

APPLICATION FORM

APPLICATION FORM FOR DEPOSITS UNDER SECTION 31(6) OF THE HIGHWAYS ACT 1980 AND SECTION 15A(1) OF THE COMMONS ACT 2006

Please read the following guidance carefully before completing this form.

1. *Guidance relating to completion of this form is available from <http://www.defra.gov.uk/rural/protected/greens/>. Please refer to these separate notes when completing this form.*
2. *Parts A and F must be completed in all cases.*
3. *The form must be signed by, or by a duly authorised representative of, every owner of land to which the application relates who is an individual, and by the secretary or some other duly authorised officer of every owner of land to which the application relates which is a body corporate or an unincorporated association.*
4. *In the case of land in joint ownership all the joint owners must complete paragraphs 2 and 3 of Part A and complete and sign the application in Part F, unless a duly authorised representative completes and signs the form on behalf of all of the owners of the land. Paragraph 3 should be completed in full to clearly explain the capacity of each applicant e.g. trustee, landowner's managing agent, executor.*
5. *'Owner' is defined in section 61(3) of the Commons Act 2006 and section 31(7) of the Highways Act 1980 and means, broadly, a legal owner of the freehold interest in the land.*
6. *Where the application relates to more than one parcel of land, a description of each parcel should be included in Paragraph 4 of Part A and the remainder of the form should be completed to clearly identify which statement and/or declaration relates to which parcel of land. This may require the insertion of additional wording. Multiple parcels of land should be clearly identified by coloured edging on any accompanying map.*
7. *A requirement of 'The Dedicated Highways (Registers under Section 31A of the Highways Act 1980) (England) Regulations 2007' is that the register of Declarations, Statements and Maps includes the address and postcodes of any buildings on the land to which a postcode has been assigned. Please ensure these details are provided in Paragraph 5 of Part A.*
8. *Where a statement or declaration required reference to colouring shown on an accompanying map or previously lodged map, the colouring must be clearly specified and must match that shown on the relevant map. For example, if a footpath is specified in Part C declaration as shown coloured brown, the accompanying map or previously deposited map referred to must reflect that colouring.*
9. *An application must be accompanied by an ordnance map, or (in respect of declarations under Part C or statements under Part D of this form) refer to a map previously deposited in accordance with the Commons (Registration of Town or Village Greens) and Dedicated Highways (Landowner Statements and Declaration) (England) Regulations 2013 or (if deposited before 1st October 2013) in accordance with section 31(6) of the Highways Act 1980. Any accompanying map must be an ordnance map at a scale of not less than 1:10,560 showing the boundary of the land to which the application relates in coloured edging.*
10. *An application must be accompanied by the requisite fee, please see Cambridgeshire County Council guidance notes for details. Please make cheques payable to 'Cambridgeshire County Council' and include the applicants name on the reverse.*

11. 'Appropriate authority' means (a) in relation to a map or statement deposited or declaration lodged under section 31(6) of that Act, an appropriate council (as defined in section 31(7) of the Highways Act 1980); and (b) in relation to a statement and map deposited under section 15A(1) of the 2006 Act, a commons registration authority (defined in section 4 of the Commons Act 2006 and section 2 of the Commons Registration Act 1965). Cambridgeshire County Council is both the appropriate council and the commons registration authority in the above instance.

PART A: Information relating to the applicant and land to which the application relates (all applicants must complete this Part)

1. Name of appropriate authority to which the application is addressed:

Highways Services
Cambridgeshire County Council
Asset Information, Box No STA2101,
Stanton Way depot,
Huntingdon,
PE29 6PY

2. Name and full address (including postcode) of applicant:

Cambridgeshire County Council,
Shire Hall,
Castle Street
Cambridge
CB3 0AP

3. Status of applicant (tick relevant box or boxes):

I am

- (a) ☐ The owner of the land(s) described in paragraph 4.
- (b) ☒ Making this application and the statements/declarations it contains on behalf of Cambridgeshire County Council who is the owner of the land(s) described in paragraph 4 and in my capacity as Group Asset Manager.

4. Insert description of the land(s) to which the application relates (including full address and postcode):

Shire Hall,
Castle Street,
Cambridge
CB3 0AP

5. Ordnance Survey six-figure grid reference(s) of a point within the area of land(s) to which the application relates (if known)
(NGR) TL445593

6. The deposit comprises the following statement(s) and/or declarations *Parts B, D*

PART B: Statement under section 31(6) of the Highways Act 1980

Cambridgeshire County Council is the owner of the land described in paragraph 4 of Part A of this form and shown edged in red on the map accompanying this statement.

No ways over the land shown edged in red on the accompanying map have been dedicated as highways.

PART D: Statement under section 15A(1) of the Commons Act 2006

Cambridgeshire County Council is the owner of the land described in paragraph 4 of Part A of this form and shown edged in red on the map accompanying this statement.

Cambridgeshire County Council wishes to bring to an end any period during which persons may have indulged as of right in lawful sports and pastimes on the whole or any part of the land shown edged in red on the accompanying map.

PART E: Additional information relevant to the application
(insert any additional information relevant to the application)

PART F: Statement of Truth
(all applicants must complete this Part)

WARNING: If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

By submitting an application for a deposit you are agreeing as landowner/on behalf of the landowner that appropriate officers of the Authority may enter the land in question if necessary for the purposes of posting notices on site and that these officers may erect notices in connection with the deposit on your/the landowners property.

I BELIEVE THAT THE FACTS AND MATTERS CONTAINED IN THIS FORM ARE TRUE

Signature (of the person making the statement of truth):

John Macmillan

Print full name: JOHN MACMILLAN

Date: 13/11/13

You should keep a copy of this completed form

Data Protection Act 1998 – Fair Processing Notice

The purpose of this Fair Processing Notice is to inform you of the use that will be made of your personal data, as required by the Data Protection Act 1998.

Cambridgeshire County Council is the data controller in respect of any personal data that you provide when you complete this form.

The information that you provide will be used by Cambridgeshire County Council in its duties to process applications to deposit statements, maps and declarations under section 31(6) the Highways Act 1980 and statements under section 15A(1) of the Commons Act 2006. The information you provide will also be used by Cambridgeshire County Council in its duty to update the registers in which details of such deposits are recorded under the Dedicated Highways (Registers under Section 31A of the Highways Act 1980) (England) Regulations 2007 and the Commons (Registration of Town and Village Greens) and Dedicated Highways (Landowner Statements and Declaration) (England) Regulations 2013.

Cambridgeshire County Council is required by the legislation above to maintain a register which holds information provided in this form, which can be inspected online or in person by members of the public on request. It may also be required to release information, including personal data and commercial information, on request under the Environmental Information Regulations 2004 or the Freedom of Information Act 2000. However Cambridgeshire County Council will not permit any unwarranted breach of confidentiality nor will they act in contravention of their obligations under the Data Protection Act 1998.