

# Exmoor National Park Self Build Register Association Application Form

Please complete this form if you wish to register as an association for the Exmoor National Park self-build register. You will need to save the form **as a separate document on your computer** once completed and then email to [localplan@exmoor-nationalpark.gov.uk](mailto:localplan@exmoor-nationalpark.gov.uk).

Alternatively you can print it and post to Policy & Community Team,  
Exmoor National Park Authority, Exmoor House, Dulverton, Somerset TA22 9HL

**YOU MUST COMPLETE SECTIONS A AND B OF THE FORM. IT WOULD BE VERY HELPFUL IF YOU COULD ALSO COMPLETE THE ADDITIONAL INFORMATION SECTION.**

An explanation of the difference between Parts 1 and 2 of the register is provided at the end of the form.

## DATA PROTECTION

The data you provide will be used by Exmoor National Park Authority to compile the self build register, as required by the Self-build and Custom Housebuilding Act 2015. No data will be published which can identify an individual. All data will be stored securely and in accordance to current data legislation (GDPR and DPA 2018). Exmoor National Park Authority is registered with the ICO as a data controller. The purpose of collecting this data is to enable an assessment of ability to undertake a self-build project and to identify potential self-build opportunities and it will not be used for any other purpose. We will never use your data for marketing purposes. Our full Privacy Policy can be found on our website.

## SECTION A – Eligibility criteria for Parts One and Two of the register

Please answer all of the questions in Section A and sign and date on the final page before submitting your form

### 1. Please provide your contact details

Name of association	_____		
Lead Contact Name	_____		
Address 1	_____		
Address 2	_____		
Address 3	_____		
Postcode	_____	Phone	_____
Email	_____		
Date of Birth	_____	Nationality	_____

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2. Number of serviced plots members of the association are seeking to acquire in Exmoor National Park

**3. Please provide the name, address, age and nationality of each member of the association** (Please use an additional sheet if more than four).

i. Name

Address 1

Address 2

Postcode

Phone

Email

Date of Birth

Nationality

ii. Name

Address 1

Address 2

Postcode

Phone

Email

Date of Birth

Nationality

iii. Name

Address 1

Address 2

Postcode

Phone

Email

Date of Birth

Nationality

iv. Name

Address 1

Address 2

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Phone

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## SECTION B – Eligibility criteria for Part One of the register

In order to be included on Part 1 of the self-build register, as a minimum all applications must either:

- comply with Criteria A and either Criteria B or Criteria C **OR**
- be a current member of the regular armed forces or were a member of the armed forces during the past 10 years (Criteria D)

4. Please answer all of the questions in Section B – continue on a separate sheet if necessary to provide further information:

Applicant	(i)	(ii)	(iii)	(iv)
<b>Criteria A</b> <b>Do you want to acquire a serviced plot for your own self-build or custom house-building to occupy as your sole or main home?</b> Please answer YES or NO				
<b>Criteria B</b> <b>Do you have a permanent job based in Exmoor National Park?</b> Evidence should include the name and address of your employer and your usual place of work. We may request further information.				
<b>Criteria C</b> <b>Have you been a permanent resident of Exmoor National Park and included on the electoral register for at least 10 continuous years in the last 30 years?</b> We will check electoral records through the district councils for evidence of residency so if you have lived at a different address to that shown in Section A during the 10 year period, please provide details. We may request further information.				

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Applicant	(i)	(ii)	(iii)	(iv)
<p><b>Criteria D</b>  <b>Are you a member of the regular armed forces as set out in Section 374 of the Armed Forces Act 2006 (as amended) or an individual who has left the service for a period of 10 years or less?</b>                      If yes, please provide brief details</p>				

## SECTION C – Additional Information

In order to help us understand the demand for self and custom build housing in the National Park, it would be helpful if you could answer as many of the following additional questions as possible.

**5. In which of these areas would members of the association like to build their home? – Please tick any that apply**

<input type="checkbox"/>	Allerford	<input type="checkbox"/>	Martinhoe
<input type="checkbox"/>	Barbrook	<input type="checkbox"/>	Monksilver
<input type="checkbox"/>	Brendon/Countisbury	<input type="checkbox"/>	Oare/Malmsmead
<input type="checkbox"/>	Bridgetown/Exton	<input type="checkbox"/>	Parracombe
<input type="checkbox"/>	Brompton Regis	<input type="checkbox"/>	Porlock
<input type="checkbox"/>	Challacombe	<input type="checkbox"/>	Porlock Weir
<input type="checkbox"/>	Cutcombe/Wheddon Cross	<input type="checkbox"/>	Roadwater
<input type="checkbox"/>	Dulverton	<input type="checkbox"/>	Selworthy
<input type="checkbox"/>	Dunster	<input type="checkbox"/>	Simonsbath
<input type="checkbox"/>	Exford	<input type="checkbox"/>	Timberscombe
<input type="checkbox"/>	Hawkridge	<input type="checkbox"/>	Twitchen
<input type="checkbox"/>	Heasley Mill	<input type="checkbox"/>	West Porlock
<input type="checkbox"/>	Kentisbury	<input type="checkbox"/>	Winsford
<input type="checkbox"/>	Luccombe	<input type="checkbox"/>	Withycombe
<input type="checkbox"/>	Luxborough	<input type="checkbox"/>	Withypool
<input type="checkbox"/>	Lynton & Lynmouth	<input type="checkbox"/>	Wootton Courtenay

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## 6. Why do you want to build your own home?

This section is about interest in a self-build project. Please rate the reasons below in order of importance (**1** being most important and **6** the least important).

<input style="width: 40px; height: 40px;" type="text"/>	I want to physically build my own home	<input style="width: 40px; height: 40px;" type="text"/>	I want to be a part of building a community
<input style="width: 40px; height: 40px;" type="text"/>	I want a home built to my own design and specifications	<input style="width: 40px; height: 40px;" type="text"/>	I want a property that is better for the environment with low running costs
<input style="width: 40px; height: 40px;" type="text"/>	I want a home that I can afford to buy	<input style="width: 40px; height: 40px;" type="text"/>	I want a low cost housing option

## 7. What type of self/custom build is the association interested in?

Please indicate any that apply:

<input style="width: 40px; height: 40px;" type="text"/>	Self-build (directly organize the design and construction of your home)	<input style="width: 40px; height: 40px;" type="text"/>	Custom build (you work with a builder/developer who manages the build)
<input style="width: 40px; height: 40px;" type="text"/>	Group self-build (working with individuals to share resources, skills and experience)	<input style="width: 40px; height: 40px;" type="text"/>	Self-build working with a housing association or a community land trust

## 8. If it were possible, when would the association like to undertake their self-build or custom-build project?

<input style="width: 40px; height: 40px;" type="text"/>	In the next 1 – 2 years	<input style="width: 40px; height: 40px;" type="text"/>	2 – 5 years' time
<input style="width: 40px; height: 40px;" type="text"/>	In 5 or more years' time	<input style="width: 40px; height: 40px;" type="text"/>	Other (please explain below)

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9. Does any member of the association have any special needs or characteristics? For example, you may need adapted and accessible living space due to a physical impairment.

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## Financial Circumstances and History

Raising the necessary finance is a major challenge for self-builders. The following questions are designed to explore the financial ability of the association to undertake a self-build project.

10. Do members of the association own their own home or could they afford to buy their own home on the open market?

Yes

No

11. What would be the maximum budget for the total cost of the association's house building project?

£ \_\_\_\_\_

12. How would you prefer to finance the project? Please tick one choice

Arrange your own mortgage

Fund outright

Part owned with a housing association to share the cost of the project

Obtain a mortgage/finance through a community group

Prefer not to say

Other

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Finally, please sign the following declaration to confirm:

- that we can pass on your contact details to landowners with suitable plots
- that you are willing for the information on this questionnaire to be shared with North Devon or West Somerset District Councils

Print Name

Signature

Date

## What happens now?

This completed form, along with copies of evidence demonstrating local connection, must be returned to:

Self Build Register, Policy & Community Team, Exmoor National Park Authority, Exmoor House, Dulverton, Somerset TA22 9HL.

Or by email to: [localplan@exmoor-nationalpark.gov.uk](mailto:localplan@exmoor-nationalpark.gov.uk)

Exmoor National Park Authority (ENPA) will assess this form as to whether you are eligible to be placed on Part One or Part Two of the Self Build Register. ENPA will make a final decision and provide written confirmation within 28 days of determination.

If you need help with completing this form or with providing suitable evidence of local connection, please contact the Policy & Community Team at Exmoor National Park Authority

Tel: 01398 323665

[localplan@exmoor-nationalpark.gov.uk](mailto:localplan@exmoor-nationalpark.gov.uk)

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## NOTES

### **Difference between Part One and Part Two of the Self Build Register**

Part One: for entrants meeting all the eligibility requirements including the local connection test (Sections A and B)

Part Two: for those that meet eligibility requirements excluding the local connection test (Section A only)

The ability to split the register into two parts is set out in legislation – The Self-build and Custom Housebuilding Regulations 2016. Parts One and Two of the register will provide an overall indication of the interest in self-build in Exmoor National Park, but only the number of entrants on Part One, who meet the local connection test, will indicate the level of demand for self build that has to be met by the planning authority.