

# Community Right to Bid

## Nomination Form



The purpose of the Community Right to Bid legislation is to give communities a right to identify a property that is believed to be of value to their social interests or social wellbeing and gives them an opportunity to make a bid to buy the property on the open market if the property owner decides to sell. If your community group or organisation wants to nominate a building you should complete the following form.

Completed application forms should be returned to:

Strategic Planning  
Harborough District Council

Telephone Number: 01858821160

E-mail: [planningpolicy@harborough.gov.uk](mailto:planningpolicy@harborough.gov.uk)

### Section 1: Information about the property to be nominated

Name of Property	
Address of Property	
Postcode	
Property Owners Name	
Address	
Postcode	
Current Occupiers Name	

### Section 2: Information about your Community Organisation

Name of Organisation			
First Name:		Surname:	
Position in Organisation			
Email Address			
Address			
Postcode			
Telephone:		Mobile:	

### Section 3: What is your Organisation? (please tick)

<input type="checkbox"/>	Constituted Community/Voluntary Group	<input type="checkbox"/>	Parish/Town Council
<input type="checkbox"/>	Neighbourhood Forum	<input type="checkbox"/>	Un-constituted Community Group
<input type="checkbox"/>	Industrial & Provident Society	<input type="checkbox"/>	Community Interest Company
<input type="checkbox"/>	Company Limited by Guarantee	<input type="checkbox"/>	Charity

How many members do you have (this is particularly important for un-constituted community groups)?

### Section 4: Supporting Information for Nomination

Any information entered in this section may be copied and passed onto the owner of the property you are nominating.

Why do you feel the property is an asset of community value? Please give as much information as possible.

### Section 5: Information about future Use

If you were successful in securing this property, what would your organisation use this building for? Please give as much information as possible.

### Section 6: Boundary of Property

What do you consider to be the boundary of the property? Please give as much detail as possible (please include a plan).

### Section 7. Attachment Checklist

<input type="checkbox"/>	Copy of group constitution (if you are a constituted group)
<input type="checkbox"/>	Name & home addresses of 21 members registered to vote in nomination area (if group is not constituted)
<input type="checkbox"/>	Site boundary plan

## Section 8. Declaration

I confirm that I have the authority to submit this nomination on behalf of the relevant body and that to the best of my knowledge the information contained in the application is complete and accurate.

Signed

Position in the organisation

Dated (dd/MM/YYYY)

### **How we will use your information**

The Council is collecting your information in order to assist the delivery and provision of services to you.

The information you have supplied will be used for assessing and designating Assets of Community Value.

Your information may be shared with other Council departments or partners such as the asset owner or other parties with an interest in the asset.

Your information will be held in accordance with the Council's Document Retention and Disposal Policy and we will only ask you for as much information as is required to respond to your enquiry or service need.

**Assets of Community Value operates under Chapter 3 of the 2011 Localism Act and the Assets of Community Value (England) Regulations 2012.**

For further information on how your information is used, how we maintain the security of your information, and your rights to access information we hold about you, please contact:

Harborough District Council, The Symington Building, Adam & Eve St, Market Harborough LE16 7AG or [FOI@harborough.gov.uk](mailto:FOI@harborough.gov.uk) or [complaints@harborough.gov.uk](mailto:complaints@harborough.gov.uk)