations and will continue to have their support for the further development of bowls in Talgarth. Talgarth Bowls Club participated in a three day Sports Weekend in August 2015, organised by Talgarth & District Regeneration Group and this proved a great success with over 50 participants in “Have a go” sessions at the club. The Bowling Club also hold an annual Open Day at the beginning of each season to encourage community participation and new membership of the club.

The proposal has been discussed and minuted as approved by the Town Council.

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?

Talgarth Bowling Club sits alongside other sporting facilities in Westfields.

The club is adjacent to playing fields, children's playground, and tennis courts and has **its own small car park which serves the club**. The environs of the club itself are well kept and club members care and maintain the flower beds and hanging basket displays in summer. A number of benches are also maintained by club members resulting in a peaceful and enjoyable setting for visitors and passersby to take time to watch the activity on the green. There will be no fundamental difference from its current usage. It is envisaged that there will be an increase in footfall and possibly traffic as the venue is promoted and used more.

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?)

Talgarth Town Council management committee will take this matter further with the knowledge and support of the Bowling Club members. The members have been fully informed at every stage of the process so far and the intention to keep them updated regularly.

The project is looking for an early undertaking from Powys County Council that it supports the asset transfer on a freehold basis. This will allow for a lease to be drawn up between the Town Council and Bowling Club. Going forward it is anticipated that there will be greater cooperation between all the local sport groups to promote the venue.

The Town Council has already discussed, minuted and approved this proposal and will announce it in the Town Newsletter. Powys Officer representatives are to meet with the Clubs and PAVO regarding this project.

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?

Talgarth Town Council anticipate that there will be very little in the way of cost to set up the project. Talgarth Bowling Club are an established club who's members have a number of skills which has previously been demonstrated by extending the existing clubhouse, the internal refurbishment, acquisition and renovation of a portakabin, etc. The Bowling Club members have proved that they are capable of the care and maintenance of the buildings and grounds. In addition, a group of members are willing to be trained in fine turf management and so to further reduce the running costs.

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

The Town Council is seeking a nil consideration for the freehold asset transfer subject to appropriate user covenant with regards perpetual community use.

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

Over 5 years the approximate cost will be: £5,000 x 5 = £25,000
(No allowance made for inflation as currently running at -0.1%)

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

Membership fees, bar takings, donations, raffles, income generation from social functions, fundraising and possible sponsorship/grant funding.

CONTACT SIGNATURE

| | |
|---|--------------------|
| Signature of main contact person | |
| Name of main contact person (in BLOCK letters) | Josephine Rumsey |
| Date | 10th February 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 | |
|--------------------------|--|------|--|

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