**Bonsall Court: Expression of Interest Form**

Chesterfield Borough Council is seeking expressions of interest from local voluntary and community groups, to take on a three-year lease of the communal space located on the ground floor of Bonsall Court, Newbold. The premises include a large room, kitchen and WC facilities.

The community group taking over the lease will be required to:

* Deliver a wide range of benefits to residents, taking an inclusive approach that meets the diverse needs of the community
* Have a clear constitution and demonstrate good governance and a sustainable delivery model
* Fulfil all health and safety and safeguarding requirements
* Allow Council employees access to undertake safety and compliance checks
* Allow the Council to book the premises as and when required, for example for community engagement meetings
* Allow other local organisations to book the premises as and when required
* Comply with all other requirements set out in the Council’s lease agreement

This expression of interest form should be completed and emailed to jane.davies@chesterfield.gov.uk by no later than midnight on Sunday 20th April.

Any questions should be directed to vanessa.watson@chesterfield.gov.uk and Nicola.fletcher@chesterfield.gov.uk

They will also be able to open the premises for a viewing, should any interested parties wish to make an appointment.

**Organisation’s name and address**

Name of organisation:

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Registered address including postcode:

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**Contact details**

Contact name:

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Position in organisation:

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Address including postcode (if different from above):

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Daytime telephone number:

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Email:

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**Type of Organisation**

Is your organisation:

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| --- | --- |
|  | Registered charity |
|  |  |
|  | Company limited by guarantee which does not distribute any surplus it makes to its members |
|  |  |
|  | Social enterprise |
|  |  |
|  | Community interest company |
|  |  |
|  | Constituted community group |
|  |  |
|  | Other |

If other, please specify:

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Please provide information about how you plan to use Bonsall Court, and the benefits you will bring to the community. You should include details of how you will ensure an inclusive approach that recognises the diverse needs of our community. Please also supply details of any previous experience of delivering similar services, and how you will ensure your model is sustainable, both financially and environmentally.

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Please provide any further information in support of your expression of interest:

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**Submission**

Name:

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Date:

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|  |

Signature:

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Data protection statement:

We will process the information provided in accordance with the Data Protection Act for the purpose of administering the management of the premises. The information will be destroyed after 6 years. Name and contact details provided will be shared with the owner of the asset.

The information provided will be subject to the Freedom of Information act, but personal information (names and contact details) will not be released in response to Freedom of Information requests.