

Brentwood Borough Council

Assets of community value

Nomination form

For including land on the List of Assets of Community Value

Community Right to Bid - Assets of Community Value Regulations 2012

Please ensure that you provide adequate and accurate information to enable Brentwood Borough Council to make a decision on your nomination. You may attach photos, maps, plans and other documents to help us correctly identify the asset and to support your nomination. For information and guidance about how Brent Council considers nominations for assets of community value, please visit WEB PAGE link

Completed forms should be sent either via email to localism@brentwood.gov.uk or by post to:

Community Assets Register
Brentwood Borough Council
Town Hall
Ingrave Road
Brentwood
Essex
CM15 8AY

1. About your Organisation

a) Contact Details

Name of your organisation:	<input type="text" value="Shenfield & Hutton (morning) WI"/>
Address:	<input type="text"/>
Name of Contact Person:	<input type="text"/>
Phone:	<input type="text"/>
Email:	<input type="text"/>

b) Eligibility for applying

To be eligible to nominate a community asset for listing, you must be a voluntary or community body:

- A neighbourhood forum
- An unincorporated body whose members include at least 21 members and does not distribute any surplus it makes to its members
- A charity
- A company limited by guarantee which does not distribute surplus to members
- An industrial and provident society which does not distribute surplus to members
- A community interest company.

Also please demonstrate how a 'local connection' exists namely how your organisation's activities are wholly or partly concerned with the local authority's area or with a neighbouring borough's area.

In the case of an unincorporated body, company limited by guarantee and an industrial and provident society, these have a 'local connection' if any surplus generated is applied for the benefit of the borough, or a neighbouring borough.

In the case of an unincorporated body it has a local connection if the body has 21 local members, namely persons who are on the register of local government elections for Brent, or a neighbouring borough.

1. If you are an incorporated organisation please describe the legal form of your organisation including registration number(s) where applicable (e.g. company limited by guarantee, charitable organisation, community interest company etc.)

Organisation Type:	Charity
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Registration Number(s):	291804
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2. If your organisation carries out activities for profit please describe below how you use the surplus that is generated.

Shenfield & Hutton (morning) WI is a charity – everything it does must be compatible with that special legal status.

As a charity, it is active in the Shenfield & Hutton community and raises money for other charities.

It does not carry out activities for profit.

3. If you are an unincorporated organisation please describe below what provisions are made for community benefit in your constitution:

Shenfield & Hutton (morning) WI is a charity – it is not an unincorporated organisation.

4. Please describe how your organisation has a local connection to the area where the asset has been identified:

Shenfield & Hutton (morning) WI is a branch of the national Women's Institute (WI). The national WI is the largest voluntary women's organisation in the UK.

The branch operates in the Shenfield & Hutton area and has 113 members living locally.

2. About the Asset

- a) Please give your reasons why Brentwood Borough Council should include the land on its List of Assets of Community Value

In order to list land or buildings the Council must be of the opinion that:

1. An actual current use of the building or other land (which is not ancillary use) furthers the social wellbeing or social interests of the local community and
2. It is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.

Or

3. There is a time in the recent past when an actual use of the building or other land (that was not an ancillary use of the building or other land) furthered the social wellbeing or social interests of the local community and
4. It is realistic to think there is a time in the next five years (where there could be non-ancillary use of the building or other land) that would further (whether or not in the same way as before) the social wellbeing or social interests of the local community

Please provide information below which supports your nomination having regard to the test set out above.

Shenfield library is currently used as a community library. It has a footfall of about 300 people per week (75,000 visits pa) who use the premises as:

- Reading and book lending service. Usage is one of the highest in Essex. The library has 4,000 active users, supports 30 book clubs, had a summer reading challenge in which 35 staff and volunteers taught 900 children to read, provides books on prescription (mental health) and magazines/newspapers.
- Community centre which promotes family & community wellbeing and supports a safe & cohesive community. Examples include weekly baby massage; baby & toddler rhyme time twice a week; meditation group (three times a month); knit & natter (fortnightly); monthly art displays from local groups; coffee and crime (monthly); online/computer access; information about local clubs/societies; safe space for children to do homework; home tutoring and exam venue for excluded pupils; public consultation documents such as highways; Council recycling bags; hearing aid batteries.

b) Description of the nominated land including its proposed boundaries

Shenfield library, Hutton Road, Brentwood CM15 8NJ.

Its boundaries are the public pavement on three sides and fencing with concrete posts and timber panels to the rear.

The building has steps and ramp access to a lobby area (currently with 7 desks, 6 computers and 6 chairs) with access to a meeting room with cupboard and to the main library room. The main library room is a large area on two levels with multiple bookshelves and tables, ramp access between the levels and access to a large work/staff room. The work/staff room has access to two toilets, kitchen with sink, appliances and cupboards and ramp access to a car park. The car park has spaces for eight cars and a disabled person space. To the rear of the main library room there is a boiler room, store room and alleyway. To the front and one side of the library, there are lawned areas.

c) Names of current occupants of land

Essex County Council library services.

d) Names and addresses (or last known address) of all those holding a freehold or leasehold interest in the land

Essex County Council, County Hall, Market Road, Chelmsford CM1 1QH