

Expression of Interest Form

**Edgar Hall,
(formerly St John
Ambulance Building)
Anstey Lane, Alton,
GU34 2NB**



Following the decision made by St John Ambulance to end their lease on their building located at Anstey Park, the Town Council is seeking expressions of interest from local groups, charities, businesses and organisations who would like to be considered as tenants for the building.

The building will be available for a new tenant to occupy from 1st December 2022 onward. Any organisation interested in the building is asked to complete this form and submit back to the Council by 26th October 2022, ready for evaluation and recommendation to Council.

The Council must be satisfied that any business, charity, voluntary group or organisation is properly constituted and managed and as such a copy of the organisation's constitution or equivalent shall be submitted with the application along with the most recent set of audited accounts.

The Council has a legal duty to obtain the best consideration for the building but is also very keen to find a tenant who can add real value to the local community through its service provision. A recent market appraisal puts a commercial figure of rental in the region of £30,000 per annum on the building. However, the Council is able to consider leases (or a sale) at less than this figure in accordance with the General Disposal Consent (England) 2003 where it is satisfied that the proposed use to which the property will be put assists in achieving the Council's objectives and in excess of that currently provided. *[Please note this only applies to leases in excess of 7 years or a sale of the building; the council is free to accept below market rent on any leases below 7 years without satisfying the above principle.]* Potential tenants are therefore asked to expand upon the community value of their organisation to the local community where a low rental value is being proposed.

Please return the completed form and any supplementary information to townclerk@alton.gov.uk

A copy of the building survey, details of the current rateable value, EPC and photographs are included with this form.

Section 1 Your Contact Details

Organisation Name:	
Contact:	
Email address:	
Telephone number:	
Postal address:	
Where is your organisation currently based and is there a notice period to end the tenancy?	

Section 2 Basis of Interest

Lease of whole building: (delete as appropriate)	YES/ NO*
Preferred length of lease:	Years
Annual rent offered:	£
Type of Lease: (delete as appropriate)	Full repairing/non-repairing/either
*If you have answered NO to the question above, please provide details in the Outline of Proposal section of the group/organisation/business you would be looking to share occupation with.	
Purchase of building	
Purchase of building: (delete as appropriate)	YES / NO
If you have answered YES to this section, valuation particulars will be sent to you under separate cover.	

Section 3 Outline of Proposal

Please provide as much detail as possible, using the space below or include as a separate document.

Scoring Matrix.

The following criteria and weightings will be applied in the evaluation of the application.

- 1) Applications where the proposed tenant can demonstrate a community benefit to the people of Alton will score well for that section of the evaluation.
- 2) Applications where the proposed tenant is prepared to take a full repairing lease will score highly for that section of the evaluation
- 3) Applications where the level of rent offered for the building satisfies the “best consideration” criteria will score highly for that section of the evaluation.

Evaluation Criteria Breakdown	Means of Evaluation
Community Benefit	30 %
Type of tenure	30 %
Rent offered	40 %