

**North East Derbyshire District Council
Community Right to Bid**

**Registration of Assets of Community Value
Nomination Form**

Please note that all sections of this form must be completed.

If you need assistance completing this form, please refer to the FAQs document.

SECTION 1: ABOUT YOUR COMMUNITY ORGANISATION

Name of Community Group:

Name of key contact person:

Address of the key contact:

Telephone Number:

Email address:

Is the Group: (Please mark with ✓ as appropriate)

a) An un-incorporated body	<input checked="" type="checkbox"/>
b) A charity	<input type="checkbox"/>
c) A company limited by guarantee	<input type="checkbox"/>
d) An industrial or provident society	<input type="checkbox"/>
e) A neighbourhood forum	<input type="checkbox"/>
f) A community interest company	<input type="checkbox"/>
g) A parish or town council	<input type="checkbox"/>

If your group is an un-incorporated body please attach a list of the names and addresses of 21 members registered as local electors in North East Derbyshire District or a neighbouring authority. [NB Please refer to the notice below on how the personal information supplied with this nomination will be used]

If not an un-incorporated body please provide written evidence of your status e.g. Group Constitution or charity number.

SECTION 2: ABOUT YOUR LOCAL CONNECTION

Please describe the nature of your local connection to the asset you are nominating.

SECTION 3: ABOUT THE ASSET YOU ARE NOMINATING

Title of the asset:

Address of the asset:

Name of owner of the asset:

Address of asset owner:

Telephone number of owner:

Email address of owner:

Name of current occupier
(if different from owner)

Address of occupier:

Telephone number of
occupier:

E-mail address of occupier:

Please give a description of the nominated asset and its proposed boundaries and attach a copy of a map highlighting the area covered by the asset you are nominating.

SECTION 4: REASON FOR NOMINATION

Please explain why your community group believes that the above named asset is an asset of community value and should be included on the register of assets of community value for North East Derbyshire.

Please Note: Any information entered into this section may be copied and passed onto the owner of the property you are nominating.

In your reply you should address the following questions:

1. Explain how the main use of the asset currently contributes to community value (see FAQs)
2. Has the main use of the asset in the recent past contributed to community value? Please explain how.
3. Explain how this asset could provide a realistic future contribution (in the next five years) to community value?

SECTION 5: ACCESSIBILITY

Please give details of how many people or what proportion of the community, and which particular sections of the community, currently use the asset for its main use or, if applicable, did so in the past.

If access to the asset is currently restricted in some way e.g. has no disabled access – please provide details.

SECTION 6: DECLARATION

I can confirm that to the best of my knowledge the information contained in this nomination form is complete and accurate.

Name:

Signature:

Date:

Please return your form to: The Governance Manager, North East Derbyshire District Council, District Council Offices, Mill Lane, Wingerworth, Chesterfield, S42 6NG.

Using your personal information

The personal data provided in this nomination will be used together with the any other details supplied to consider your nomination for listing an asset of community value. The lawful basis for the personal data processing is 'public task' under the General Data Protection Regulation (GDPR, Art 6.1) and underpinned by the provisions of the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012.

Your application in full (including the names and addresses of the members of an un-incorporated body registered as local electors in North East Derbyshire District or a neighbouring authority) may be shared with the owner, occupier or any other party with a legal interest in the nominated asset, and the relevant Parish Council. We only redact (blank out) personal contact details such as telephone number and email addresses and signatures.

The contact details of the nominator's key contact person may also be shared with the Council's Planning – Development Control department for the purpose of consultation in the case of the nominated asset being included on the list of assets of community value and a planning application is made in respect of that asset.

If the nomination is successful, it shall be retained for a period of 5 years, until the listing is removed.

If the nomination is unsuccessful, it shall be retained for a period of 1 year in order to respond to any queries in respect of the decision.

For more information on how we use personal information including your privacy rights please go to our privacy statement on our website:

www.ne-derbyshire.gov.uk