

**LITTLEBOURNE PARISH COUNCIL
APPLICATION FOR LOCAL NEEDS HOUSING**



Please complete this form as fully as possible if you wish to be considered for housing in Littlebourne. The information is intended to be shared with Canterbury City Council, Littlebourne Parish Council (the Councils) and the relevant housing associations - Southern Housing Group (List Meadows properties) and Sanctuary Housing Group (Court Meadows properties).

This form will be used to establish whether you have the required local connection to Littlebourne. If you do not complete the form you cannot be considered for certain properties in the parish which are let by housing associations. All information will be held in confidence. The form should be returned to Littlebourne Parish Council, c/o Clerk to the Council, Gail Hubbard, 7 Bifrons Road, Bekesbourne, Canterbury, Kent CT4 5DE

Please write legibly, in BLOCK CAPITALS, using black ink

1. LOCAL CONNECTION CRITERIA

[Indicate by putting a tick in the appropriate boxes which of the local connection criteria you meet – tick as many as possible and supply a supporting letter from Doctor, Justice of the Peace, Vicar]

a) *Currently resident in the Parish of Littlebourne (including Lackenden and Lee Priory)) having been so for a minimum of 10 years*

b) *Previously been resident in the Parish of Littlebourne (including Lackenden and Lee Priory)) having been so for a minimum of 10 years but had to move away from the Parish to secure affordable and/ or appropriate accommodation as there was no such accommodation in the Parish at the time,*

c) *Is the*

i) *mother or father*

ii) *son or daughter*

iii) *brother or sister*

of a family which meets the criteria set out in paragraph 1 above and whose application is evidenced by proof that continuing care to or for members of the family is necessary

d) *Applicants who have resided away from the Parish of Littlebourne (including Lackenden and Lee Priory) for a period exceeding 20 years shall not be considered eligible unless the application meets the criteria set out in paragraph 3 above.*

e) *Applicants shall provide written evidence of eligibility to the satisfaction of both the Association and the Parish Council*

2. PERSONAL DETAILS

[Applications should be submitted in joint names where appropriate]

	<i>APPLICANT 1</i>	<i>APPLICANT 2</i>
Surname		
First Name(s)		
Date of Birth		
Place of Birth		
Address		
Contact number		
Email address		

3. FAMILY DETAILS

[Please give details of each person, other than applicants 1 and 2 above, who will be living with you. Expectant mothers should include anticipated date of birth.]

Surname	First Name(s)	Relationship to applicant(s)	Date of Birth

4. LOCAL CONNECTION

	<i>APPLICANT 1</i>	<i>APPLICANT 2</i>
<ul style="list-style-type: none"> How long have you lived in the Parish of Littlebourne? 		
<ul style="list-style-type: none"> Please supply addresses of properties lived at/currently living in Littlebourne along with dates. <p>Please state reason for moving if you have moved away from village.</p>	<p><i>Address 1:</i></p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p><i>From:</i></p>	<p><i>Address 1 :</i></p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p><i>From:</i></p>

5. IF YOU HAVE LIVED AT MORE THAN ONE ADDRESS IN LITTLEBOURNE PLEASE LIST BELOW ALL THE ADDRESSES TOGETHER WITH DATES AND YOUR NAME AT THOSE ADDRESSES DURING THE 10 YEARS OF RESIDENCE IN LITTLEBOURNE

DATE FROM DATE TO
 NAME USED
 ADDRESS RESIDED

DATE FROM DATE TO
 NAME USED
 ADDRESS RESIDED

DATE FROM DATE TO
 NAME USED
 ADDRESS RESIDED

6. DETAILS OF ACCOMMODATION REQUIRED [Delete as appropriate]

HOUSE/ FLAT/ BUNGALOW

Number of Bedrooms: 1, 2, 3, 4,

7. Other Factors

	<i>APPLICANT 1</i>	<i>APPLICANT 2</i>
Place of employment		
Since:		

8 Are you on Canterbury City Council's Housing Needs list?

9 What is your Choice Based Lettings Registration number?

10 ADDITIONAL INFORMATION ABOUT YOUR HOUSING CIRCUMSTANCES

Please add any further information and / or supporting letter which might help your application

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DECLARATION AND CONSENT

I/we declare that the information given is correct and complete.

I/we understand that legal action may be taken against me/us if I/we obtain accommodation as a result of giving false or misleading information.

I/we understand that the Councils may check and verify the information on this form.

I/we understand that I/we must inform the Councils of any changes affecting my/our application as soon as they occur.

I/we authorise the Councils to contact other organisations on my/our behalf to obtain any other information in support of my application, for information to be shared with other agencies and departments, and for 3rd parties to release information to the Councils, that can support me/us with any issues relating to my application.

I/We have read and fully understand the statements above and authorise the Councils to proceed.

I/We authorise sharing of information relating to my housing application with Littlebourne Parish Council.

I/We authorise Littlebourne Parish Council to discuss my housing application with Canterbury City Council.

SIGNED: *First Applicant*

Date

Second Applicant

Date