

# Chandos & Dent's Almshouses

Registered Charity No 1168158

First Floor Office, Chandos Flats, Winchcombe GL54 5LS

07930 483248

Chandos & Dent's Almshouses provide accommodation for people of limited means and good character who live in the Area of Benefit, with preference being given to those who live in the Parish of Winchcombe.

Almshouses fall outside the provisions of the Housing Act 1996. If you live in an Almshouse, you are known as a resident, or a beneficiary. You sign a Letter of Appointment, not a Tenancy Agreement. Instead of paying rent, residents pay a Monthly Maintenance Contribution. Residents are expected to live as part of the Almshouses community, respecting the needs of their neighbours.

A resident who ceases to qualify to live in an Almshouse is asked to leave. This rarely happens, but could occur, for example if they receive a large inheritance, seriously breach their Letter of Appointment or if they need a level of care which cannot be met in their home.

[www.winchcombealms.org](http://www.winchcombealms.org). [trustees@winchcombealms.org](mailto:trustees@winchcombealms.org)

## Who qualifies to live in the Almshouses

Residents should be people who in the opinion of the Trustees

- live in the **Area of Benefit** at the time of their appointment, with a preference being given to people who are residents within the parish of Winchcombe. **Area of Benefit** means the Borough of Tewkesbury including the town of Winchcombe and the parishes (or former parishes) of Alderton, Brockhampton, Didbrook, Hawling, Prescott, Stanley Pontlarge, Stanway, Sudeley Manor, Cowley, Coberley, Up Hatherley, Leckhampton, Prestbury, Swindon, Cutsdean, Temple Guiting, Toddington, Guiting Power and Sevenhampton, all in the County of Gloucestershire.
- have limited financial resources and not more than £20,000 in cash and other realisable assets.
- are able to live independently.
- are of good character.
- are in sufficient need, hardship or distress and requiring urgent support as assessed by the Trustees.
- are able to coexist amicably with, and contribute appropriately to, the existing Almshouse community.

**There is no warden at the Almshouses. The Trust does not provide care.**

## **Charges**

Residents pay a monthly maintenance contribution (MMC), which is payable in advance on the first day of each month by standing order. The amount paid is a contribution towards the cost of running the Charity. Items covered by the MMC include:

- Building alterations, repairs and maintenance and buildings insurance.
- Servicing and repair of water, gas and electrical installations.
- External maintenance and decoration costs.

**The current MMC charges are available on our website or by contacting the Trustees and are reviewed annually.**

The **MMC** includes **water charges** for **all** properties. At **Chandos Flats** it also includes shared costs for **communal heating and hot water**.

All residents are responsible for paying their own council tax and electricity.

Council tax bands are:

- |                            |        |
|----------------------------|--------|
| • Chandos Flats            | Band A |
| • Chandos one-bedroom flat | Band B |
| • Dent's Terrace           | Band D |

Private and Confidential

Chandos and Dent's Almshouses

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# ENQUIRY FORM

**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 document. Trustees therefore need to investigate the personal circumstances of applicants. The Charity complies with the regulations for data security under the Data Protection Act 2018 and UK General Data Protection Regulations (UK GDPR). Part of the data we collect will be classified as Sensitive Data under Article 9 of UK GDPR. We have strong procedures and policies in place to protect the collection and storage of this data. 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 since the charity reserves the right to investigate and verify what you write on this form**, but no details will be disclosed for any inappropriate purpose. You may have access to your personal information on request.

**Residents should have limited financial resources and not more than £20,000 in cash and other realisable assets, be of good character and must be able to live independently.**

Full name .....

Address .....

.....

..... Post Code .....

Telephone No ..... Mobile .....

email .....

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

Date of Birth ..... Age..... Marital status.....

Occupation .....

Do you own any pets .....

**Private and Confidential**

Names and addresses of any relations who live in the Winchcombe area

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Do you own or rent your present accommodation .....

If rented please state current rent per month £.....

Council Tax per month £.....

Name of landlord .....

Address of landlord .....

..... Post Code .....

Telephone No ..... email .....

**Your Income**

Employment Gross per month £..... Net per month £.....

Pension income per month £ .....

Social Security Benefits per month £ .....

Your Assets e.g. Savings, Shares. £.....

Please state any special reasons for your interest in the Almshouses.

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**The Almshouses do not provide care. The properties may be unsuitable for some people.**

### Private and Confidential

Are you able to take care of yourself on a daily basis? .....

Please tick which property/properties you are interested in:

- Dent's Terrace only .....
- Chandos Flats only .....
- Chandos (Large one-bedroomed flat) only .....
- Dent's Terrace and Chandos Flats .....

I declare that the information given on this form is correct and complete to the best of my knowledge and belief.

I consent to the Charity holding personal and sensitive data relating to me and my personal circumstances in accordance with the General Data Protection Regulations (GDPR).

I understand that I have the right to request access to the information that is held by the Charity relating to my personal data. I understand that I have the right to decline to provide information requested within this form.

Signature ..... Date .....

Name .....  
(PLEASE PRINT NAME IN CAPITALS)

How did you find out about the Almshouses .....

Please return completed form to: Appointments, Chandos and Dent's Almshouses, First Floor Office Chandos Flats, Winchcombe GL54 5LS

OR email it to  
[trustees@winchcombealms.org](mailto:trustees@winchcombealms.org)

**Completing this form is not a guarantee of being offered an appointment to an Almshouse. All enquiries will be considered when a vacancy arises.**

**For office use only:**