

# Barton and Royle Homes

Station Road, Turvey. MK43 8BJ  
Registered Charity Number: 200097

Miss L Davis  
Clerk to the Trustees

4 Lodge Road  
Cranfield  
Beds  
MK43 0BG

Telephone: 01234 751460  
Email: [lynmdavis@btinternet.com](mailto:lynmdavis@btinternet.com)

---

Barton and Royle Homes provides housing for older, single people or married couples who are in need, and who are capable of independent living. Applicants must have lived in, or have a close association with Bedford, the Borough of Bedford or the Parish of Turvey.

This completed form is to be returned to the Clerk to the Trustees as above.

**The information contained in this application form will be provided to the charity in confidence and will not be disclosed to anyone other than the Clerk and Trustees.**

Applicants are advised that failure to disclose any relevant information may prejudice their application. Misleading or inaccurate information may lead to your appointment being set aside at some time in the future and you having to leave the almshouse.

## **Section 1 – About You**

**SINGLE/MARRIED/COHABITEES/WIDOWED/DIVORCED** (delete as applicable)

.

Name of first applicant in full: .....

Name of second applicant in full (if applicable): .....

Address & Postcode: .....

.....

.....

Tel No: ..... Mobile No: .....

Length of time at this address: ..... Council Tax Band: .....

Date(s) of Birth: ..... Age(s): .....

National Insurance No(s): (1).....(2).....

Past or Present Occupation(s): .....

Do you own a car(s)?: .....

Do you have any pets?: .....

**Section 2 – About your Family**

Next of Kin: Please provide details of your current Next of Kin

Name: ..... Relationship: .....  
Address and Postcode:

.....  
.....

Tel No: ..... Mobile No: .....

Are they able to assist in case of illness or emergency? **YES/NO**

**Section 3 – About your present home**

Type of accommodation (eg 3 bedroom house, 2 room flat):

.....

Do you, or your spouse/partner, own it? Yes/No

If **'yes'** what is its present estimated value? £.....

If you do not own the property where you currently live, who does own this property?

.....

Is this person related to you in any way? If YES what is the relationship?

.....

If rented, please give name and address of landlord:

.....

.....

Current rent £..... per week

Do you receive Housing Benefit? Yes/No

Do you receive Council Tax Benefit? Yes/No

Why do you wish to leave your present accommodation?

.....

.....

.....

What are your intentions regarding your current property if you are appointed to an almshouse?

.....

.....

Is there a mortgage outstanding on the property and, if so, how much is outstanding? If there is no mortgage, please write NONE.

.....

**Section 4 – Your Income**

We need to ask for your confidential financial information to consider whether you are eligible:

**NET INCOME** - Please answer all questions. Enter ‘**NIL**’ where appropriate.

		AMOUNT		
		Yourself	Spouse/ Partner	Frequency
<b>Pensions</b>	State Retirement Pension			
	Pension Credit			
	Pension from former employer			
	Superannuation			
	Widow’s Pension/Widow’s Allowance			
	Widow’s Pension from Late Husband’s Employment			
	Private Pension			
<b>Allowances</b>	Attendance Allowance			
	Mobility Allowance			
	Invalid Care Allowance			
	Severe Disablement Allowance			
	Disability Living Allowance			
<b>Benefits</b>	Incapacity Benefit			
	Income Support			
	Housing Benefit			
	Council Tax Benefit			
<b>Other</b>	Employment (wages/salary)			
	Maintenance received by yourself			
	Voluntary or Charitable payment received			
	Rental Income from any property or land			
	Investment income			
	Annuities			
	Bank Deposit Account			
	Building Society Account			
	Financial Assistance from a relative or friend			
	Trust Fund			
	Any other income (please give details below)			

Details of any other income: .....

.....

**Section 5 – Your Capital**

Please answer all questions. Enter ‘NIL’ where appropriate.

	AMOUNT	
	Yourself	Spouse/Partner
Bank Accounts		
Post Office Accounts		
Building Society Accounts		
National Savings Certificate (state date bought)		
Premium Bonds		
Redundancy Payment (in last 12 months)		
Cash – this includes any cash held at home		
Any other capital – give details		
Stocks/shares/unit trust – please give current value or state name of companies, and number of stocks/shares held on a separate sheet of paper		

If you or your partner own property other than the one in which you live, please give details below. This should include property owned abroad as well as in the UK:

Address and Post Code:

.....  
 .....

Applicants must be prepared to substantiate their financial circumstances in order that trustees can assess their need if it is found to be necessary.

**Section 6 – About your Health and Social Factors**

It is essential that Beneficiaries of Barton and Royle Homes are able to live independently, with the help of family and social services if necessary. Please give details of any significant illnesses, injuries or operations in the last five years and details of any long term medical conditions:

.....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....

Name and Address of your GP:

.....  
 .....

**PLEASE GIVE ANY SPECIAL CIRCUMSTANCES OR REASONS FOR MAKING THIS APPLICATION:** (ie Your connection to the Borough of Bedford or Parish of Turvey. If necessary this can be covered by a separate letter).

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

Our governing instrument states that residents should be of good character and so we need to ask if you have any criminal convictions. A conviction will not automatically exclude you from being considered as an applicant but Trustees need to be fully aware of your circumstances. Do you have any conviction which is not spent under the Rehabilitation of Offenders Act 1974 or whether you have ever been on a Home Office register? YES/NO  
If 'YES', please provide details:

.....  
.....  
.....  
.....  
.....

**Section 7 – References**

Please give the names and addresses of two referees. These must be people who have known you for more than two years. (Family members and Trustees of Barton and Royle Homes may not be referees):

1.....	2 .....
.....	.....
.....	.....
.....	.....

**Section 8 – Declaration**

I certify that the details above are correct to the best of my knowledge and belief and that this application is submitted in good faith.

I confirm that I am able to look after myself with the help of family and social services if necessary.

I accept that if I am appointed as a resident I shall be a beneficiary of the charity and not a tenant. Any weekly sum I pay will be a weekly maintenance contribution (WMC) and not rent.

Signature(s): .....and.....

Print name(s) in capital letters: ..... and.....

Date: .....

**Data Protection Statement: it is part of the Trustees’ responsibilities to ensure that applicants for almshouses are suitably qualified under the terms of the charity’s governing instrument. Trustees, therefore, need to investigate the personal circumstances of applicants. The personal data supplied on this form, and other information relating to an almshouse appointment or your care management, will be held on file. Some details may be checked with relevant organisations but none will be disclosed for any inappropriate purpose. You may have access to your personal information on request.**