



**South
Derbyshire**
District Council
Planning Services

Partnership Schemes in Conservation Areas(PSiCAs) Swadlincote Conservation Area

funded jointly by English Heritage, South Derbyshire
District Council and Derbyshire County Council

application form



We strongly recommend
that you speak to your
Council contact before
starting to fill in this form.

Important notes: please read carefully before filling in this form.

- i) This application should be accompanied by two copies of the specification and (if necessary) drawings of the proposed works. Estimates based on the specification and drawings must be provided, copies of which should also be supplied. Your grant will be based on the eligible works detailed in the chosen priced specification. Suitable photographs of the building(s) are also required.
- ii) No work may be started until written approval is given, or you will not be eligible for grant.
- iii) If a grant is offered, it will normally include a condition that, if the building is sold within three years, the grant may be recovered.
- iv) Where a grant is offered for repair works costing £20,000 or more in total, you must employ a competent professional with relevant specialist conservation knowledge, ability or experience. He or she will analyse the site, plan and specify the work, and inspect and certify the work while it is in progress and after it is completed. Unless otherwise agreed this professional must be a conservation-accredited architect or a RICS conservation-accredited building surveyor.
- v) Three tenders must be obtained for eligible works of a value exceeding £5,000 (unless agreed in writing beforehand with the Council).

For further detail or if you have any queries please contact the District Planning Office using the details on the back page.

1. Property for which grant is sought

1.1 Name of property:

1.2 Full address:

..... Postcode:

2. Applicant details

2.1 Name of applicant, i.e. person(s) or body with legal responsibility for repairs. *You must give the details of all owners if the property or any part of it is jointly owned by one other individual or organisation.*

.....

2.2 Address:

..... Postcode:

Daytime phone no: Fax no:

E-mail address:

2.3 Nature of interest (i.e. freehold, leasehold, tenancy, etc):

If leasehold or tenancy, please also state in what year it will expire:

2.4 Please give date of acquiring interest:

If inherited, you need only state when and how long the property has been in your family.

3. Contact points

3.1 Name of person to act as the point of liaison with the Council:

If the same as 2.1 on the opposite page, put a line through this question.

Address:

..... Postcode:

Daytime phone no: Fax no:

E-mail address:

3.2 Name of architect and/or other professional advisers for the repairs:

.....

If none has been appointed, please speak to the Council contact before submitting the application.

Address:

..... Postcode:

Daytime phone no: Fax no:

E-mail address:

4. Type of project for which grant is sought

4.1 Summary and nature of repairs/project:

.....

.....

4.2 What is (a) the present use of the building and (b) the proposed use after repair?.....

.....

4.3 Total estimated project cost (excluding fees and VAT):

4.4 Estimated grant eligible cost (excluding fees and VAT):

4.5 Is VAT likely to be recoverable or zero-rated on any part of the project? **yes / no**

If yes, please give details:

4.6 If you have already retained an architect or other advisers for your project (see 3.2):

What percentage will fees be charged at?

5. Other funding

5.1 Have you applied to any other sources for a grant or loan towards this project? **yes / no**

If yes, please give details of these other sources, and the amount and type (e.g. grant or loan) of funding you are applying for in the tables overleaf ...

Source of funding	Amount applied for	Type of funding

5.2 Have any other grants or loans from other sources been awarded for the works outline in section 4.1? **yes / no**

If yes please state the amount of grant or loan and any time limits attached to the grant or loan

Source and type of secured funding	Amount of funding awarded	Time limits attached to secured funding

5.3 Is the property currently receiving any other forms of grant aid? **yes / no**. If yes please give details of the grant including the amount.

Source of current grant	Date of grant award	Amount of grant

6. Public benefits of project

6.1 Your project will provide some economic benefits beyond the physical repair of the building. Please provide a brief statement describing what social and/or economic regeneration benefits your project will provide. *This question is aimed at identifying benefits such as employment opportunities after project completion, new or improved commercial or residential floorspace, regular and/or wider use of the building for community activities etc.*

Please give brief details:

.....

7. Signature

The completed form must be signed here by the applicant at 2.1 above. If the applicant is two or more individuals (e.g. if the property is jointly owned), all should sign. If the applicant is a body, an authorised member of that body should sign and should name his or her post in the body.

I confirm that the information on this application form and the supporting information enclosed is true and complete to the best of my knowledge.

Signature(s)

Name

Date: Post held (For bodies only):

PSiCA application form 2011

Contact: Conservation & Heritage Officer, Community and Planning, South Derbyshire District Council, Civic Offices, Civic Way, Swadlincote, Derbyshire, DE11 0AH. Telephone: 01283 595936.

If you need this publication in another language, Braille, large print or in audio format please contact us. Phone: 01283 595795.