

**Community Right to Bid**

**Nomination Form**

The purpose of the Community Right to Bid legislation is to give communities a right to identify property that they believe to be of value to their social interests and social well-being and gives them a fair chance to make a bid to buy the property in the open market if the property owner decides to sell. If your community group or organisation wishes to nominate a building and/or land for inclusion on the Council’s List of Assets of Community Value, you must complete this form.

Further information is available of the Council website, including Frequently Asked Questions on how to nominate. If you have any queries about filling in this form, then please contact:

Iain Hedley

07747473687

Iain.hedley@northumberland.gov.uk

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| **SECTION 1: Details of the Property to be Nominated** | |
| **Name of Property** |  | |
| **Address** |  | |
| **Post code** |  | |
| **Owner’s Name** |  | |
| **Address** |  | |
| **Post code** |  | |
| **Occupier’s Name** |  | |

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| **SECTION 2: About your Community Organisation** | |
| **Organisation** |  | |
| **Primary Contact** |  | |
| **Position** |  | |
| **Address** |  | |
| **Phone number** |  | |
| **Email** |  | |

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| **SECTION 3: Status of your organisation** | | | |
| Town or Parish Council |  | Unincorporated Group (21 electors) |  |
| Neighbourhood Forum |  | Registered Charity, including CIO |  |
| Community Interest Company |  | Non-profit Company Limited by Guarantee |  |
| Industrial & Providential Society |  | Community Benefit Society |  |
| Charity / Company number | |  | |

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| **SECTION 4: Supporting Information for Nomination** |
| **Please note that this information will be provided to the Owner of the property.**  **Why do you feel that the property is an asset of community value? Please give as much evidence and information as possible, e.g. evidence of community engagement, history of community use, current or recent activities, user groups, etc. Failure to demonstrate community value may lead to your nomination being unsuccessful.** |

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| **SECTION 5: Future Use** |
| **Please note that this information will be provided to the Owner of the property.**  **If a qualifying community interest were to be successful in securing this property through Community Right to Bid, what would the property be used for? Please give as much information as possible.** |

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| **SECTION 6: Boundary of the Property** |
| **Please note that this information will be provided to the Owner of the property.**  **What do you consider to be the boundary of the property. Please give as much detail as possible. You must include a plan with the property clearly outlined in red. Failure to clearly identify the boundary of the property may lead to your nomination being unsuccessful.** |

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| **SECTION 7: Supporting Documents** | |
| **Constitution or Articles of Association, if applicable** |  | |
| **A community group of electors must submit at least 21 names and addresses** |  | |
| **All nominations must be accompanied by an accurate boundary plan** |  | |
| **Any other document that supports your nomination** |  | |

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| **SECTION 19: Declaration** | |
| I confirm that I have the authority to submit this application on behalf of the relevant organisation and that to the best of my knowledge the information contained in the application is complete and accurate. | |
| Signed |  |
| Position in organisation |  |
| Date |  |

Once completed, please return the nomination form to:

Email: communityrighttobid@northumberland.gov.uk

Post:

Community Right to Bid

Economic Growth & Regeneration Team

Place Directorate

County Hall

Morpeth

NE61 2EF

**General Data Protection Regulation 2018 Privacy Statement**

Northumberland County Council is the sole owner of the information collected by us. The information collected will enable us to correctly process your request regarding a Community Right to Bid. We will not provide your personal information to any other external organisation or individual unless it is lawful to do so, e.g. the prevention and/or detection of crime; where sharing is covered by a data sharing agreement or Service Level Agreement (SLA); or where you have provided explicit consent to do so. However, we will need to share your information with certain departments of this Council where necessary for the Council’s law enforcement functions, e.g. licensing, planning enforcement, trading standards and food safety, etc. If this is the case we are not required to, and will not, seek your consent to do so. The Council’s Privacy Notice can be found on the Council’s website and at Customer Information Centres.