

18th April, 2012

Dear Resident

Application Form for affordable housing at Station Terrace and Blakes Close (off The Sidings), Delabole, Cornwall.

You have expressed an interest in purchasing one of the affordable homes currently under construction at the above site. The homes are being provided by Camelot Country Community Interest Company (CIC) which is a locally based not for profit Community Land Trust. The project comprises 10 x 3 bedroom houses to be sold from £124,000 to £124,995 each, and 4 x 2 bedroom houses to be sold at £103,000, if purchased direct through Camelot Country CIC. The new homes for sale will be completed by the end of June, 2012.

we will vet applicants for the homes for sale and ensure that they remain affordable for local people in need in perpetuity. At this stage we would like local people in need of housing and are interested in purchasing a home at the scheme to complete an application form so you can be shortlisted for it.

The new homes will be sold Freehold but will be subject to a resale covenant which incorporates a legal agreement called a S.106 Agreement. This will ensure the properties remain affordable for local people in the long term. For example, if a 2 bedroom home is bought for £103,000 and the open market valuation is £140,000 this would equate to a sales cost of 73.6% of the open market valuation. If in future this property was then sold to another qualifying household, it would be sold at 73.6% of the open market value at that time. The Open Market Valuations (OMVs) for the initial sales will be confirmed by a Chartered Valuation Surveyor three months prior to completion. The proposed sales prices are well below the current affordability ceiling prices that are allowable under the S.106 Agreement. There are other restrictions which are contained within the S.106 Agreement which are described in the qualification section below, and these are controlled by the Community Land Trust by resale covenants plus a pre-emption clause in the sales agreements.

Please let me know if you would like a copy of S.106 Agreement and/or example of the draft sales transfer. A more detailed sales pack will be issued in the very near future.

The new homes are built to a high specification, and will be to Code for Sustainable Homes Level 3, plus dedicated parking spaces. All the homes have a 12 year NHBC Guarantee.

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How to qualify for the new homes

To qualify for one of the new homes, an applicant **must** meet the following **essential** housing need and local connection criteria:

Be in need of housing

This means that an applicant with a local connection must be able to demonstrate that they currently occupy accommodation which is unsuitable and it is agreed by the Council that their income is too low to buy in the open market within the Locality appropriate to their circumstances. The Council stipulates a maximum gross income of £30,000 per annum for a single person household and £40,000 for a multiple person household, but any variances of up to 10% will be referred to the Council for a decision.

Have a Local Connection

This means that applicants must be able to demonstrate they have a local connection with the “Locality” i.e. the Parishes of St Teath, Tintagel, Forrabury & Minster, Camelford, Michaelstow, St Tudy, St Kew and St Endellon by being at least one of the following:

- 1). Persons who have been permanently resident in the Locality for the last three years or for a continuous period of five years at some time in the past;
- 2). Persons not resident within the Locality but employed in the Locality on a permanent basis within the last three years and who need to live close to their employment;
- 3). Persons who can demonstrate a close family connection to the Locality for the past five years and where a caring dependency relationship can be established.

Further information about how applicants will be prioritised (if there are too many applications received) is explained on the enclosed application form. Applications need to be returned to me at the address on the form.

Yours sincerely

Andrew Shaw
Chairman, Camelot Country CIC
admin@camelotcountry.co.uk

First stage application form for the Affordable Housing Scheme at Blakes Close, (off the Sidings), Delabole, Cornwall

If you are interested in applying to purchase one of the above new homes please complete the following first stage application forms and submit it to:

Andrew Shaw
Chairman, Camelot Country CIC
Deli Farm
Delabole
Cornwall, PL33 9BZ
admin@camelotcountry.co.uk

Please be aware that all information provided will be viewed by Camelot Country CIC and Cornwall Council only in order to select eligible households. Your personal details/circumstances will be kept confidential. Applicants may be contacted if clarification is necessary or further information is required to support your application.

Selection procedure

If in the event there are too many applications received that meet the essential criteria, selection will be based firstly on connection with the Parish of St Teath and secondly on the basis of date order of the application, and so the date and time of receipt of each application will be recorded and validated.

All applicants will be notified as soon as the initial selection procedure has been completed and approved applicants will then receive a sales pack. The packs include a sales reservation form provided by our solicitors and applicants must then obtain mortgage offers in principle prior to completing a sales reservation form for an individual plot. There will be a non-returnable reservation deposit at that point of £500.00 which will be deducted from the sale price at completion.

About you and your household

Your Name/s	Present Address	How long have you lived here?	Contact numbers
			Home: Work: Mobile:

Household Member relationship to you (e.g. wife, son, daughter, etc.)	Male or Female	Age
1 Yourself		
2		
3		
4		
5		
6		

Is this a single or joint application? Single ___ Joint ___

How would you describe your current tenure?

Privately renting	
Currently living with family	
Currently living with friends	
Renting from the Council/Housing Association	
Homeless	
Other (please state)	

If you have lived in your current accommodation for less than 3 years please provide your previous address/addresses.

Please confirm whether or not you are a first time buyer.

1. Meeting the essential Criteria- Finances

This information will be used to make an initial assessment of whether you are unable to purchase on the open market but to make sure you will be able to afford the repayments based on your current circumstances. In order to assess this we will take into account your gross income and outgoings as well as any savings you have and/or outstanding loans.

Total gross annual income from employment or self employment	
Total annual income from any state benefits you receive	
Total annual income from any additional income, e.g. benefits/allowances, pensions	
Total savings/capital	
Total of outstanding loans and monthly repayment	

Please provide the name and address of your employer or your business and the nature of the work

Have you applied for/ or sought advice on mortgage in the last 12 months?

Yes ___ No ___

If yes, how much are you able to borrow? _____

If you have not enquired about a mortgage previously, it would be advantageous to seek advice from a mortgage lender or independent financial advisor. It may prove useful to take a copy of the legal agreement with you when you seek

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advice as lenders will be interested in the affordable housing restrictions. Copies of the legal (S.106) agreement and draft sales transfer will be available on request.

2. Meeting the essential criteria: - connection with the Locality.

Do you meet some/any/all of the following criteria for the Locality which includes the Parishes of St Teath, Tintagel, Forrabury & Minster, Camelford, Michaelstow, St Tudy, St Kew and St Endellon (if you are a joint applicant only the person with the longest connection should complete this)?

	Please tick the statement/s which apply?	How long is your connection?
(1). Persons who have been permanently resident in the Locality for the last three years or for a continuous period of five years at some time in the past;		
(2). Persons not resident within the Locality but employed in the Locality on a permanent basis within the last three years and who need to live close to their employment;		
(3). Persons who can demonstrate a close family connection to the Locality for the past five years and where a caring dependency relationship can be established.		

Preferences

Would you prefer (please tick):

- 2 bedroom home for sale at £103,000 _____
- or 3 bedroom home for sale at £124,000/£124,995 _____
- or may consider a 2 or a 3 bedroom home _____

Other information

If you would like to add anything to your application, which you think is important to state at this time, please add your additional comments in the space below.

Important information

Camelot Country CIC will only use the given personal data of all applicants for the purpose of processing your application for housing and will hold information in accordance with the Data Protection Act 1998.

All information you give us on this form will be shared with Cornwall Council only in relation to this application.

It is an offence to knowingly or recklessly make a false declaration or withhold information reasonably required in connection with your application and please note that each successful applicant will have to complete and submit a statutory declaration to the Council before completion of the house purchase.

Declaration

I/we can confirm that I/we have provided accurate and up-to-date information relating to my/our application.

I/we understand that if it is found that false information has been given to obtain housing either knowingly or recklessly, appropriate legal action may be taken.

I/we authorise Camelot Country CIC to share the information with Cornwall Council in relation to this application for the purposes of shortlisting applicants.

Signed _____

Date _____

Signed _____

Date _____

