

East Devon District Council

Transfer of an Asset owned by the Council to a Community Group by way of Community Asset Transfer Initial Expression of Interest Form

Please fill in this Initial Expression of Interest (EOI) if you want to be considered by East Devon District Council (EDDC) to take over a building or area of land owned by EDDC to run an asset or service of benefit to your community.

Before you start.....

Helpful tips:

In completing your EOI it is important for you to consider:

- the real purpose behind your activity – any benefit to the community – and not just describe the activity you want to do;
- how you will demonstrate there is real local need for what you intend to offer;
- if there are other assets within your community which already offer the same activities;
- what skills and experience you need to have to reach your goals;
- how you will raise the funds to meet your expenses.

N.B. if you do not want to run a community service from the building or land it does not mean that you will not be considered – it only changes the type of transfer which applies. (see Type of Asset Transfer below)

Please indicate the type of transfer you are considering:

The Council can transfer a building or land it owns to an individual or group in a number of ways. You can consider what would suit you best for consideration by the Council. *(it is possible to select more than one box)*

- Sale – at full market price (the “going rate”)
- Sale – at a discounted price (subject to approval and conditions)
- Lease – taking all responsibility for the asset for a set period of time. A rent – on top of the running costs – may be charged.
- Hire – casual use paying only for the time occupied.
- Free Transfer, subject to conditions (also known as a Community Asset Transfer) – can be below the “going rate” or free. **Only available for community use.**

Please email this Initial Expression of Interest form to:

property@eastdevon.gov.uk or alternatively, post it to: Estates Team, Place,
Assets & Commercialisation, East Devon District Council, Blackdown House,
Heathpark, Honiton, EX14 1EJ

If you have any further questions, please call: 01395 571738

Asset Transfer - Initial Expression of Interest

1. You or Your Organisation's name and address:

Name of group:	Ottery St Mary Town Council
Address: (include Postcode)	The Old Convent, Broad Street, Ottery St Mary, EX11 1TG

2. Who is the main point of contact for this application?

Name:	Dean Stewart
Position in group:	Town Councillor
Phone number:	07834 343667
Email address:	dean.stewart@otterystmary-tc.gov.uk
Address: (include Postcode)	The Old Convent, Broad Street, Ottery St Mary, EX11 1TG

3. Your status

- Parish or Town Council
- Registered Charity
- Company Limited by Guarantee
- Community Interest Company
- Development Trust Association
- Private individual
- If other please state: _____.

4. Please provide further information to confirm that your organisation is a relevant body (e.g. company registration number or charity registered number). If your organisation is not formally constituted, please give details of the type of organisation/legal structure you intend to use and timescales involved in setting this up (N/A if proposal is from a Town or Parish Council).

Ottery St Mary Town Council

5. Please outline name and location of Council asset/s identified?

Name and Address: (include Postcode)	1. Land of Canaan Park, Car Park and other areas ASSETNO: 45/02781 2. Verge at Windrush/Millcroft
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6. Who is your local East Devon District Councillor(s)? Have they been informed of this proposal?

Vicky Johns (yes), Peter Faithfull (yes), Geoff Pratt (no) in attendance at 5th Dec 2023 Council meeting

7. Which Council services does your organisation support/work with:

(please provide manager name if known)

Fully engaged with all departments of EDDC

8. Why do you want this asset?

- Land of Canaan is central to our parish and is the only open green space in the centre of town. We are planning to invest over £50,000 into the area from S106 money and council to fund a new bridge, a "bandstand" type building and a shelter. We would also be responsible for maintenance and upkeep of the structure. We are keen to develop the Community Orchard. We would install a significant number of electric vehicle charging points and we are also exploring projects with electric bikes, car sharing, solar panels etc. We would also like to explore opportunities for using the park area for more events, and provide some form of catering outlet to encourage people to use the open space in the post covid era.
- Verge at Windrush/Millcroft - To increase biodiversity and to reduce the number of grass cuts each year (and the costs). It can allow native plant species to thrive, and in some areas additional steps can be taken to prepare the ground, sow native wildflower seeds and more proactively encourage their growth. This also encourages wildlife and eco-systems to thrive including bees

9. Please describe your vision for the future use of this asset:

1. Land of Canaan - A green open community space in the heart of the town where people sit and wait awhile, with an ice cream or a picnic, the starting point on a journey to either use an Ottery bike to explore the local villages and riverside lanes, or to walk up into town and explore the new museum, the independent shops, the art and craft centres and the town's facilities. Ottery has never made the most of the tourist opportunities with Coleridge, Tar Barrels and Pixie Day we have a unique and very much alive history and culture. To have our own park would allow a more cohesive and structured town plan. An outdoor meeting area controlled and managed by the Town Council would complement the Ottery Hub youth and community centre offering indoor activities.
2. Verge at Windrush/Millcroft
As an aesthetically pleasing addition to the landscape which will aid the Council's policy for biodiversity and contribute to increasing plants and wildlife

10. Please explain why this asset is suitable for the intended purpose:

1. Land of Canaan - It is the only green space in Ottery St Mary and is central in the town.
2. Verge at Windrush/Millcroft
It is a grass verge which is currently costing money in grass cutting charges and is serving no useful purpose. The Council's plans for the verge will encourage biodiversity which is so important when plant and wildlife numbers are dwindling significantly

11. How will this benefit the local community?

1. Land of Canaan - Today the space is rented out to groups who want to put on large events. There is a playpark. Other than that there is no active day to day management to make the park a formal garden area. The lamps owned by EDDC have not worked for nearly two years, EDDC removed the bridge connecting the Tumbling Weir to the park and the plans for planting and landscaping have been put on hold during the pandemic. We would want to allow ad hoc events using our new "bandstand" as well as regular events in the park. We would want to encourage people to socialise outdoors to limit any resurgence of Covid, and provide more seating, food and drink availability and more local promotions.

2. Verge at Windrush/Millcroft

As stated at para 10

12. Please describe any evidence of community need undertaken to-date:

1. Land of Canaan - Ottery St Mary's Neighbourhood Plan references Land of Canaan (3.12, 3.27, 7.29, and in the Community Asset List) and recommends that all green space is protected, enhanced and promoted for the community. The Council is often approached by residents asking for the park to be improved, upgraded or brought up to the facilities of parks in other local towns.

2. Verge at Windrush/Millcroft

No canvassing has taken place as yet

13. How do you propose to ensure the financial sustainability of the asset/s:

1. Land of Canaan - We have already committed £50,000 of S106 money to building new structures, and the Council has committed to the maintenance and upkeep of the park area. We would like to investigate the financial viability of the car park area, not to maximise profits but to contribute to costs while allowing us to make giant contributions to the Town Council's Climate Action Plan, and Carbon Policy, by ensuring electric vehicle charging points and other environmental initiatives can be carried out in the Town Centre. The Council has substantial monies in reserve and whilst it owns several buildings in the Town Centre it does not own any open green land available to be used by the Community.

2. Verge at Windrush/Millcroft - Minimal costs are envisaged

The information you provide in this form and any referenced supporting material will be the basis upon which the Council decides whether to progress to asking you to provide a full business case. If any information provided is beyond the scope of the information requested here, it will not be used as grounds to accept or reject your EOI and may not be considered.

- All information provided should be clear and concise.
- Responses to the questions and supporting materials can either be:
 - Inserted in the boxes below each question;
 - Attached as a Schedule to the form; or
 - A link to an embedded Word document can be inserted in each box
- All responses and supporting materials must be fully cross-referenced.
- If a possible transfer is identified as a result of completing this form, a more detailed business case will then need to be completed.

Please note: Include standard wording on GDPR

By signing your name here (if submitting by post) or typing it (if submitting electronically) you are confirming that:

- The responses to the questions set out in this form and the supporting materials are accurate.
- The information provided will be used to assess your organisation's proposal to provide or assist in providing the relevant service.
- You are authorised to sign on behalf of your organisation.

Signature:	<i>dean Hunt</i>	Date:	7/2/2023
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