

## Agenda for a meeting of the Shipley Area Committee to be held on Wednesday, 28 June 2017 at 7.30 pm in Shipley Town Hall

### Members of the Committee – Councillors

CONSERVATIVE	LABOUR	GREEN
Heseltine Shaw Barker Davies Riaz Townend	Greenwood Ross-Shaw	Love

### Alternates:

CONSERVATIVE	LABOUR	GREEN
Cooke Ellis Pennington M Pollard D Smith Whiteley	Hinchcliffe	H Hussain Warnes

### Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

***Decisions on items marked \* are not Executive functions and may not be called in under Paragraph 8.7 of Part 3E of the Constitution.***

**From:**

**To:**

Parveen Akhtar

City Solicitor

Agenda Contact: Palbinder Sandhu

Phone: 01274 432269

E-Mail: [palbinder.sandhu@bradford.gov.uk](mailto:palbinder.sandhu@bradford.gov.uk)



## A. PROCEDURAL ITEMS

### 1. ALTERNATE MEMBERS (Standing Order 34)

The City Solicitor will report the names of alternate Members who are attending the meeting in place of appointed Members.

### 2. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

*Notes:*

- (1) *Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) *Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) *Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

### 3. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports



and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Palbinder Sandhu - 01274 432269)

#### **4. PUBLIC QUESTION TIME**

(Access to Information Procedure Rules – Part 3B of the Constitution)

To hear questions from electors within the District on any matter this is the responsibility of the Committee.

**Questions must be received in writing by the City Solicitor in Room 112, City Hall, Bradford, BD1 1HY, by mid-day on 26 June 2017.**

(Palbinder Sandhu - 01274 432269)

### **B. BUSINESS ITEMS**

#### **5. \*SHIPLEY AREA COMMITTEE AND SHIPLEY CONSTITUENCY AREA PARTNERS' ADVISORY GROUP (SCAPAG) ISSUES**

Up to a maximum of 15 minutes will be allowed for SCAPAG members to raise new items of information, questions, requests or suggestions that may have arisen within their organisation/neighbourhood and which are relevant to raise at the meeting.

Issues raised in accordance with the above must be received in writing by the Shipley Area Co-ordinator's Office in Shipley Town Hall, Shipley, BD18 3EJ, by mid-day on Monday 26 June 2017.

(Damian Fisher – 01274 437146)

#### **6. NOMINATION TO LIST PROPERTIES AS ASSETS OF COMMUNITY VALUE - MYRTLE PARK, BINGLEY TOWN HALL AND BINGLEY SWIMMING POOL** 1 - 40

The Council has received a nomination to list assets known as Myrtle Park, Bingley Town Hall and Bingley Swimming Pool as Assets of Community Value under the Localism Act 2011. The report of the

Strategic Director Corporate Services **Document “G”** considers whether the nominations and nominated assets meet the Asset of Community Value criteria set out in the Localism Act and contains a recommendation as to whether or not the nominations should be approved.

**Recommended –**

**That in accordance with Option 1 the nominations of the assets known as  
Myrtle Park  
Bingley Swimming Pool  
as Assets of Community Value is accepted.**

**and that –**

**Recommended –**

**That in accordance with Option 2 the nomination of the property known as Bingley Town Hall as an Asset of Community Value is rejected.**

(Corporate Overview and Scrutiny Committee) (Stephanie Moore – 01274 432256)

**7. NOMINATION TO LIST PROPERTIES ON JENNY LANE, BAILDON AS ASSETS OF COMMUNITY VALUE 41 - 80**

The Council has received nominations to list properties on Jenny Lane, Baildon known as -

1. The Wooded Area
2. The Playground
3. Rugby Ground South
4. Rugby Ground North

as Assets of Community Value under the Localism Act 2011. The report of the Strategic Director Corporate Services **Document “H”** considers whether the nominations and nominated assets meet the Asset of Community Value criteria set out in the Localism Act and contains recommendations as to whether or not the nominations should be approved.

**Recommended –**

**That in accordance with Option 1 the nominations of the properties known as -**

**The Wooded Area  
The Playground**



**Rugby Ground South  
Rugby Ground North**

**Jenny Lane, Baildon as Assets of Community Value are  
accepted.**

(Corporate Overview and Scrutiny Committee) (Stephanie Moore –  
01274 432256)

THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER



This page is intentionally left blank

## **Report of the Strategic Director of Corporate Services to the meeting of Shipley Area Committee to be held on to be held on 28<sup>th</sup> June 2017 at 7.30pm at Shipley Town Hall**

### **G**

---

#### **Subject:**

**Nomination to list properties as Assets of Community Value –**

- 1. Myrtle Park**
- 2. Bingley Town Hall**
- 3. Bingley Swimming Pool**

#### **Summary statement:**

**The Council has received a nomination to list assets known as -**

- 1. Myrtle Park**
- 2. Bingley Town Hall**
- 3. Bingley Swimming Pool**

**as Assets of Community Value under the Localism Act 2011. This report considers whether the nominations and nominated assets meet the Asset of Community Value criteria set out in the Localism Act and contains a recommendation as to whether or not the nominations should be approved.**

---

#### **Portfolio:**

Stuart McKinnon-Evans  
Strategic Director of Corporate  
Services

Report Contact: Stephanie Moore,  
Estate Manager  
Phone: (01274) 432256  
E-mail: [steph.moore@bradford.gov.uk](mailto:steph.moore@bradford.gov.uk)

#### **Overview & Scrutiny Area:**



## **1. SUMMARY**

1.1 The Council has received nominations to list assets known as -

1. Myrtle Park
2. Bingley Town Hall
3. Bingley Swimming Pool

as Assets of Community Value under the Localism Act 2011. This report considers whether the nominations and nominated assets meet the Asset of Community Value Criteria set out in the Localism Act and contains recommendations as to whether or not the nominations should be approved.

## **2. BACKGROUND**

2.1 The Community Right to Bid provisions of the Localism Act 2011 came into effect on 21<sup>st</sup> September 2012. The purpose of the provisions is to allow communities time to prepare bids for land and property assessed as being of benefit to the community when those assets come up for disposal.

## **3. OTHER CONSIDERATIONS**

3.1 The Community Right to Bid provisions of the Localism Act 2011 came into effect on 21<sup>st</sup> September 2012. The purpose of the provisions is to allow communities time to prepare bids for land and property assessed as being of benefit to the community when those assets come up for disposal.

### **3.2 The Community Right to Bid**

3.2.1 Local community groups and parish councils are able to nominate privately and publicly owned land and property for inclusion on a list of assets of community value. The list is maintained by CBMDC which is also responsible for managing the process for determining whether a nomination of a property as an asset of community value is successful. At its meeting of 6<sup>th</sup> November 2012 the Executive resolved that the determination of nominations be devolved to Area Committee.

3.2.2 The listing of land or property as an Asset of Community Value has the effect of preventing owners from disposing of their listed property without first notifying the Council of their intention to sell. The notification of intention to sell triggers a six week moratorium on disposal during which local community groups and parish councils are able to express an interest in bidding for the property. If no expressions of interest are received the owner is free to dispose of his property at the end of the six week period. If an expression of interest is received the initial six week moratorium extends to six months to allow community groups and parish councils to prepare to bid for the property or to negotiate with the property owner. At the end of the six month period the property is removed from the list and the owner is able to sell the property to who ever he wants and by whatever means he wishes.





### 3.2.3 The Community Right to Bid provisions **do not** :

- Give community groups or parish councils a right of first refusal when listed land and buildings come up for sale.
- Give community groups or a parish council the right to purchase land and property listed as assets of community value at a reduced price i.e. less than market value.
- Compel a property owner to sell to a community group or parish council. Once the procedures set out in the Act are complied with property owners are free to sell their property to whomever they wish.
- Restrict how a property owner can use their property.

### 3.3 Definition of an Asset of Community Value

3.3.1 The Act provides that land or property falls within the definition of asset of community value where its current primary use furthers the social wellbeing or social interests of the local community, **and** where it is realistic to think that this use will continue. Social interests include culture, recreation and sport. A property will also qualify when its main use in the recent past meets the definition, **and** it is realistic to think that its use may again fall within the definition within the next five years (whether or not in the same way as before).

3.3.2 Social interests include a) cultural interests; b) recreational interests; c) sporting interests. Wellbeing is the things that people value in their life that contributes to them reaching their potential (economic, social or environmental).

3.3.3 The Act sets out details of certain types of land and property which are exempt from the Community Right to Bid provisions.

### 3.4 Who can nominate an asset to be listed

3.4.1 Nominations to list an asset as being of community value can be made by;

- A local voluntary or community group that is [incorporated](#) – this means it has a separate legal status from its members
- A local voluntary or community group that is [not incorporated](#) but has at least 21 members who appear on the electoral roll within CBMDC or a neighbouring authority.
- A parish council
- Neighboring parish councils – if a parish council borders an unparished area it may nominate asset within that area.
- Community interest groups with a local connection which has one of the following structures:

a) A charity



- b) A community interest company
- c) A company limited by guarantee that is non profit distributing
- d) An industrial provident society that is non profit distributing.

For a local group to be able to nominate it must be able to demonstrate that its activities are wholly or partly concerned with the local authority area within which the asset is located or with a neighbouring authority (which shares a boundary with Bradford).

### 3.5 The Nomination

3.5.1 The nomination applications are included at Appendix 1.

3.5.2 Officers have assessed the nominations and have found that :

Criteria	Finding	Comment	Criteria met?
The nominator eligible to nominate Assets of Community Value?	Yes	Bingley Town Council	Yes
Are the nominated assets exempt from listing?  Myrtle Park Bingley Town Hall Bingley Swimming Pool	No Yes No	The Town Hall is used by the Council for offices and is therefore an operational building	Yes No Yes
The land and buildings are used (and in the past 5 years) to further the social well-being and social interests of the local community (as defined by the Localism Act 2011) and this use is not ancillary. Myrtle Park Bingley Town Hall Bingley Swimming Pool	Yes No Yes	Myrtle Park and the Swimming Pool have been in community use for many years. The Town Hall has been in operational use as offices in excess of 50 years	Yes No Yes
It is realistic to think that the assets will continue to be used in a way which will further the social well-being and social interests of the community within the next 5 years? Myrtle Park Bingley Town Hall Bingley Swimming Pool	Yes No Yes	There is no reason to think that the use of any of the assets will change in the next 5 years.	Yes No Yes



3.5.3 Accordingly, Council's Officers have assessed that the criteria for listing have been met and recommend that Myrtle Park and Bingley Swimming Pool are listed as Assets of Community Value and that Bingley Town Hall is not listed as an Asset of Community Value.

#### **4. OTHER CONSIDERATIONS**

4.1 Property owners (but not occupiers) may appeal against the Council's decision to list their property as an asset of community value. In the first instance the property owner should ask the Council to review its decision. If the Council upholds its decision to list, the owner may appeal to the First Tier Tribunal.

4.2 There is no provision within the Act for nominators to challenge a decision not to list a property or decision to remove a property from the list following a review. However, the Council will be required to provide nominators with reasons why their application is unsuccessful or why a property has been removed from the list.

4.3 As mentioned at 3.2.3 above the listing of land or property as an Asset of Community Value does not prevent a land owner from changing the use of the listed asset. The Act provides that a listed asset can be removed from the list if the nature of the asset changes so that it is unrealistic to expect it to be used for social, sporting, environmental benefits in the near future. An example of substantial change would be the progression of development works.

4.4 The listing of an asset is not retrospective and has no effect on binding agreements for sale already in place at the date of listing.

#### **5. FINANCIAL & RESOURCE APPRAISAL**

A property owner has a right to compensation for losses incurred as a result of listing.

#### **6. RISK MANAGEMENT AND GOVERNANCE ISSUES**

None

#### **7. LEGAL APPRAISAL**

Land or property may only be listed as an Asset of Community Value where it meets the criteria and definitions set out in the Localism Act 2011.

Property owners may appeal against the decision to list their property as an Asset of Community Value. In the first instance the decision to list the property will be subject to internal review within the council. If the council upholds the decision to list, the owner may appeal to the First Tier Tribunal.

#### **8. OTHER IMPLICATIONS**

##### **8.1 EQUALITY & DIVERSITY**



None

## **8.2 SUSTAINABILITY IMPLICATIONS**

None

## **8.3 GREENHOUSE GAS EMISSIONS IMPACTS**

None

## **8.4 COMMUNITY SAFETY IMPLICATIONS**

None

## **8.5 HUMAN RIGHTS ACT**

None

## **8.6 TRADE UNION**

None

## **8.7 WARD IMPLICATIONS**

None

## **8.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)**

None

## **9. NOT FOR PUBLICATION DOCUMENTS**

None.

## **10. OPTIONS**

10.1 **Option 1:** Accept the nomination on the grounds that it meets the criteria and definition of an Asset of Community Value as set out in the Localism Act 2011.

10.2 **Option 2:** Reject the nomination on the grounds that it does not meet the criteria and definition of an Asset of Community Value as set out in the Localism Act 2011.

10.3 Option 1 is the preferred option for Myrtle Park and Bingley Swimming Pool as the nominated assets do meet the criteria for listing set out in the Act.

10.4 Option 2 is the preferred option for Bingley Town Hall as the asset nominated asset does not meet the criteria for listing set out in the Act.



## **11. RECOMMENDATIONS**

Recommended -

That in accordance with Option 1 the nominations of the assets known

Myrtle Park  
Bingley Swimming Pool

as Assets of Community Value is accepted.

And that –

Recommended –

That in accordance with Option 2 the nomination of the property known as Bingley Town Hall as an Asset of Community Value is rejected.

## **12. APPENDICES**

Appendix 1 - Nomination forms and Plans

## **13. BACKGROUND DOCUMENTS**

Report to the Executive meeting of 6<sup>th</sup> November 2012; The Localism Act 2011 – The Community Right to Bid.



This page is intentionally left blank

ACV0053

# **The Localism Act 2011 Community Right to Bid**

## **Application to Nominate Assets of Community value**

You will need to complete this application form if you wish to nominate an asset of community value for listing. The responses to the questions in your application will enable the Council to reach a decision about your nomination. In the event that the information you supply is insufficient to make a decision, your application will be rejected.

Before completing this application **please read** the information about the Assets of Community Value provisions available on the Council website at [http://www.bradford.gov.uk/bmdc/leisure\\_and\\_culture/parks\\_and\\_open\\_spaces/assets\\_of\\_community\\_value](http://www.bradford.gov.uk/bmdc/leisure_and_culture/parks_and_open_spaces/assets_of_community_value)

This information will help you to better understand whether the asset you propose to nominate meets with the definition of an 'asset of community value'. It also provides additional information about your rights to nominate and bid for assets as well as the rights of asset owners.

Your completed application should be sent to:

Assets of Community Value  
The Operational Estate Manager  
Estate Management  
City of Bradford Metropolitan District Council  
7<sup>th</sup> Floor Jacobs Well  
Bradford  
BD1 5RW

For information, the table below summarises the 'assets of community value' nominating and bidding process in four simple stages.

#### **Stage one: Identify an asset for nomination**

If an eligible community or voluntary group thinks that a local asset meets the definition of an 'asset of community value' they can fill in an application form and ask the Council to list the property as an 'asset of community value'. If the nomination meets the relevant criteria and is approved by the Council, the asset will be included on the list. A list will also be compiled for any unsuccessful nominations that do not meet the criteria.

#### **Stage 2: The owner wants to sell their asset**

If the owner wants to sell their asset they must notify the Council, which will then notify the community group that nominated the asset and publicise the proposed sale to the wider community. If within six weeks of informing the Council of their intention to sell their asset an eligible community interest group does not come forward, the owner is free to sell their asset for a period of eighteen months from the date that they notified the Council of their intention to sell the asset.

#### **Step 3: A designated community group wants to bid for the asset**

If an eligible community interest group *does* express an interest in bidding for the asset, this group or groups will be granted extra time to prepare a business plan and gather the finance needed to purchase the asset. All in all, the time-frame for groups to put together their bids is six months starting from the time the asset owner informs the Council of their intention to sell the asset.

#### **Step 4: The point at which the asset is to be sold**

The six month window of opportunity is only for eligible community interest groups to put their business plans together and gather necessary funding. Once the six month window has expired, the asset owner is free to sell their property to who they want. They are under no obligation to sell the asset to any eligible community interest group or groups who bid to purchase the asset.





**Nomination Form**

Ref.....  
(for Council use)

**Section 1: About You**

<b>Title</b>	Mrs
<b>First Name</b>	
<b>Surname</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Telephone number</b>	(
<b>Email address</b>	te
<b>Your relationship to the nominating organisation</b>	F

**Section 2: About your Organisation**

Please provide evidence that you are eligible to make a nomination. See the Appendix for information about who can nominate.

<b>2.1 Name of organisation</b>	Bingley Town Council	
<b>2.2 Organisation type</b>	<b>Place a cross against all those that apply</b>	<b>Registration number of charity and/or company (if applicable)</b>
Neighbourhood forum		
Parish Council	x	
Charity		
Community interest company		
Unincorporated body		



Company limited by guarantee		
Industrial and provident society		
<p><b>2.3 Number of members registered to vote locally (unincorporated bodies)</b>  In the case of an unincorporated body, at least 21 of its individual members must be registered to vote locally. If relevant, please confirm the number of such members and provide the names and addresses of 21 members registered to vote locally. If they are registered to vote in the area of a neighbouring local authority, rather than in Bradford District, please confirm which area that is.</p>		
<p><b>2.5 Local connection</b>  Your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Bradford Council or a neighbouring local authority. In some cases this will be obvious, e.g. an organisation whose activities are confined to the city. If it is not obvious, please explain what your organisation's local connection is.</p> <p>Bingley Town Council is one of 19 town, parish or community councils within City of Bradford Metropolitan District.</p>		
<p><b>2.6 Distribution of surplus funds (applicable to certain types of organisations only)</b>  If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (i.e. within the administrative area of Bradford or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.</p>		
<p><b>2.7 More about your organisation</b>  What are the main aims and activities of your organisation?</p> <p>To represent the residents of the parish of Bingley, which includes Bingley, Cottingley, Crossflatts, Eldwick, Gilstead and Micklethwaite and work to benefit the community.</p> <p>If your organisation isn't a registered charity or company please provide evidence of its status such as trust deed, Articles of Association, constitution where appropriate.</p>		
<p><b>3. Details of the land or building(s) that you are nominating.</b></p>		

Please provide information which helps to clarify the exact location and extent of the asset being nominated. This could include:

- Where the land is registered, the Land Registry Title Information document and map with boundaries clearly marked in red (less than one month old). Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.
- A written description with ordinance survey location, and explaining where the boundaries lie, the approximate size and location of any building/s on the land and details of any roads bordering the site.

***If the boundary is not clearly defined you may be required to submit further evidence prior to your nomination application being accepted.***

- A drawing or sketch map with boundaries clearly marked in red – websites which might help you in plotting boundaries include: <http://maps.google.co.uk>

<p><b>Name of the asset</b></p>	<p><b>Bingley Myrtle Park (encompassing Bingley Town Hall and Princess Hall (swimming pool) which are the subjects of separate nominations as assets of community value) including buildings within the park and part of the former Bradford and Bingley Building Society site.</b></p>
<p><b>Address or location of the asset</b></p>	<p><b>Myrtle Park, Bingley, BD16 2LQ</b>          - All contained within title number WYK 908791 ,          Ordnance Survey reference SE1038NE including          WYK924356</p>
<p><b>Description of the asset and its boundaries</b></p>	<p>The asset covers a large area of land called Myrtle Park and part of the site on which the Bradford and Bingley Building Society stood. All this is contained within one title, according to the Land Registry.</p> <p>Myrtle Park is a large and beautiful park comprising grassed areas, mature trees, flower beds, a cenotaph, a two playgrounds, two bowling greens, tennis courts and hard surfaced ball games area, paths and tracks, a café and linked buildings, an aviary and pet area for rabbits and guinea pigs, a bandstand, many benches and several stone buildings. It is flanked on two sides by the River Aire and by Victorian housing and an elderly people's development and the former Bradford and Bingley Building Society site, recently sold by Sainsburys/Ramheath Properties to Lidl. The proposed asset of community value also includes the access road and car parking outside Bingley Town Hall, a road known as Thift Way, Myrtle Gove and part of Myrtle Place.</p> <p>The park, bought in 1909 by Bingley Urban District Council, was transferred in the 1970s under local government reorganisation to City of Bradford Metropolitan District Council. As such, the Land Registry title plan indicates that the park is part of the same title as Bingley Town Hall and Bingley Swimming Pool.</p> <p>Within this title is a second area WYK924346 which lies on the park boundary.</p>

#### 4. Owners and others with an interest in the building or land

Please supply the following information. If any information is not known to you please say so.

**Current owner's name and address (if known)**

WYK908791: City of Bradford Metropolitan District Council  
Bradford City Park, City Hall, Centenary Square, Bradford  
BD1 1HY  
WYK924356: registered as owned by Ramheath  
Properties Ltd, 33 Holborn London EC1N 2HT but  
recently sold to Lidl, Aycliffe Business Park, Newton  
Aycliffe, County Durham, DL5 6BA.

**Current leaseholder(s) name and address**

**Names and addresses of all current occupants of the land**

**Employees of CBMDC**

#### 5. Reasons for nomination ; Why you think the land or building is of community value

*Please note that the following are not able to be assets of community value:-*

- *A building wholly used as a residence, together with land "connected with" that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.*
- *A caravan site.*
- *Operational land. This is generally land belonging to the former utilities and other statutory operators.*

Bingley Myrtle Park has been enjoyed by the community for over a century. It provides leisure and recreation facilities as well as serving as the venue for Bingley Show and other major events.

Therefore, this amenity falls within the definition of an asset of community value as explained on the CBMDC website:

<https://www.bradford.gov.uk/your-community/community-assets/assets-of-community-value-further-explanation>

**5.1 Does the use of the asset currently further the social wellbeing or social interests\* of the local community, or has it done so in the recent past? If so, how?**

*\* These could be cultural, recreational and/or sporting interests – please say which one(s) apply.*

Bingley Myrtle park provides plenty of opportunities to further the social wellbeing of the community as a place where people can meet, exercise and socialise. There is a playground for children, bowling greens, tennis courts, plenty of grass and paths, seats, a café and large playing field which are used for events such as Bingley Show and Bingley Music Live. The park is also the location of the cenotaph where a Remembrance Day commemoration takes places every November.

**5.2 How could the building or land be acquired and used in future?**

*If it is listed as an asset of community value, community interest groups (not limited to your organisation) will get the opportunity to bid for it if it comes up for sale. Please set out how you think such a group could fund the purchase of the building or land, and how they could run it for the benefit of the community.*

There are a variety of different funding models that could be investigated, depending on the type of organisation which might bid for the asset and the legal governance structure which is put in place to fund any purchase. Possible funding models include donations from benefactors, loans, fund-raising and crowd-funding. In addition, the park itself could be used to generate funding to repay any capital costs and finance ongoing running and maintenance costs.

**6. Submitting your nomination**

**6.1 What to include**

- Your organisation's constitution, Articles of Association or Trust Deed (section 2.7)
- Your sketch plan of the asset that you are nominating (section 3). (Land Registry Official copy of the title plan is enclosed).

**6.2 Signature**

By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.

Signature..

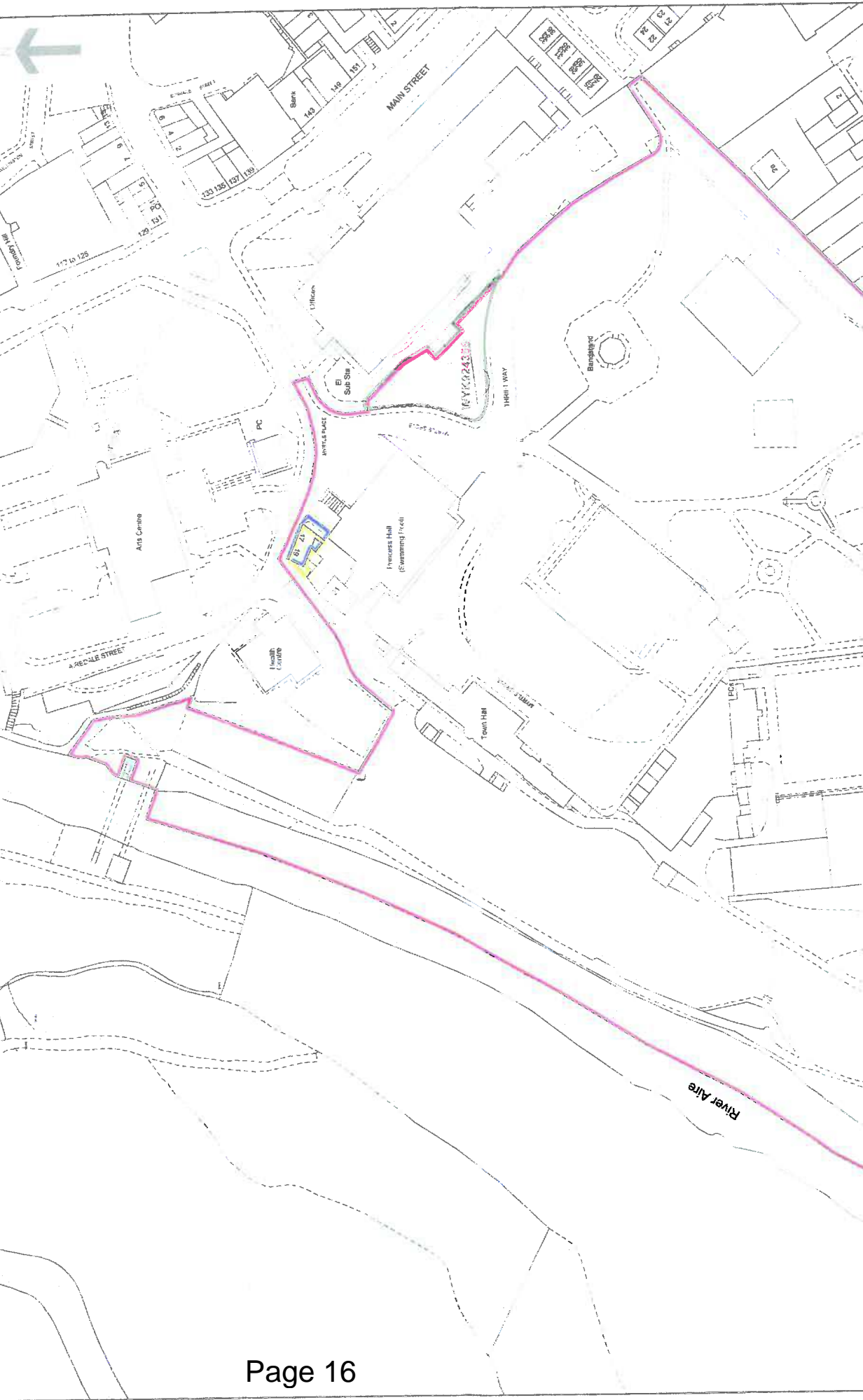
Date.....

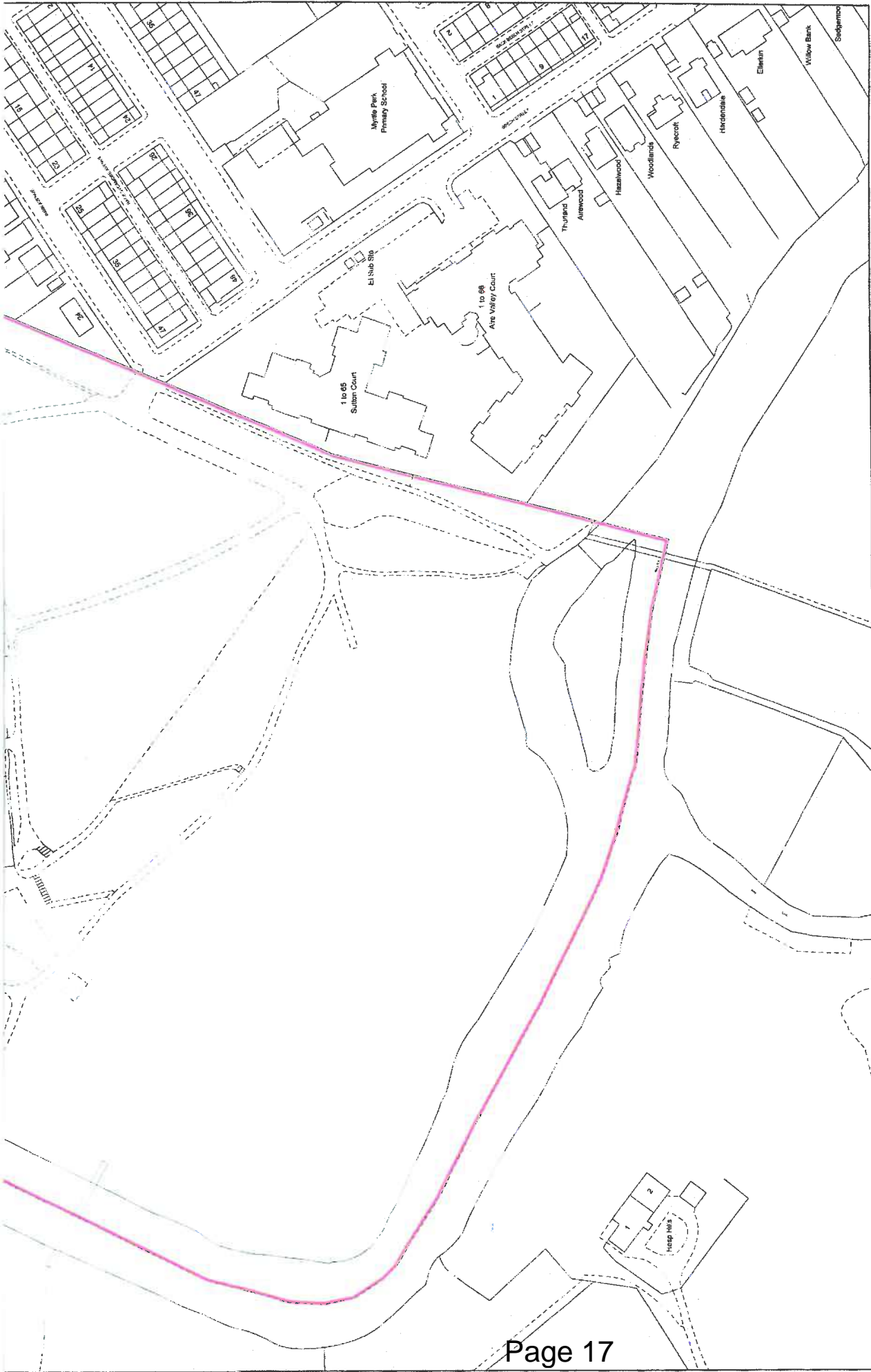


Title number **WYK908791**  
Ordnance Survey map reference **SE1038NE**  
Scale **1:1250** enlarged from 1:2500  
Administrative area **West Yorkshire: Bradford**

Land Registry  
Official copy of  
title plan

© Crown Copyright. Produced by Land Registry. Reproduction in whole or in part is prohibited without the prior written permission of Ordnance Survey. Licence Number 100028316.



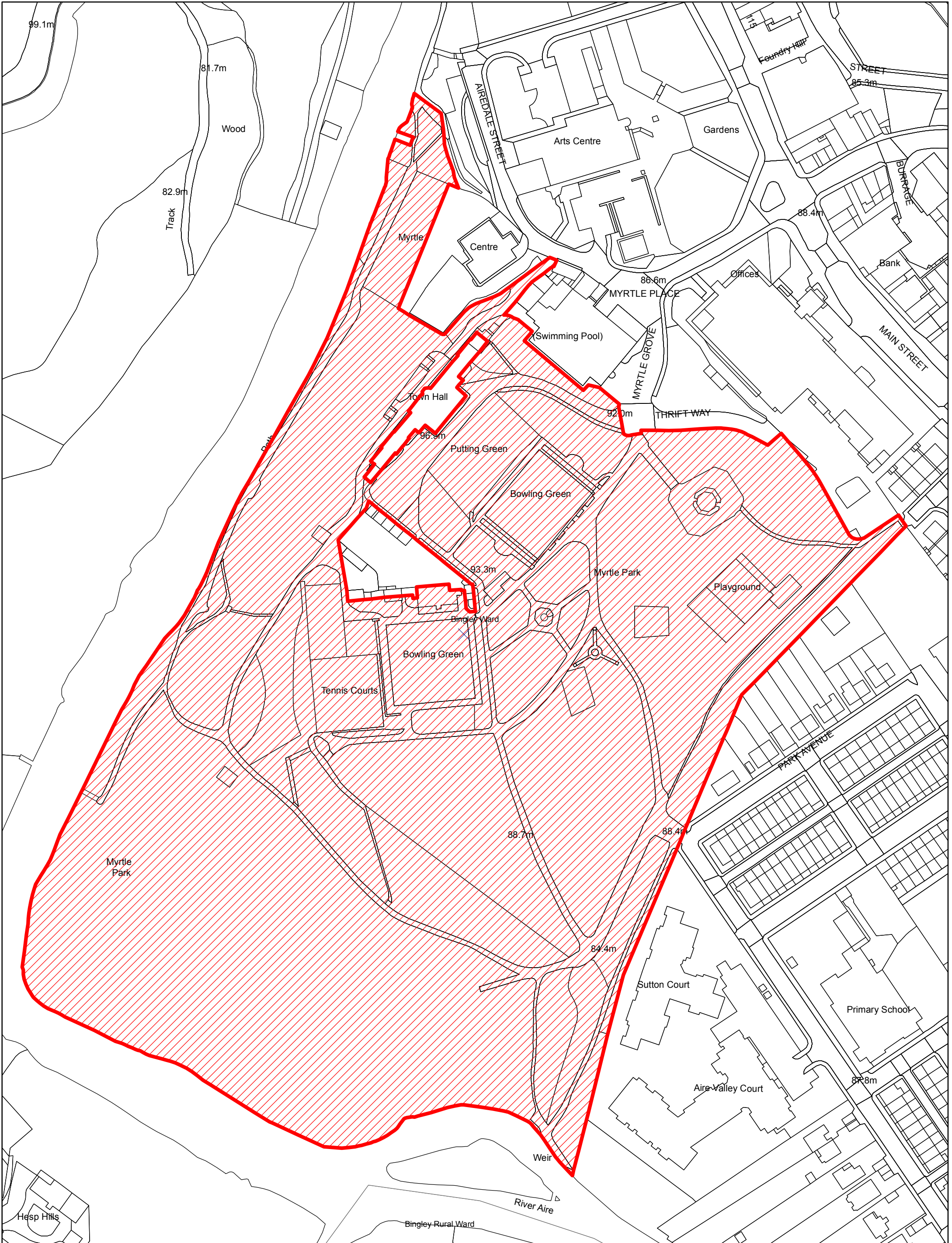


This official copy issued on 12 October 2016 shows the state of this title plan on 11 October 2016 at 16:17:19. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002). This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. This title is dealt with by Land Registry, Wales Office.

This page is intentionally left blank



# ACV 0053 - Myrtle Park



Scale at A3  
1:1,500



This page is intentionally left blank

AVG054

# The Localism Act 2011 Community Right to Bid

## Application to Nominate Assets of Community value



You will need to complete this application form if you wish to nominate an asset of community value for listing. The responses to the questions in your application will enable the Council to reach a decision about your nomination. In the event that the information you supply is insufficient to make a decision, your application will be rejected.

Before completing this application **please read** the information about the Assets of Community Value provisions available on the Council website at [http://www.bradford.gov.uk/bmdc/leisure\\_and\\_culture/parks\\_and\\_open\\_spaces/assets\\_of\\_community\\_value](http://www.bradford.gov.uk/bmdc/leisure_and_culture/parks_and_open_spaces/assets_of_community_value)

This information will help you to better understand whether the asset you propose to nominate meets with the definition of an 'asset of community value'. It also provides additional information about your rights to nominate and bid for assets as well as the rights of asset owners.

Your completed application should be sent to:

Assets of Community Value  
The Operational Estate Manager  
Estate Management  
City of Bradford Metropolitan District Council  
7<sup>th</sup> Floor Jacobs Well  
Bradford  
BD1 5RW

For information, the table below summarises the 'assets of community value' nominating and bidding process in four simple stages.

**Stage one: Identify an asset for nomination**

If an eligible community or voluntary group thinks that a local asset meets the definition of an 'asset of community value' they can fill in an application form and ask the Council to list the property as an 'asset of community value'. If the nomination meets the relevant criteria and is approved by the Council, the asset will be included on the list. A list will also be compiled for any unsuccessful nominations that do not meet the criteria.

**Stage 2: The owner wants to sell their asset**

If the owner wants to sell their asset they must notify the Council, which will then notify the community group that nominated the asset and publicise the proposed sale to the wider community. If within six weeks of informing the Council of their intention to sell their asset an eligible community interest group does not come forward, the owner is free to sell their asset for a period of eighteen months from the date that they notified the Council of their intention to sell the asset.

**Step 3: A designated community group wants to bid for the asset**

If an eligible community interest group *does* express an interest in bidding for the asset, this group or groups will be granted extra time to prepare a business plan and gather the finance needed to purchase the asset. All in all, the time-frame for groups to put together their bids is six months starting from the time the asset owner informs the Council of their intention to sell the asset.

**Step 4: The point at which the asset is to be sold**

The six month window of opportunity is only for eligible community interest groups to put their business plans together and gather necessary funding. Once the six month window has expired, the asset owner is free to sell their property to who they want. They are under no obligation to sell the asset to any eligible community interest group or groups who bid to purchase the asset.

**Nomination Form**

<b>Section 1: About You</b>	
Title	
First Name	
Surname	
Address	
Postcode	
Telephone number	
Email address	
Your relationship to the nominating organisation	

**Section 2: About your Organisation**  
 Please provide evidence that you are eligible to make a nomination. See the Appendix for information about who can nominate.

<b>2.1 Name of organisation</b>	Bingley Town Council	
<b>2.2 Organisation type</b>	<b>Place a cross against all those that apply</b>	<b>Registration number of charity and/or company (if applicable)</b>
Neighbourhood forum		
Parish Council	x	
Charity		
Community interest company		
Unincorporated body		

Company limited by guarantee		
Industrial and provident society		
<p><b>2.3 Number of members registered to vote locally</b> (unincorporated bodies)          In the case of an unincorporated body, at least 21 of its individual members must be registered to vote locally. If relevant, please confirm the number of such members and provide the names and addresses of 21 members registered to vote locally. If they are registered to vote in the area of a neighbouring local authority, rather than in Bradford District, please confirm which area that is.</p>		
<p><b>2.5 Local connection</b>          Your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Bradford Council or a neighbouring local authority. In some cases this will be obvious, e.g. an organisation whose activities are confined to the city. If it is not obvious, please explain what your organisation's local connection is.</p> <p>Bingley Town Council is one of 19 town, parish or community councils within City of Bradford Metropolitan District.</p>		
<p><b>2.6 Distribution of surplus funds</b> (<i>applicable to certain types of organisations only</i>)          If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (i.e. within the administrative area of Bradford or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.</p>		
<p><b>2.7 More about your organisation</b>          What are the main aims and activities of your organisation?</p> <p>To represent the residents of the parish of Bingley, which includes Bingley, Cottingley, Crossflatts, Eldwick, Gilstead and Micklethwaite and work to benefit the community.</p> <p>If your organisation isn't a registered charity or company please provide evidence of its status such as trust deed, Articles of Association, constitution where appropriate.</p>		
<p><b>3. Details of the land or building(s) that you are nominating.</b></p>		

Please provide information which helps to clarify the exact location and extent of the asset being nominated. This could include:

- Where the land is registered, the Land Registry Title Information document and map with boundaries clearly marked in red (less than one month old). Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.
- A written description with ordinance survey location, and explaining where the boundaries lie, the approximate size and location of any building/s on the land and details of any roads bordering the site.

***If the boundary is not clearly defined you may be required to submit further evidence prior to your nomination application being accepted.***

- A drawing or sketch map with boundaries clearly marked in red – websites which might help you in plotting boundaries include: <http://maps.google.co.uk>

<b>Name of the asset</b>	<b>Bingley Town Hall</b>
<b>Address or location of the asset</b>	<b>Myrtle Park, Bingley, BD16 2LQ</b>
<b>Description of the asset and its boundaries</b>	Bingley Town Hall is a traditional, stone building comprising a central two storey block with added side wings and pitched and parapet roofs. It also has external ornamental stone features. It dates from the 19 <sup>th</sup> century and was formerly known as Myrtle Grove. It was bought by Bingley Urban District Council in 1908, along with Myrtle Park and Myrtle Place. In the 1920s it became the base for BUDC and was then known as the Town Hall. In the 1970s, as part of local government re-organisation, Bingley Town Hall became the property of City of Bradford Metropolitan District Council and it is today used as premises for council staff. Internally, the building has many rooms. The hall houses a fine, wood panelled meeting chamber, original Victorian flooring and other original features. The Town Hall sits within Myrtle Park so, although it is approached by a narrow road and has a tarmac car park at its front, it is surrounded by trees or parkland on all sides. (Myrtle Park is subject of a separate application for it to become and asset of community value.)

**4. Owners and others with an interest in the building or land**

Please supply the following information. If any information is not known to you please say so.

<b>Current owner's name and address (if known)</b>	<b>City of Bradford Metropolitan District Council Bradford City Park, City Hall, Centenary Square, Bradford BD1 1HY</b>
<b>Current leaseholder(s) name and address</b>	

<b>Names and addresses of all current occupants of the land</b>	<b>Employees of CBMDC</b>

**5. Reasons for nomination ; Why you think the land or building is of community value**

*Please note that the following are not able to be assets of community value:-*

- *A building wholly used as a residence, together with land “connected with” that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.*
- *A caravan site.*
- *Operational land. This is generally land belonging to the former utilities and other statutory operators.*

Bingley Town Hall is a beautiful and historic building situated in park land. It was bought by Bingley Urban District Council in 1908 and, as a base for BUDC and later CBMDC employees, it has served the local community for over 100 years. Therefore, both in the past and at present, its primary use has been and continues to be the furthering of the social wellbeing and social interests of the local community. Although CBMDC has expressed a wish, in the past two years, to sell the building, it is reasonable to believe that its continued purpose is to further the social wellbeing or social interests of the community. Therefore, this building falls within the definition of an asset of community value as explained on the CBMDC website:  
<https://www.bradford.gov.uk/your-community/community-assets/assets-of-community-value-further-explanation>

**5.1 Does the use of the asset currently further the social wellbeing or social interests\* of the local community, or has it done so in the recent past? If so, how?**  
*\* These could be cultural, recreational and/or sporting interests – please say which one(s) apply.*

The asset is currently used by CBMDC’s Adult Services department which furthers the social wellbeing and interests of the local community. Prior to this, the building housed the main offices for Bingley Urban District Council which also had a remit, as a local authority, to further the social wellbeing and interests of the local community.

**5.2 How could the building or land be acquired and used in future?**

*If it is listed as an asset of community value, community interest groups (not limited to your organisation) will get the opportunity to bid for it if it comes up for sale. Please set out how you think such a group could fund the purchase of the building or land, and how they could run it for the benefit of the community.*

There are a variety of different funding models that could be investigated, depending on the type of organisation which might bid for the asset and the legal governance structure which is put in place to fund any purchase. Possible funding models include donations from benefactors, loans, fund-raising and crowd-funding. In addition, the building itself could be used to generate funding to repay any capital costs and finance ongoing running and maintenance costs.



The Town Hall could serve a variety of purposes: offices for Bingley Town Council, offices for commercial businesses/business hub, community centre and space, a school or other educational establishment, possible conversion of part of the building into accommodation for local residents.

## 6. Submitting your nomination

### 6.1 What to include

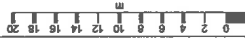
- Your organisation's constitution, Articles of Association or Trust Deed (section 2.7)
- Your sketch plan of the asset that you are nominating (section 3). (OS map from Blackwell's mapping services attached.)

### 6.2 Signature

By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.

Signature..

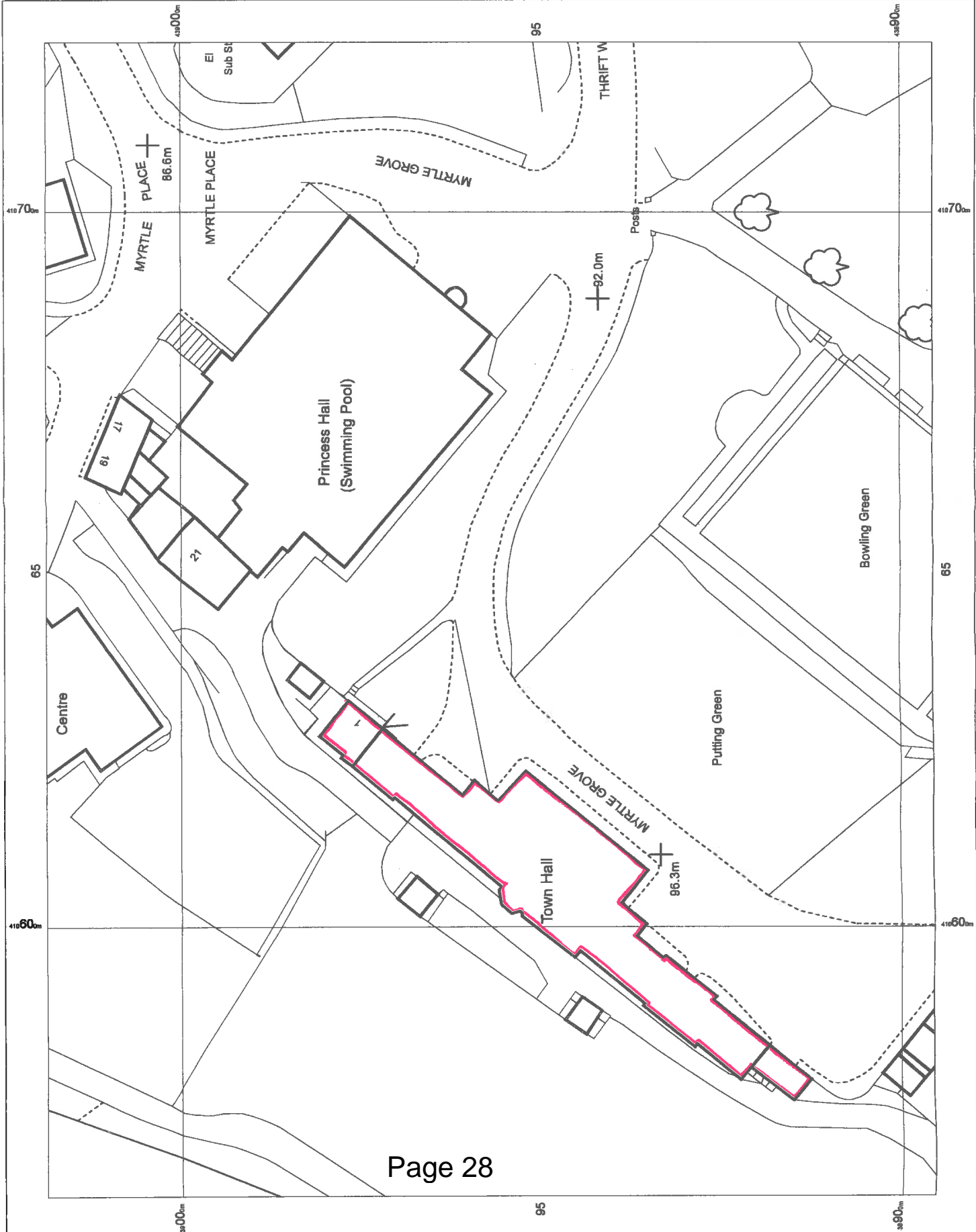
Date.....



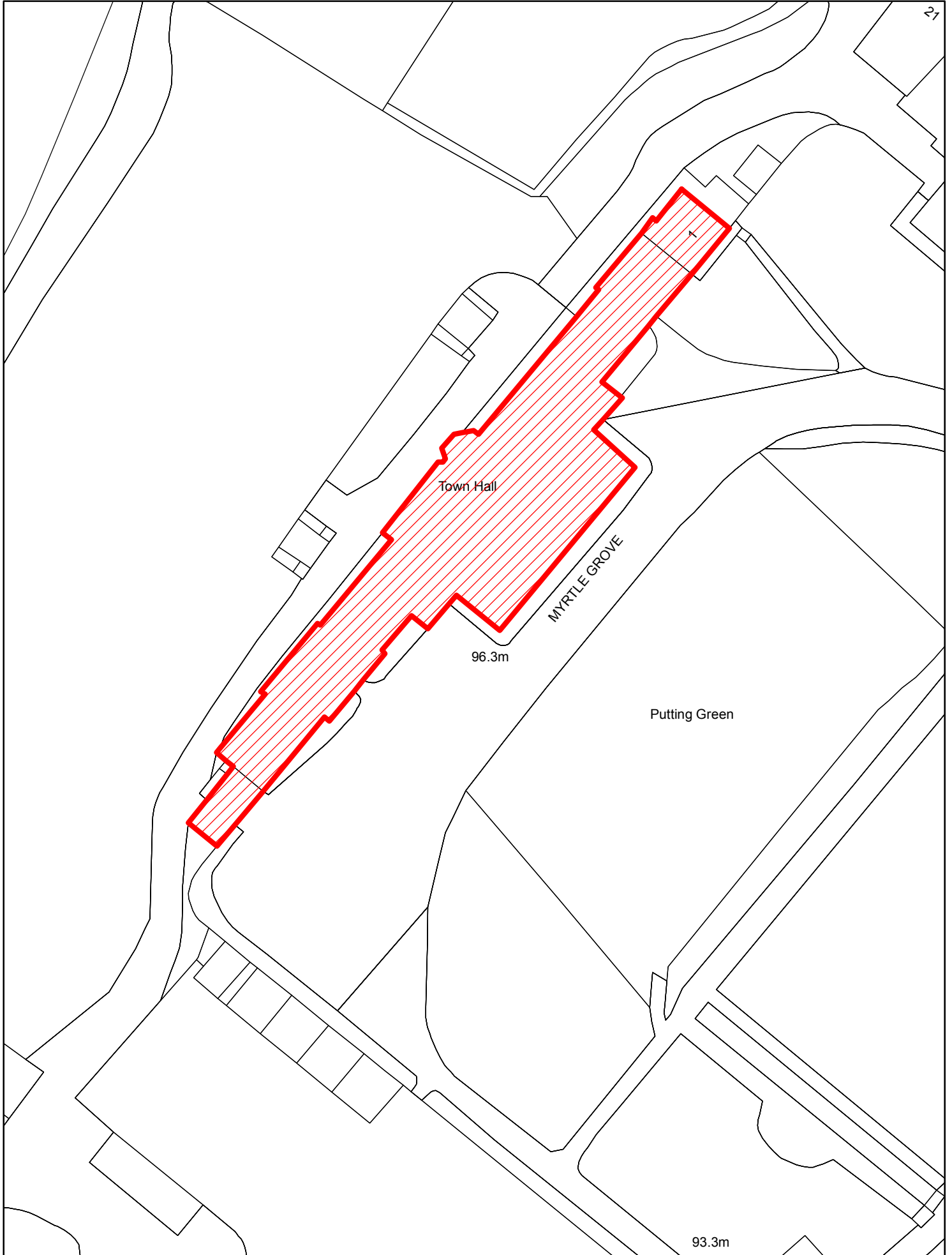
OS MasterMap 1250/2500/10000 scale  
06 October 2016, ID: BW1-00566212  
www.blackwellmapping.co.uk  
1:500 scale print at A3, Centre: 410643 E, 438957 N  
©Crown Copyright and database rights 2016 OS 100019980



**BLACKWELL'S**  
www.blackwellmapping.co.uk  
TEL: 0113 245 2623  
mapa.fees@blackwell.co.uk



# ACV 0054 - Bingley Town Hall



27

Scale at A4

1:500

Page 29  
Date: 27/01/2017

© Crown copyright and database rights 2015 Ordnance Survey 0100019304



This page is intentionally left blank

Asset  
Management

No. .... 19054  
25 JAN 2017

Passed to... AA

File.....



ACV0055

## The Localism Act 2011 Community Right to Bid

### Application to Nominate Assets of Community value



You will need to complete this application form if you wish to nominate an asset of community value for listing. The responses to the questions in your application will enable the Council to reach a decision about your nomination. In the event that the information you supply is insufficient to make a decision, your application will be rejected.

Before completing this application **please read** the information about the Assets of Community Value provisions available on the Council website at [http://www.bradford.gov.uk/bmdc/leisure and culture/parks and open spaces/assets of community value](http://www.bradford.gov.uk/bmdc/leisure%20and%20culture/parks%20and%20open%20spaces/assets%20of%20community%20value)

This information will help you to better understand whether the asset you propose to nominate meets with the definition of an 'asset of community value'. It also provides additional information about your rights to nominate and bid for assets as well as the rights of asset owners.

Your completed application should be sent to:

Assets of Community Value  
The Operational Estate Manager  
Estate Management  
City of Bradford Metropolitan District Council  
7<sup>th</sup> Floor Jacobs Well  
Bradford  
BD1 5RW

For information, the table below summarises the 'assets of community value' nominating and bidding process in four simple stages.

#### Stage one: Identify an asset for nomination

If an eligible community or voluntary group thinks that a local asset meets the definition of an 'asset of community value' they can fill in an application form and ask the Council to list the property as an 'asset of community value'. If the nomination meets the relevant criteria and is approved by the Council, the asset will be included on the list. A list will also be compiled for any unsuccessful nominations that do not meet the criteria.

#### Stage 2: The owner wants to sell their asset

If the owner wants to sell their asset they must notify the Council, which will then notify the community group that nominated the asset and publicise the proposed sale to the wider community. If within six weeks of informing the Council of their intention to sell their asset an eligible community interest group does not come forward, the owner is free to sell their asset for a period of eighteen months from the date that they notified the Council of their intention to sell the asset.

#### Step 3: A designated community group wants to bid for the asset

If an eligible community interest group *does* express an interest in bidding for the asset, this group or groups will be granted extra time to prepare a business plan and gather the finance needed to purchase the asset. All in all, the time-frame for groups to put together their bids is six months starting from the time the asset owner informs the Council of their intention to sell the asset.

#### Step 4: The point at which the asset is to be sold

The six month window of opportunity is only for eligible community interest groups to put their business plans together and gather necessary funding. Once the six month window has expired, the asset owner is free to sell their property to who they want. They are under no obligation to sell the asset to any eligible community interest group or groups who bid to purchase the asset.

**Nomination Form**

<b>Section 1: About You</b>
Title
First Name
Surname
Address
Postcode
Telephone number
Email address
Your relationship to the nominating organisation

**Section 2: About your Organisation**

Please provide evidence that you are eligible to make a nomination. See the Appendix for information about who can nominate.

<b>2.1 Name of organisation</b>	Bingley Town Council	
<b>2.2 Organisation type</b>	<b>Place a cross against all those that apply</b>	<b>Registration number of charity and/or company (if applicable)</b>
Neighbourhood forum		
Parish Council	x	
Charity		
Community interest company		
Unincorporated body		



Company limited by guarantee		
Industrial and provident society		
<p><b>2.3 Number of members registered to vote locally (unincorporated bodies)</b>  In the case of an unincorporated body, at least 21 of its individual members must be registered to vote locally. If relevant, please confirm the number of such members and provide the names and addresses of 21 members registered to vote locally. If they are registered to vote in the area of a neighbouring local authority, rather than in Bradford District, please confirm which area that is.</p>		
<p><b>2.5 Local connection</b>  Your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Bradford Council or a neighbouring local authority. In some cases this will be obvious, e.g. an organisation whose activities are confined to the city. If it is not obvious, please explain what your organisation's local connection is.</p> <p>Bingley Town Council is one of 19 town, parish or community councils within City of Bradford Metropolitan District.</p>		
<p><b>2.6 Distribution of surplus funds (applicable to certain types of organisations only)</b>  If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (i.e. within the administrative area of Bradford or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.</p>		
<p><b>2.7 More about your organisation</b>  What are the main aims and activities of your organisation?</p> <p>To represent the residents of the parish of Bingley, which includes Bingley, Cottingley, Crossflatts, Eldwick, Gilstead and Micklethwaite and work to benefit the community.</p> <p>If your organisation isn't a registered charity or company please provide evidence of its status such as trust deed, Articles of Association, constitution where appropriate.</p>		
<p><b>3. Details of the land or building(s) that you are nominating.</b></p>		



Please provide information which helps to clarify the exact location and extent of the asset being nominated. This could include:

- Where the land is registered, the Land Registry Title Information document and map with boundaries clearly marked in red (less than one month old). Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.
- A written description with ordinance survey location, and explaining where the boundaries lie, the approximate size and location of any building/s on the land and details of any roads bordering the site.

***If the boundary is not clearly defined you may be required to submit further evidence prior to your nomination application being accepted.***

- A drawing or sketch map with boundaries clearly marked in red – websites which might help you in plotting boundaries include: <http://maps.google.co.uk>

<b>Name of the asset</b>	<b>Bingley Swimming Pool</b>
<b>Address or location of the asset</b>	<b>Myrtle Place, Bingley, BD16 2LF</b>
<b>Description of the asset and its boundaries</b>	Bingley Swimming Pool is a substantial stone building with a double pitched roof. It was opened in 1927 by Bingley Urban District Council. It contains a 22 yard long pool, changing rooms, gymnasium and slipper baths area. Today, it also has an office area used by CBMDC officers. There is also a café area used as a youth club and parking, including disabled spaces, outside the pool to the front and in Myrtle Place. To the front there is a flower bed and around the sides of the building, on the park side, is a path. There are also paved/tarmac areas giving access to the rear of the pool. On the Myrtle Place side are some stone steps. The pool is positioned at the entrance to Myrtle Park which is the subject of a separate application to become an asset of community value.

#### **4. Owners and others with an interest in the building or land**

Please supply the following information. If any information is not known to you please say so.

<b>Current owner's name and address (if known)</b>	<b>City of Bradford Metropolitan District Council Bradford City Park, City Hall, Centenary Square, Bradford BD1 1HY</b>
<b>Current leaseholder(s) name and address</b>	
<b>Names and addresses of all current occupants of the land</b>	<b>Employees of CBMDC</b>

## 5. Reasons for nomination ; Why you think the land or building is of community value

Please note that the following are not able to be assets of community value:-

- A building wholly used as a residence, together with land “connected with” that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.
- A caravan site.
- Operational land. This is generally land belonging to the former utilities and other statutory operators.

Bingley Swimming Pool is a substantial and historic building situated near Myrtle Park. It was opened by Bingley Urban District Council in 1927 and has served the local community for nearly 90 years. Originally, it was also known as Princess Hall and the pool could be boarded over to create a dance hall. Therefore, its primary purpose and use has been and continues to be the furthering of the social wellbeing and social interests of the local community. However, CBMDC has decided in the past two years, to shut the building. At present, the Friends of Bingley Pool are investigating the feasibility of a community asset transfer. CBMDC has also invested in decorating the changing rooms – and local artist Jane Fielder has provided original paintings for the pool’s walls. Therefore, it is reasonable to believe that the pool’s continued purpose will be to further the social wellbeing or social interests of the community. Therefore, this building falls within the definition of an asset of community value as explained on the CBMDC website: <https://www.bradford.gov.uk/your-community/community-assets/assets-of-community-value-further-explanation>

### 5.1 Does the use of the asset currently further the social wellbeing or social interests\* of the local community, or has it done so in the recent past? If so, how?

\* These could be cultural, recreational and/or sporting interests – please say which one(s) apply.

The asset is currently used as a pool, gym and bathing facility which further the social wellbeing and interests of the local community. It has been performing this function since 1927.

### 5.2 How could the building or land be acquired and used in future?

If it is listed as an asset of community value, community interest groups (not limited to your organisation) will get the opportunity to bid for it if it comes up for sale. Please set out how you think such a group could fund the purchase of the building or land, and how they could run it for the benefit of the community.

There are a variety of different funding models that could be investigated, depending on the type of organisation which might bid for the asset and the legal governance structure which is put in place to fund any purchase. Possible funding models include donations from benefactors, loans, fund-raising and crowd-funding. In addition, the building itself could be used to generate funding to repay any capital costs and finance ongoing running and maintenance costs.

The Friends of Bingley Pool, a charitably incorporated organisation, are currently working with CBMDC and investigating the possibility and implications of a community asset transfer.

## 6. Submitting your nomination

### 6.1 What to include

- Your organisation's constitution, Articles of Association or Trust Deed (section 2.7)
- Your sketch plan of the asset that you are nominating (section 3). (OS Mastermap from Blackwell's Mapping Services.)

## 6.2 Signature

By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.

**Signature**

**Date.**

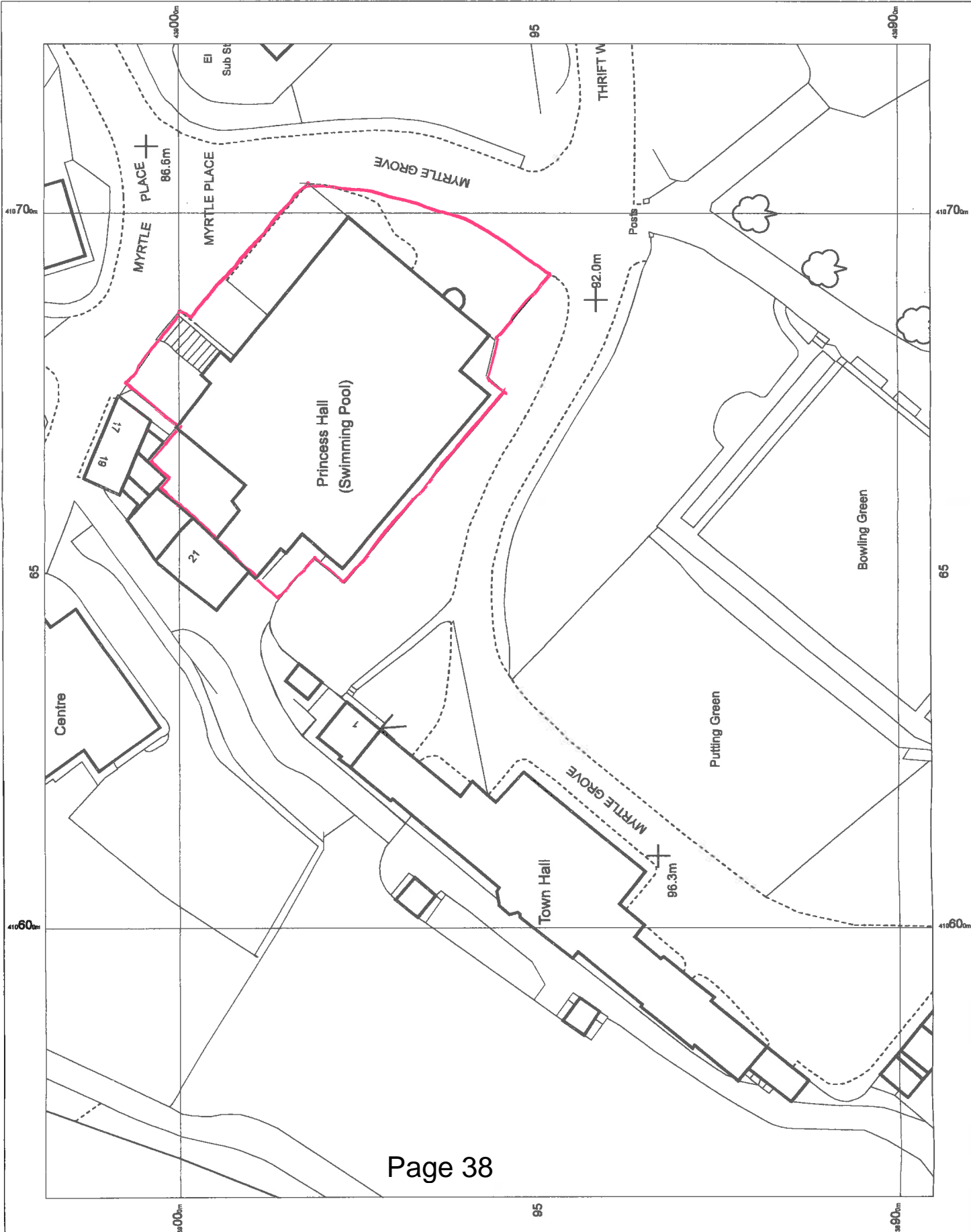
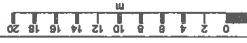
OS MasterMap 1250/2500/10000  
scale  
08 October 2016, ID:  
BWI-00666212  
www.blackwellmapping.co.uk

1:500 scale print at A3, Centre:  
410643 E, 498957 N

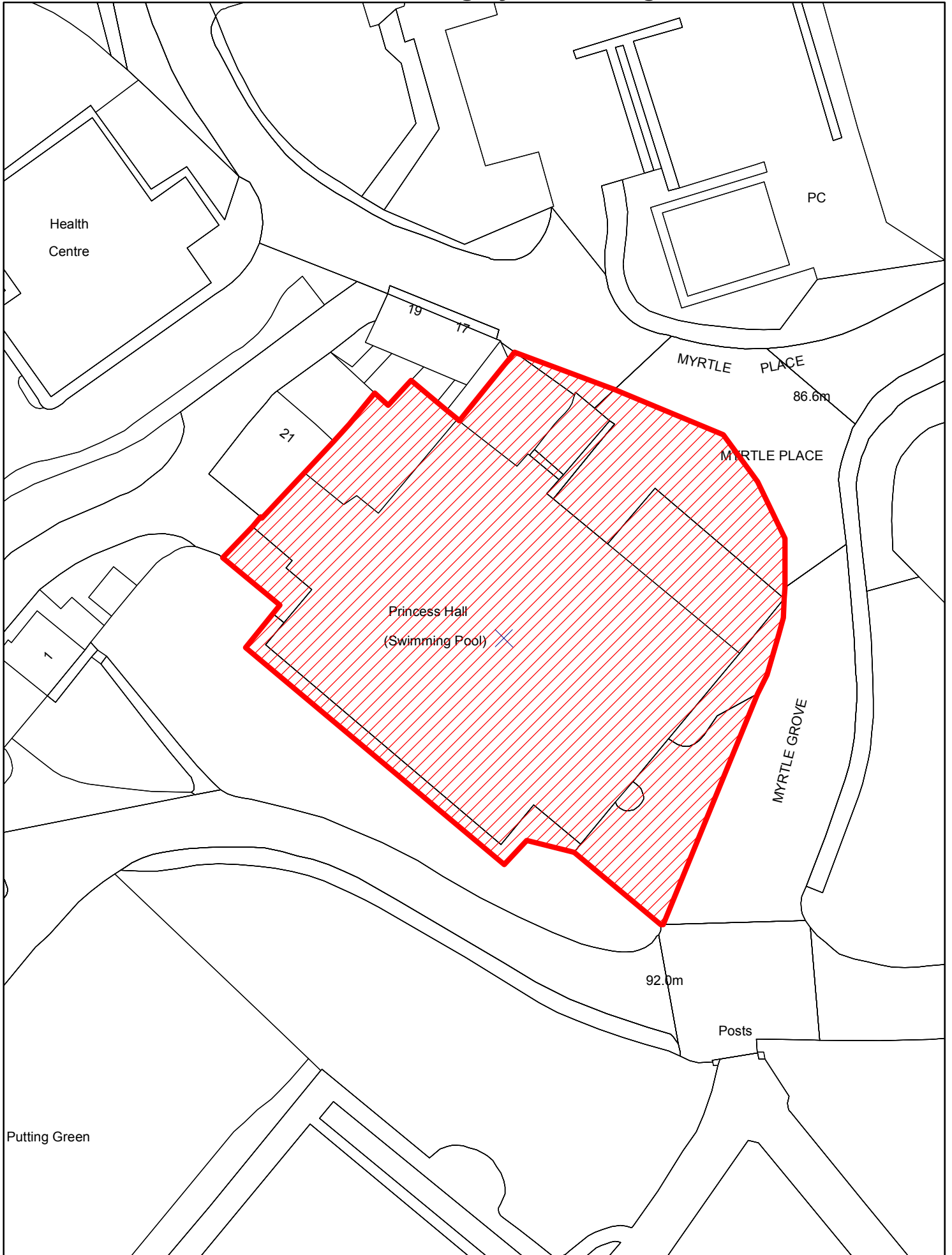
© Crown Copyright and database  
rights 2016 OS 100019960



**BLACKWELL'S**  
www.blackwellmapping.co.uk  
TEL: 0113 245 2623  
maps.leeds@blackwell.co.uk



# ACV 0055 - Bingley Swimming Pool



Scale at A4

1:500

Page 39  
Date: 30/01/2017

© Crown copyright and database rights 2015 Ordnance Survey 0100019304



This page is intentionally left blank

## **Report of the Strategic Director of Corporate Services to the meeting of Shipley Area Committee to be held on to be held on 28<sup>th</sup> June 2017 at 7.30pm at Shipley Town Hall**

### **H**

---

#### **Subject:**

**Nomination to list properties on Jenny Lane, Baildon as Assets of Community Value**

- 1. The Wooded Area**
- 2. The Playground**
- 3. Rugby Ground South**
- 4. Rugby Ground North**

#### **Summary statement:**

**The Council has received nominations to list properties on Jenny Lane, Baildon known as -**

- 1. The Wooded Area**
- 2. The Playground**
- 3. Rugby Ground South**
- 4. Rugby Ground North**

**as Assets of Community Value under the Localism Act 2011. This report considers whether the nominations and nominated assets meet the Asset of Community Value criteria set out in the Localism Act and contains recommendations as to whether or not the nominations should be approved.**

---

Stuart McKinnon-Evans  
Strategic Director of Corporate  
Services  
Report Contact: Stephanie Moore,  
Estate Manager  
Phone: (01274) 432256  
E-mail: [steph.moore@bradford.gov.uk](mailto:steph.moore@bradford.gov.uk)

**Portfolio:**  
**Regeneration, Planning and Transport**

**Overview & Scrutiny Area:**  
**Regeneration and Economy**



## **1. SUMMARY**

- 1.1 The Council has received nominations to list properties on Jenny Lane, Baildon known as -

The Wooded Area  
The Playground  
Rugby Ground South  
Rugby Ground North

as Assets of Community Value under the Localism Act 2011. This report considers whether the nominations and nominated assets meet the Asset of Community Value Criteria set out in the Localism Act and contains a recommendation as to whether or not the nomination should be approved.

## **2. BACKGROUND**

- 2.1 The Community Right to Bid provisions of the Localism Act 2011 came into effect on 21<sup>st</sup> September 2012. The purpose of the provisions is to allow communities time to prepare bids for land and property assessed as being of benefit to the community when those assets come up for disposal.

## **3. OTHER CONSIDERATIONS**

- 3.1 The Community Right to Bid provisions of the Localism Act 2011 came into effect on 21<sup>st</sup> September 2012. The purpose of the provisions is to allow communities time to prepare bids for land and property assessed as being of benefit to the community when those assets come up for disposal.

### **3.2 The Community Right to Bid**

- 3.2.1 Local community groups and parish councils are able to nominate privately and publicly owned land and property for inclusion on a list of assets of community value. The list is maintained by CBMDC which is also responsible for managing the process for determining whether a nomination of a property as an asset of community value is successful. At its meeting of 6<sup>th</sup> November 2012 the Executive resolved that the determination of nominations be devolved to Area Committee.
- 3.2.2 The listing of land or property as an Asset of Community Value has the effect of preventing owners from disposing of their listed property without first notifying the Council of their intention to sell. The notification of intention to sell triggers a six week moratorium on disposal during which local community groups and parish councils are able to express an interest in bidding for the property. If no expressions of interest are received the owner is free to dispose of his property at the end of the





six week period. If an expression of interest is received the initial six week moratorium extends to six months to allow community groups and parish councils to prepare to bid for the property or to negotiate with the property owner. At the end of the six month period the property is removed from the list and the owner is able to sell the property to who ever he wants and by whatever means he wishes.

### 3.2.3 The Community Right to Bid provisions **do not** :

- Give community groups or parish councils a right of first refusal when listed land and buildings come up for sale.
- Give community groups or a parish council the right to purchase land and property listed as assets of community value at a reduced price i.e. less than market value.
- Compel a property owner to sell to a community group or parish council. Once the procedures set out in the Act are complied with property owners are free to sell their property to whomever they wish.
- Restrict how a property owner can use their property.

## 3.3 Definition of an Asset of Community Value

3.3.1 The Act provides that land or property falls within the definition of asset of community value where its current primary use furthers the social wellbeing or social interests of the local community, **and** where it is realistic to think that this use will continue. Social interests include culture, recreation and sport. A property will also qualify when its main use in the recent past meets the definition, **and** it is realistic to think that its use may again fall within the definition within the next five years (whether or not in the same way as before).

3.3.2 Social interests include a) cultural interests; b) recreational interests; c) sporting interests. Wellbeing is the things that people value in their life that contributes to them reaching their potential (economic, social or environmental).

3.3.3 The Act sets out details of certain types of land and property which are exempt from the Community Right to Bid provisions.

## 3.4 Who can nominate an asset to be listed

3.4.1 Nominations to list an asset as being of community value can be made by;

- A local voluntary or community group that is [incorporated](#) – this means it has a separate legal status from its members
- A local voluntary or community group that is [not incorporated](#) but has at least 21 members who appear on the electoral roll within CBMDC or a neighbouring authority.



- A parish council
- Neighboring parish councils – if a parish council borders an unparished area it may nominate asset within that area.
- Community interest groups with a local connection which has one of the following structures:
  - a) A charity
  - b) A community interest company
  - c) A company limited by guarantee that is non profit distributing
  - d) An industrial provident society that is non profit distributing.

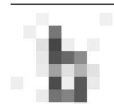
For a local group to be able to nominate it must be able to demonstrate that its activities are wholly or partly concerned with the local authority area within which the asset is located or with a neighbouring authority (which shares a boundary with Bradford).

### 3.5 The Nomination

3.5.1 The nomination application is included at Appendix 1.

3.5.2 Officers have assessed the nomination and have found that :

Criteria	Finding	Comment	Criteria met?
The nominator is eligible to nominate Assets of Community Value?	Yes	Parish Council	Yes
Is the nominated asset exempt from listing?	No	Not exempt	Yes
The land and buildings are used (and in the past 5 years) to further the social well-being and social interests of the local community (as defined by the Localism Act 2011) and this use is not ancillary.	Yes	The assets in question have been in community use for many years	Yes
It is realistic to think that the building or land will continue to be used in a way which will further the social well-being and social interests of the community within the next 5 years?	Yes		Yes



3.5.3 Accordingly, Council's Officers have assessed that the criteria for listing have been met and recommend that –

The Wooded Area  
The Playground  
Rugby Ground South  
Rugby Ground North

Jenny Lane, Baildon are listed as Assets of Community Value.

#### **4. OTHER CONSIDERATIONS**

4.1 Property owners (but not occupiers) may appeal against the Council's decision to list their property as an asset of community value. In the first instance the property owner should ask the Council to review its decision. If the Council upholds its decision to list, the owner may appeal to the First Tier Tribunal.

4.2 There is no provision within the Act for nominators to challenge a decision not to list a property or decision to remove a property from the list following a review. However, the Council will be required to provide nominators with reasons why their application is unsuccessful or why a property has been removed from the list.

4.3 As mentioned at 3.2.3 above the listing of land or property as an Asset of Community Value does not prevent a land owner from changing the use of the listed asset. The Act provides that a listed asset can be removed from the list if the nature of the asset changes so that it is unrealistic to expect it to be used for social, sporting, environmental benefits in the near future. An example of substantial change would be the progression of development works.

4.4 The listing of an asset is not retrospective and has no effect on binding agreements for sale already in place at the date of listing.

#### **5. FINANCIAL & RESOURCE APPRAISAL**

A property owner has a right to compensation for losses incurred as a result of listing.

#### **6. RISK MANAGEMENT AND GOVERNANCE ISSUES**

None

#### **7. LEGAL APPRAISAL**

Land or property may only be listed as an Asset of Community Value where it meets the criteria and definitions set out in the Localism Act 2011.



Property owners may appeal against the decision to list their property as an Asset of Community Value. In the first instance the decision to list the property will be subject to internal review within the council. If the council upholds the decision to list, the owner may appeal to the First Tier Tribunal.

## **8. OTHER IMPLICATIONS**

### **8.1 EQUALITY & DIVERSITY**

None

### **8.2 SUSTAINABILITY IMPLICATIONS**

None

### **8.3 GREENHOUSE GAS EMISSIONS IMPACTS**

None

### **8.4 COMMUNITY SAFETY IMPLICATIONS**

None

### **8.5 HUMAN RIGHTS ACT**

None

### **8.6 TRADE UNION**

None

### **8.7 WARD IMPLICATIONS**

None

### **8.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)**

None

## **9. NOT FOR PUBLICATION DOCUMENTS**

None.



## 10. OPTIONS

- 10.1 **Option 1:** Accept the nominations on the grounds that they meet the criteria and definition of an Asset of Community Value as set out in the Localism Act 2011.
- 10.2 **Option 2:** Reject the nominations on the grounds that they do not meet the criteria and definition of an Asset of Community Value as set out in the Localism Act 2011.
- 10.3 Option 1 is the preferred option as the nominated assets do meet the criteria for listing set out in the Act.

## 11. RECOMMENDATIONS

Recommended -

That in accordance with Option 1 the nominations of the properties known as -  
The Wooded Area  
The Playground  
Rugby Ground South  
Rugby Ground North

Jenny Lane, Baildon as Assets of Community Value are accepted.

## 12. APPENDICES

Appendix 1 - Nomination forms and Plans

## 13. BACKGROUND DOCUMENTS

Report to the Executive meeting of 6<sup>th</sup> November 2012; The Localism Act 2011 – The Community Right to Bid.



This page is intentionally left blank

**The Localism Act 2011  
Community Right to Bid**

**Application to Nominate Assets of  
Community value**

You will need to complete this application form if you wish to nominate an asset of community value for listing. The responses to the questions in your application will enable the Council to reach a decision about your nomination. In the event that the information you supply is insufficient to make a decision, your application will be rejected.

Before completing this application **please read** the information about the Assets of Community Value provisions available on the Council website at [http://www.bradford.gov.uk/bmdc/leisure and culture/parks and open spaces/assets of community value](http://www.bradford.gov.uk/bmdc/leisure_and_culture/parks_and_open_spaces/assets_of_community_value)

This information will help you to better understand whether the asset you propose to nominate meets with the definition of an 'asset of community value'. It also provides additional information about your rights to nominate and bid for assets as well as the rights of asset owners.

Your completed application should be sent to:

Assets of Community Value  
The Operational Estate Manager  
Estate Management  
City of Bradford Metropolitan District Council  
7<sup>th</sup> Floor Jacobs Well  
Bradford  
BD1 5RW

For information, the table below summarises the 'assets of community value' nominating and bidding process in four simple stages.

#### **Stage one: Identify an asset for nomination**

If an eligible community or voluntary group thinks that a local asset meets the definition of an 'asset of community value' they can fill in an application form and ask the Council to list the property as an 'asset of community value'. If the nomination meets the relevant criteria and is approved by the Council, the asset will be included on the list. A list will also be compiled for any unsuccessful nominations that do not meet the criteria.

#### **Stage 2: The owner wants to sell their asset**

If the owner wants to sell their asset they must notify the Council, which will then notify the community group that nominated the asset and publicise the proposed sale to the wider community. If within six weeks of informing the Council of their intention to sell their asset an eligible community interest group does not come forward, the owner is free to sell their asset for a period of eighteen months from the date that they notified the Council of their intention to sell the asset.

#### **Step 3: A designated community group wants to bid for the asset**

If an eligible community interest group *does* express an interest in bidding for the asset, this group or groups will be granted extra time to prepare a business plan and gather the finance needed to purchase the asset. All in all, the time-frame for groups to put together their bids is six months starting from the time the asset owner informs the Council of their intention to sell the asset.

#### **Step 4: The point at which the asset is to be sold**

The six month window of opportunity is only for eligible community interest groups to put their business plans together and gather necessary funding. Once the six month window has expired, the asset owner is free to sell their property to who they want. They are under no obligation to sell the asset to any eligible community interest group or groups who bid to purchase the asset.



**Nomination Form**

Ref.....  
 (for Council use)

**Section 1: About You**

<b>Title</b>	
<b>First Name</b>	
<b>Surname</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Telephone number</b>	
<b>Email address</b>	
<b>Your relationship to the nominating organisation</b>	

**Section 2: About your Organisation**

Please provide evidence that you are eligible to make a nomination. See the Appendix for information about who can nominate.

<b>2.1 Name of organisation</b>	Baildon Town Council	
<b>2.2 Organisation type</b>	<b>Place a cross against all those that apply</b>	<b>Registration number of charity and/or company (if applicable)</b>
Neighbourhood forum		
Parish Council	X	
Charity		
Community interest company		
Unincorporated body		

Company limited by guarantee		
Industrial and provident society		
<p><b>2.3 Number of members registered to vote locally</b> (unincorporated bodies)          In the case of an unincorporated body, at least 21 of its individual members must be registered to vote locally. If relevant, please confirm the number of such members and provide the names and addresses of 21 members registered to vote locally. If they are registered to vote in the area of a neighbouring local authority, rather than in Bradford District, please confirm which area that is.</p> <p><b>N/A</b></p>		
<p><b>2.5 Local connection</b>          Your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Bradford Council or a neighbouring local authority. In some cases this will be obvious, e.g. an organisation whose activities are confined to the city. If it is not obvious, please explain what your organisation's local connection is.</p> <p><b>N/A</b></p>		
<p><b>2.6 Distribution of surplus funds</b> (<i>applicable to certain types of organisations only</i>)          If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (i.e. within the administrative area of Bradford or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.</p> <p><b>N/A</b></p>		
<p><b>2.7 More about your organisation</b>          What are the main aims and activities of your organisation?</p> <p><b>Local town council – to represent the interest of the residents of Baildon.</b></p> <p>If your organisation isn't a registered charity or company please provide evidence of its status such as trust deed, Articles of Association, constitution where appropriate.</p>		

### 3. Details of the land or building(s) that you are nominating.

Please provide information which helps to clarify the exact location and extent of the asset being nominated. This could include:

- Where the land is registered, the Land Registry Title Information document and map with boundaries clearly marked in red (less than one month old). Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.
- A written description with ordinance survey location, and explaining where the boundaries lie, the approximate size and location of any building/s on the land and details of any roads bordering the site.

***If the boundary is not clearly defined you may be required to submit further evidence prior to your nomination application being accepted.***

- A drawing or sketch map with boundaries clearly marked in red – websites which might help you in plotting boundaries include: <http://maps.google.co.uk>

<b>Name of the asset</b>	<b>Jenny Lane Recreation Ground – wooded area, ex allotments</b>
<b>Address or location of the asset</b>	<b>Jenny Lane, Baildon, Shipley BD17 6SH</b>
<b>Description of the asset and its boundaries</b>	<b>As per attached map.</b>

### 4. Owners and others with an interest in the building or land

Please supply the following information. If any information is not known to you please say so.

<b>Current owner's name and address (if known)</b>	<b>RC Diocese of Leeds Hinsley Hall, 62 Headingley Lane, LEEDS, LS6 2BX</b>
<b>Current leaseholder(s) name and address</b>	<b>NIL</b>
<b>Names and addresses of all current occupants of the land</b>	<b>As above</b>

## 5. Reasons for nomination ; Why you think the land or building is of community value

Please note that the following are not able to be assets of community value:-

- A building wholly used as a residence, together with land "connected with" that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.
- A caravan site.
- Operational land. This is generally land belonging to the former utilities and other statutory operators.

### 5.1 Does the use of the asset currently further the social wellbeing or social interests\* of the local community, or has it done so in the recent past? If so, how?

\* These could be cultural, recreational and/or sporting interests – please say which one(s) apply.

This piece of land which contains trees with TPOs on them is wooded with open boundaries. As a result it is used by local children for games and 'adventures' including the building of dens and by locals exercising their dogs.

### 5.2 How could the building or land be acquired and used in future?

If it is listed as an asset of community value, community interest groups (not limited to your organisation) will get the opportunity to bid for it if it comes up for sale. Please set out how you think such a group could fund the purchase of the building or land, and how they could run it for the benefit of the community.

**The Town Council (in partnership with its voluntary/community sector partners) can access five principal sources of funding for the purchase and maintenance of Jenny Lane recreation ground:**

**Parish Precept (Local Tax)**

**Grant Aid**

**Donations/Subscriptions/Sponsorship**

**Commercial Activity (including contracts to provide services)**

**Borrowing**

The Town Council would want to see the asset used as it is now, as wooded play space and a recreation area.

## **6. Submitting your nomination**

### **6.1 What to include**

- Your organisation's constitution, Articles of Association or Trust Deed (section 2.7)
- Your sketch plan of the asset that you are nominating (section 3).

### **6.2 Signature**

By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.

**Signature..**

**Date.....**



City of Bradford Metropolitan District Council

**ESTATES and PROPERTY**

[www.bradford.gov.uk](http://www.bradford.gov.uk)

2nd Floor Argus Chambers, Britannia House, Bradford, BD1 1HX

Crown Copyright, Reproduced from Ordnance Survey Mapping with permission from H.M.S.O.  
0100019304 SE1539

Scale  
1/1250@A4

Date  
19-04-2017

Plan No.  
DCB J-005-015 NSG



ACV0057.

City of Bradford MDC

[www.bradford.gov.uk](http://www.bradford.gov.uk)

## **The Localism Act 2011 Community Right to Bid**

### **Application to Nominate Assets of Community value**

You will need to complete this application form if you wish to nominate an asset of community value for listing. The responses to the questions in your application will enable the Council to reach a decision about your nomination. In the event that the information you supply is insufficient to make a decision, your application will be rejected.

Before completing this application **please read** the information about the Assets of Community Value provisions available on the Council website at [http://www.bradford.gov.uk/bmdc/leisure and culture/parks and open spaces/assets of community value](http://www.bradford.gov.uk/bmdc/leisure%20and%20culture/parks%20and%20open%20spaces/assets%20of%20community%20value)

This information will help you to better understand whether the asset you propose to nominate meets with the definition of an 'asset of community value'. It also provides additional information about your rights to nominate and bid for assets as well as the rights of asset owners.

Your completed application should be sent to:

Assets of Community Value  
The Operational Estate Manager  
Estate Management  
City of Bradford Metropolitan District Council  
7<sup>th</sup> Floor Jacobs Well  
Bradford  
BD1 5RW

For information, the table below summarises the 'assets of community value' nominating and bidding process in four simple stages.

#### **Stage one: Identify an asset for nomination**

If an eligible community or voluntary group thinks that a local asset meets the definition of an 'asset of community value' they can fill in an application form and ask the Council to list the property as an 'asset of community value'. If the nomination meets the relevant criteria and is approved by the Council, the asset will be included on the list. A list will also be compiled for any unsuccessful nominations that do not meet the criteria.

#### **Stage 2: The owner wants to sell their asset**

If the owner wants to sell their asset they must notify the Council, which will then notify the community group that nominated the asset and publicise the proposed sale to the wider community. If within six weeks of informing the Council of their intention to sell their asset an eligible community interest group does not come forward, the owner is free to sell their asset for a period of eighteen months from the date that they notified the Council of their intention to sell the asset.

#### **Step 3: A designated community group wants to bid for the asset**

If an eligible community interest group *does* express an interest in bidding for the asset, this group or groups will be granted extra time to prepare a business plan and gather the finance needed to purchase the asset. All in all, the time-frame for groups to put together their bids is six months starting from the time the asset owner informs the Council of their intention to sell the asset.

#### **Step 4: The point at which the asset is to be sold**

The six month window of opportunity is only for eligible community interest groups to put their business plans together and gather necessary funding. Once the six month window has expired, the asset owner is free to sell their property to who they want. They are under no obligation to sell the asset to any eligible community interest group or groups who bid to purchase the asset.



**Nomination Form**

Ref.....  
 (for Council use)

**Section 1: About You**

<b>Title</b>	
<b>First Name</b>	
<b>Surname</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Telephone number</b>	
<b>Email address</b>	
<b>Your relationship to the nominating organisation</b>	

**Section 2: About your Organisation**

Please provide evidence that you are eligible to make a nomination. See the Appendix for information about who can nominate.

<b>2.1 Name of organisation</b>	Baildon Town Council	
<b>2.2 Organisation type</b>	<b>Place a cross against all those that apply</b>	<b>Registration number of charity and/or company (if applicable)</b>
Neighbourhood forum		
Parish Council	X	
Charity		
Community interest company		
Unincorporated body		

Company limited by guarantee		
Industrial and provident society		

**2.3 Number of members registered to vote locally** (unincorporated bodies)  
 In the case of an unincorporated body, at least 21 of its individual members must be registered to vote locally. If relevant, please confirm the number of such members and provide the names and addresses of 21 members registered to vote locally. If they are registered to vote in the area of a neighbouring local authority, rather than in Bradford District, please confirm which area that is.

N/A

**2.5 Local connection**

Your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Bradford Council or a neighbouring local authority. In some cases this will be obvious, e.g. an organisation whose activities are confined to the city. If it is not obvious, please explain what your organisation's local connection is.

N/A

**2.6 Distribution of surplus funds** (*applicable to certain types of organisations only*)

If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (i.e. within the administrative area of Bradford or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.

N/A

**2.7 More about your organisation**

What are the main aims and activities of your organisation?

**Local town council – to represent the interest of the residents of Baildon.**

If your organisation isn't a registered charity or company please provide evidence of its status such as trust deed, Articles of Association, constitution where appropriate.

### 3. Details of the land or building(s) that you are nominating.

Please provide information which helps to clarify the exact location and extent of the asset being nominated. This could include:

- Where the land is registered, the Land Registry Title Information document and map with boundaries clearly marked in red (less than one month old). Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.
- A written description with ordinance survey location, and explaining where the boundaries lie, the approximate size and location of any building/s on the land and details of any roads bordering the site.

***If the boundary is not clearly defined you may be required to submit further evidence prior to your nomination application being accepted.***

- A drawing or sketch map with boundaries clearly marked in red – websites which might help you in plotting boundaries include: <http://maps.google.co.uk>

<b>Name of the asset</b>	<b>Jenny Lane Recreation Ground – playground section</b>
<b>Address or location of the asset</b>	<b>Jenny Lane, Baildon, Shipley BD17 6SH</b>
<b>Description of the asset and its boundaries</b>	<b>As per attached map, this area of land leased currently by BDMC.</b>

### 4. Owners and others with an interest in the building or land

Please supply the following information. If any information is not known to you please say so.

<b>Current owner's name and address (if known)</b>	<b>RC Diocese of Leeds Hinsley Hall, 62 Headingley Lane, LEEDS, LS6 2BX</b>
<b>Current leaseholder(s) name and address</b>	<b>City of Bradford MDC, City Hall. Centenary Square. Bradford. BD1 1HY</b>
<b>Names and addresses of all current occupants of the land</b>	<b>As above</b>

## 5. Reasons for nomination ; Why you think the land or building is of community value

Please note that the following are not able to be assets of community value:-

- A building wholly used as a residence, together with land "connected with" that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.
- A caravan site.
- Operational land. This is generally land belonging to the former utilities and other statutory operators.

### 5.1 Does the use of the asset currently further the social wellbeing or social interests\* of the local community, or has it done so in the recent past? If so, how?

\* These could be cultural, recreational and/or sporting interests – please say which one(s) apply.

The asset, is leased to BDMC and has a playground constructed on it. This valued and well used playground has been there for many decades and provides the only place in higher Baildon where children and their families can enjoy such fun.

### 5.2 How could the building or land be acquired and used in future?

If it is listed as an asset of community value, community interest groups (not limited to your organisation) will get the opportunity to bid for it if it comes up for sale. Please set out how you think such a group could fund the purchase of the building or land, and how they could run it for the benefit of the community.

**The Town Council (in partnership with its voluntary/community sector partners) can access five principal sources of funding for the purchase and maintenance of this land:**

**Parish Precept (Local Tax)**

**Grant Aid**

**Donations/Subscriptions/Sponsorship**

**Commercial Activity (including contracts to provide services)**

**Borrowing**

The Town Council would want to see the asset used as it is now, as a playground.

## 6. Submitting your nomination

### 6.1 What to include

- Your organisation's constitution, Articles of Association or Trust Deed (section 2.7)
- Your sketch plan of the asset that you are nominating (section 3).

### 6.2 Signature

By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.

**Signature.**

**Date.....**



City of Bradford Metropolitan District Council

**ESTATES and PROPERTY**

[www.bradford.gov.uk](http://www.bradford.gov.uk)

2nd Floor Argus Chambers, Britannia House, Bradford, BD1 1HX

Crown Copyright. Reproduced from Ordnance Survey Mapping with permission from H.M.S.O.  
 0100019304 SE1539

Scale  
 1/1250@A4

Date  
 10-04-2017

Plan No.  
 DCB J-005-011

NSG



ACV 0059

**The Localism Act 2011  
Community Right to Bid**

**Application to Nominate Assets of  
Community value**



You will need to complete this application form if you wish to nominate an asset of community value for listing. The responses to the questions in your application will enable the Council to reach a decision about your nomination. In the event that the information you supply is insufficient to make a decision, your application will be rejected.

Before completing this application **please read** the information about the Assets of Community Value provisions available on the Council website at [http://www.bradford.gov.uk/bmdc/leisure\\_and\\_culture/parks\\_and\\_open\\_spaces/assets\\_of\\_community\\_value](http://www.bradford.gov.uk/bmdc/leisure_and_culture/parks_and_open_spaces/assets_of_community_value)

This information will help you to better understand whether the asset you propose to nominate meets with the definition of an 'asset of community value'. It also provides additional information about your rights to nominate and bid for assets as well as the rights of asset owners.

Your completed application should be sent to:

Assets of Community Value  
The Operational Estate Manager  
Estate Management  
City of Bradford Metropolitan District Council  
7<sup>th</sup> Floor Jacobs Well  
Bradford  
BD1 5RW

For information, the table below summarises the 'assets of community value' nominating and bidding process in four simple stages.

**Stage one: Identify an asset for nomination**

If an eligible community or voluntary group thinks that a local asset meets the definition of an 'asset of community value' they can fill in an application form and ask the Council to list the property as an 'asset of community value'. If the nomination meets the relevant criteria and is approved by the Council, the asset will be included on the list. A list will also be compiled for any unsuccessful nominations that do not meet the criteria.

**Stage 2: The owner wants to sell their asset**


If the owner wants to sell their asset they must notify the Council, which will then notify the community group that nominated the asset and publicise the proposed sale to the wider community. If within six weeks of informing the Council of their intention to sell their asset an eligible community interest group does not come forward, the owner is free to sell their asset for a period of eighteen months from the date that they notified the Council of their intention to sell the asset.

**Step 3: A designated community group wants to bid for the asset**

If an eligible community interest group *does* express an interest in bidding for the asset, this group or groups will be granted extra time to prepare a business plan and gather the finance needed to purchase the asset. All in all, the time-frame for groups to put together their bids is six months starting from the time the asset owner informs the Council of their intention to sell the asset.

**Step 4: The point at which the asset is to be sold**

The six month window of opportunity is only for eligible community interest groups to put their business plans together and gather necessary funding. Once the six month window has expired, the asset owner is free to sell their property to who they want. They are under no obligation to sell the asset to any eligible community interest group or groups who bid to purchase the asset.





**Nomination Form**

Ref.....  
(for Council use)

**Section 1: About You**

<b>Title</b>	
<b>First Name</b>	
<b>Surname</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Telephone number</b>	
<b>Email address</b>	
<b>Your relationship to the nominating organisation</b>	Town Clerk

**Section 2: About your Organisation**

Please provide evidence that you are eligible to make a nomination. See the Appendix for information about who can nominate.

<b>2.1 Name of organisation</b>	Baildon Town Council	
<b>2.2 Organisation type</b>	<b>Place a cross against all those that apply</b>	<b>Registration number of charity and/or company (if applicable)</b>
Neighbourhood forum		
Parish Council	X	
Charity		
Community interest company		
Unincorporated body		

Company limited by guarantee		
Industrial and provident society		
<p><b>2.3 Number of members registered to vote locally</b> (unincorporated bodies)          In the case of an unincorporated body, at least 21 of its individual members must be registered to vote locally. If relevant, please confirm the number of such members and provide the names and addresses of 21 members registered to vote locally. If they are registered to vote in the area of a neighbouring local authority, rather than in Bradford District, please confirm which area that is.</p> <p><b>N/A</b></p>		
<p><b>2.5 Local connection</b>          Your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Bradford Council or a neighbouring local authority. In some cases this will be obvious, e.g. an organisation whose activities are confined to the city. If it is not obvious, please explain what your organisation's local connection is.</p> <p><b>N/A</b></p>		
<p><b>2.6 Distribution of surplus funds</b> (<i>applicable to certain types of organisations only</i>)          If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (i.e. within the administrative area of Bradford or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.</p> <p><b>N/A</b></p>		
<p><b>2.7 More about your organisation</b>          What are the main aims and activities of your organisation?</p> <p><b>Local town council – to represent the interest of the residents of Baildon.</b></p> <p>If your organisation isn't a registered charity or company please provide evidence of its status such as trust deed, Articles of Association, constitution where appropriate.</p>		

### 3. Details of the land or building(s) that you are nominating.

Please provide information which helps to clarify the exact location and extent of the asset being nominated. This could include:

- Where the land is registered, the Land Registry Title Information document and map with boundaries clearly marked in red (less than one month old). Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.
- A written description with ordinance survey location, and explaining where the boundaries lie, the approximate size and location of any building/s on the land and details of any roads bordering the site.

***If the boundary is not clearly defined you may be required to submit further evidence prior to your nomination application being accepted.***

- A drawing or sketch map with boundaries clearly marked in red – websites which might help you in plotting boundaries include: <http://maps.google.co.uk>

<b>Name of the asset</b>	<b>Jenny Lane Recreation Ground – parcel one of two sections rented by Baildon Rugby Club</b>
<b>Address or location of the asset</b>	<b>Jenny Lane, Baildon, Shipley BD17 6SH</b>
<b>Description of the asset and its boundaries</b>	<b>As per attached map, this area of land leased currently by Baildon Rugby Club.</b>

### 4. Owners and others with an interest in the building or land

Please supply the following information. If any information is not known to you please say so.

<b>Current owner's name and address (if known)</b>	<b>RC Diocese of Leeds Hinsley Hall, 62 Headingley Lane, LEEDS, LS6 2BX</b>
<b>Current leaseholder(s) name and address</b>	<b>Baildon Rugby &amp; Cricket Club Heygate Lane, Jenny Lane, Baildon, Shipley BD17 6SH</b>
<b>Names and addresses of all current occupants of the land</b>	<b>As above</b>

**5. Reasons for nomination ; Why you think the land or building is of community value**

*Please note that the following are not able to be assets of community value:-*

- *A building wholly used as a residence, together with land “connected with” that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.*
- *A caravan site.*
- *Operational land. This is generally land belonging to the former utilities and other statutory operators.*

**5.1 Does the use of the asset currently further the social wellbeing or social interests\* of the local community, or has it done so in the recent past? If so, how?**

*\* These could be cultural, recreational and/or sporting interests – please say which one(s) apply.*

This section of land is green open space, which is used by many individuals and family groups for numerous recreational purposes throughout the year. The area is also used by the annual Town Carnival in July and Harley Davidson gathering in August, both with the permission of the tenant.

**5.2 How could the building or land be acquired and used in future?**

*If it is listed as an asset of community value, community interest groups (not limited to your organisation) will get the opportunity to bid for it if it comes up for sale. Please set out how you think such a group could fund the purchase of the building or land, and how they could run it for the benefit of the community.*

**The Town Council (in partnership with its voluntary/community sector partners) can access five principal sources of funding for the purchase and maintenance of Jenny Lane recreation ground:**

**Parish Precept (Local Tax)**

**Grant Aid**

**Donations/Subscriptions/Sponsorship**

**Commercial Activity (including contracts to provide services)**

**Borrowing**

The Town Council would want to see the asset used as it is now, as open green space and a recreation area.

## 6. Submitting your nomination

### 6.1 What to include

- Your organisation's constitution, Articles of Association or Trust Deed (section 2.7)
- Your sketch plan of the asset that you are nominating (section 3).

### 6.2 Signature

By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.

**Signature.**

**Date.....**



City of Bradford Metropolitan District Council  
**ESTATES and PROPERTY**

2nd Floor Argus Chambers, Britannia House, Bradford, BD1 1HX [www.bradford.gov.uk](http://www.bradford.gov.uk)

Crown Copyright, Reproduced from Ordnance Survey Mapping with permission from H.M.S.O. 0100019304 SE1539	Scale 1/1250@A4	Date 10-04-2017	Plan No. DCB J-005-012	NSG
---	--------------------	--------------------	---------------------------	-----



ACV0058

## **The Localism Act 2011 Community Right to Bid**

### **Application to Nominate Assets of Community value**

You will need to complete this application form if you wish to nominate an asset of community value for listing. The responses to the questions in your application will enable the Council to reach a decision about your nomination. In the event that the information you supply is insufficient to make a decision, your application will be rejected.

Before completing this application **please read** the information about the Assets of Community Value provisions available on the Council website at [http://www.bradford.gov.uk/bmdc/leisure\\_and\\_culture/parks\\_and\\_open\\_spaces/assets\\_of\\_community\\_value](http://www.bradford.gov.uk/bmdc/leisure_and_culture/parks_and_open_spaces/assets_of_community_value)

This information will help you to better understand whether the asset you propose to nominate meets with the definition of an 'asset of community value'. It also provides additional information about your rights to nominate and bid for assets as well as the rights of asset owners.

Your completed application should be sent to:

Assets of Community Value  
The Operational Estate Manager  
Estate Management  
City of Bradford Metropolitan District Council  
7<sup>th</sup> Floor Jacobs Well  
Bradford  
BD1 5RW

For information, the table below summarises the 'assets of community value' nominating and bidding process in four simple stages.

#### **Stage one: Identify an asset for nomination**

If an eligible community or voluntary group thinks that a local asset meets the definition of an 'asset of community value' they can fill in an application form and ask the Council to list the property as an 'asset of community value'. If the nomination meets the relevant criteria and is approved by the Council, the asset will be included on the list. A list will also be compiled for any unsuccessful nominations that do not meet the criteria.

#### **Stage 2: The owner wants to sell their asset**

If the owner wants to sell their asset they must notify the Council, which will then notify the community group that nominated the asset and publicise the proposed sale to the wider community. If within six weeks of informing the Council of their intention to sell their asset an eligible community interest group does not come forward, the owner is free to sell their asset for a period of eighteen months from the date that they notified the Council of their intention to sell the asset.

#### **Step 3: A designated community group wants to bid for the asset**

If an eligible community interest group *does* express an interest in bidding for the asset, this group or groups will be granted extra time to prepare a business plan and gather the finance needed to purchase the asset. All in all, the time-frame for groups to put together their bids is six months starting from the time the asset owner informs the Council of their intention to sell the asset.

#### **Step 4: The point at which the asset is to be sold**

The six month window of opportunity is only for eligible community interest groups to put their business plans together and gather necessary funding. Once the six month window has expired, the asset owner is free to sell their property to who they want. They are under no obligation to sell the asset to any eligible community interest group or groups who bid to purchase the asset.





**Nomination Form**

Ref.....  
(for Council use)

<b>Section 1: About You</b>	
<b>Title</b>	
<b>First Name</b>	
<b>Surname</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Telephone number</b>	
<b>Email address</b>	
<b>Your relationship to the nominating organisation</b>	

<b>Section 2: About your Organisation</b>		
Please provide evidence that you are eligible to make a nomination. See the Appendix for information about who can nominate.		
<b>2.1 Name of organisation</b>	Baildon Town Council	
<b>2.2 Organisation type</b>	<b>Place a cross against all those that apply</b>	<b>Registration number of charity and/or company (if applicable)</b>
Neighbourhood forum		
Parish Council	<b>X</b>	
Charity		
Community interest company		
Unincorporated body		

Company limited by guarantee		
Industrial and provident society		
<p><b>2.3 Number of members registered to vote locally</b> (unincorporated bodies)  In the case of an unincorporated body, at least 21 of its individual members must be registered to vote locally. If relevant, please confirm the number of such members and provide the names and addresses of 21 members registered to vote locally. If they are registered to vote in the area of a neighbouring local authority, rather than in Bradford District, please confirm which area that is.</p> <p><b>N/A</b></p>		
<p><b>2.5 Local connection</b>  Your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Bradford Council or a neighbouring local authority. In some cases this will be obvious, e.g. an organisation whose activities are confined to the city. If it is not obvious, please explain what your organisation's local connection is.</p> <p><b>N/A</b></p>		
<p><b>2.6 Distribution of surplus funds</b> (<i>applicable to certain types of organisations only</i>)  If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that any surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (i.e. within the administrative area of Bradford or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.</p> <p><b>N/A</b></p>		
<p><b>2.7 More about your organisation</b>  What are the main aims and activities of your organisation?</p> <p><b>Local town council – to represent the interest of the residents of Baildon.</b></p> <p>If your organisation isn't a registered charity or company please provide evidence of its status such as trust deed, Articles of Association, constitution where appropriate.</p>		

### 3. Details of the land or building(s) that you are nominating.

Please provide information which helps to clarify the exact location and extent of the asset being nominated. This could include:

- Where the land is registered, the Land Registry Title Information document and map with boundaries clearly marked in red (less than one month old). Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.
- A written description with ordinance survey location, and explaining where the boundaries lie, the approximate size and location of any building/s on the land and details of any roads bordering the site.

***If the boundary is not clearly defined you may be required to submit further evidence prior to your nomination application being accepted.***

- A drawing or sketch map with boundaries clearly marked in red – websites which might help you in plotting boundaries include: <http://maps.google.co.uk>

<b>Name of the asset</b>	<b>Jenny Lane Recreation Ground – parcel two of two sections rented by Baildon Rugby Club</b>
<b>Address or location of the asset</b>	<b>Jenny Lane, Baildon, Shipley BD17 6SH</b>
<b>Description of the asset and its boundaries</b>	<b>As per attached map, this area of land leased currently by Baildon Rugby Club.</b>

### 4. Owners and others with an interest in the building or land

Please supply the following information. If any information is not known to you please say so.

<b>Current owner's name and address (if known)</b>	RC Diocese of Leeds Hinsley Hall, 62 Headingley Lane, LEEDS, LS6 2BX
<b>Current leaseholder(s) name and address</b>	<b>Baildon Rugby &amp; Cricket Club</b> Heygate Lane, Jenny Lane, Baildon, Shipley BD17 6SH
<b>Names and addresses of all current occupants of the land</b>	<b>As above</b>

**5. Reasons for nomination ; Why you think the land or building is of community value**

*Please note that the following are not able to be assets of community value:-*

- *A building wholly used as a residence, together with land "connected with" that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.*
- *A caravan site.*
- *Operational land. This is generally land belonging to the former utilities and other statutory operators.*

**5.1 Does the use of the asset currently further the social wellbeing or social interests\* of the local community, or has it done so in the recent past? If so, how?**

*\* These could be cultural, recreational and/or sporting interests – please say which one(s) apply.*

This part of the grounds is primarily used for the training of the tenants junior rugby teams and for Baildon Trinity Athletic soccer club and, in addition, used by many individuals and family groups for numerous recreational purposes throughout the year. The area is also used by the annual Town Carnival in July and Harley Davidson gathering in August with the permission of the tenant.

**5.2 How could the building or land be acquired and used in future?**

*If it is listed as an asset of community value, community interest groups (not limited to your organisation) will get the opportunity to bid for it if it comes up for sale. Please set out how you think such a group could fund the purchase of the building or land, and how they could run it for the benefit of the community.*

**The Town Council (in partnership with its voluntary/community sector partners) can access five principal sources of funding for the purchase and maintenance of Jenny Lane recreation ground:**

**Parish Precept (Local Tax)**

**Grant Aid**

**Donations/Subscriptions/Sponsorship**

**Commercial Activity (including contracts to provide services)**

**Borrowing**

The Town Council would want to see the asset used as it is now, as open green space and a recreation area.

## 6. Submitting your nomination

### 6.1 What to include

- Your organisation's constitution, Articles of Association or Trust Deed (section 2.7)
- Your sketch plan of the asset that you are nominating (section 3).

### 6.2 Signature

By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.

Signature.....✍

Date.....



City of Bradford Metropolitan District Council

**ESTATES and PROPERTY**

[www.bradford.gov.uk](http://www.bradford.gov.uk)

2nd Floor Argus Chambers, Britannia House, Bradford, BD1 1HX

Crown Copyright, Reproduced from Ordnance Survey Mapping with permission from H.M.S.O.  
0100019304 SE1539

Scale  
1/1250@A4

Date  
10-04-2017

Plan No.  
DCB J-005-014

NSG

