The purpose of Community Right to Bid legislation is to give communities a right to identify a property that is believed to be of value to their social interests or social wellbeing 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 wants to nominate a building you should complete the following form.

If you have any queries about filling in this form please contact:

Tony Kirsop

07917 266864

tony.kirsop@northumberland.gov.uk

|  |
| --- |
| Section 1: About the property to be nominated |
| Name of Property |  |
| Address of Property |  |
| Postcode |  |
| Property Owners Name |  |
|  |  |
| Postcode |  |
| Current Occupiers Name |  |

|  |
| --- |
| Section 2: About your Community Organisation |
| Name of Organisation |  |
| First Name: |  | Surname: |  |
| Position in Organisation |  |
| Email Address |  |
| Address |  |
| Postcode |  |
| Telephone: |  | Mobile: |  |

|  |
| --- |
| Section 3: What is your Organisation Type |
|  | Constituted Community/Voluntary Group |  | Parish/Town Council |
|  | Neighbourhood Forum |  | Un-constituted Community Group |
|  | Industrial & Provident Society |  | Community Interest Company |
|  | Company Limited by Guarantee |  | Charity |
| How many members do you have (this is particularly important for un-constituted community groups)? |

|  |
| --- |
| Section 4: Supporting Information for Nomination |
| Any information entered in this section may be copied and passed onto the owner of the property you are nominating.Why do you feel the property is an asset of community value? Please give as much information as possible. |

|  |
| --- |
| Section 5: Future Use |
| If you were successful in securing this property, what would your organisation use this building for? Please give as much information as possible.  |

|  |
| --- |
| Section 6: Boundary of Property |
| What do you consider to be the boundary of the property? Please give as much detail as possible (if possible, please include a plan).  |

|  |
| --- |
| Section 7. Attachment Checklist |
|  | Copy of group constitution (if you are a constituted group) |
|  | Name & home addresses of 21 members registered to vote in nomination area (if group is not constituted) |
|  | Site boundary plan (if possible) |

|  |
| --- |
| Section 8. Declaration |
| I confirm that I have the authority to submit this nomination on behalf of the relevant body and that to the best of my knowledge the information contained in the application is complete and accurate. |
| Signed |  |
| Position in the organisation |  |
| Dated |  |

Once completed please return the application form to:

Email: communityrighttobid@northumberland.gov.uk

Post:

Community Right To Bid

Economic & Inclusion Policy 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, eg 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, eg 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.