

Self-Build & Custom Housebuilding Register Application Form

Individual

Self-build and custom build housing is built by individuals or groups for their own use, either by building a home themselves (self-build) or by working with a builder (custom build). The Government recognises that homes built in this way are often cheaper, greener, more affordable and more innovatively designed than standard market housing and they offer a real alternative to buying 'off the peg' houses that may not meet your household's needs.

If you would like to be included on Bedford Borough Council's Self Build & Custom Housebuilding Register (the Register) you must complete an application form. Complete this form if you are an individual, couple or group of people from one household jointly looking for one plot of land. If you are a couple or group from one household, then a lead person should complete this form. If you are an association of self-builders please use the separate [Association](#) application form.

Please refer to the Guidance Note when completing this form.

Section 1 - Qualification to be included on the Register

All applicants must complete this section. If you cannot confirm all of the following (1a, 1b and 1c) you are not eligible to join the Register. We may ask for evidence to support your answers but you do not need to submit it at this stage.

- 1a I confirm that I am 18 years of age or over
- 1b I confirm that I am (please tick at least one of the following three options)
 - a British Citizen
 - a national of a European Economic Area State other than the UK
 - a national of Switzerland
- 1c I confirm that I am/we are looking for a plot to build a home that will be my/our sole or main residence

Section 2 - About you

All applicants must complete sections 2a to 2d.

It is important that you inform us at housing.strategy@bedford.gov.uk if any of your details change in sections 2a, 2c or 2d

2a Title (Mr, Mrs, Dr, etc.)

First Name

Surname

Address 1

Address 2

Address 3

Address 4

Post Code

2b Date of birth (xx/xx/xxxx)

2c Email address (if you have one)

2d Phone number we can contact you on

2e Have you registered your interest to build a self or custom build property with any other local authority? Yes No

Section 3. Connection to Bedford Borough (Local Eligibility)

Bedford Borough Council's Self-build & Custom Housebuilding Register is held in two parts. To qualify for Part 1, you must meet at least one of the following local eligibility criteria. You must provide suitable evidence in support of your application (please see the Guidance Note).

- 3a I have lived in Bedford Borough for at least 3 of the last 5 years
- 3b I have a close relative who has lived in Bedford Borough for at least three of the last 5 years
(mother, father, sister, brother, grandparents, grandchildren, adult children & corresponding step relations)
- 3c I have worked, or have a household member who has worked, in permanent employment in Bedford Borough for an average of at least 16 hours per/wk over the past twelve weeks, or have retired and have fulfilled this criterion immediately prior to retirement
- 3d I am a member of HM Armed Forces or have left the Armed Forces within the last 5 years

If you qualify to go on the Register (Section 1) but cannot demonstrate a local connection (Section 3) you will be placed on Part 2 of the Register.

Section 4 – Location Preference

Where is / are your preferred location(s) to build in Bedford Borough?

4a Anywhere in areas A-G below (If you choose this option please do not tick any other box in Section 4 move on to Section 5)

4b Any of the areas below except Area A (If you choose this option please do not tick any other box in Section 4 move on to Section 5)

Alternatively, please choose up to three preferred areas from the options below and enter them, in order of preference, into the boxes beneath the table. This information will help the Council to understand the locations that most registrants want to build but it will not limit your future choices.

Location	Area
Bedford Town & Kempston Town (including Brickhill and Gt Denham urban parishes)	A
Dean & Shelton, Melchbourne & Yelden, Swineshead & Pertenhall, Riseley, Bolnhurst & Keysoe, Little Staughton parishes	B
Wymington, Knotting & Souldrop, Podington, Odell, Sharnbrook, Bletsoe, Thurleigh, Harrold, Felmersham & Radwell parishes	C
Carlton & Chellington, Pavenham, Milton Ernest, Turvey, Stevington, Oakley, Clapham parishes	D
Bromham, Stagsden, Biddenham, Kempston Rural, Wootton, Stewartby parishes	E
Elstow, Wixams, Wilshamstead, Shortstown, Cotton End, Cardington, Cople, Willington parishes	F
Great Barford, Renhold, Ravensden, Wilden, Wyboston, Chawston & Colesden, Roxton, Little Barford, Colmworth, Staploe parishes	G

4c Preferred Area Option 1

Preferred Area Option 2

Preferred Area Option 3

Section 5. Self / Custom Build Preferences

5a Why do you wish to self/custom-build? **Please tick all that apply**

To purposely design for disability needs

For improved eco performance

To join in with a community-led build

To improve my / our construction-related skills

To design/build my / our own property

To build a property cheaper than can buy on the market

Other (please specify)

5b What type of self/custom build are you interested in? **Please tick one box only**

Self-build

Custom build

Either

5c Please confirm your preference(s) from the following. **Please tick one box only**

Standalone self-build / custom build plot

Individual self-build as part of a larger site with other self-build plots

Either

5d What type of dwelling are you seeking to build **Please tick all that apply**

Detached house

Semi-detached house

Terraced house

Detached bungalow

Semi-detached bungalow

Other (please specify)

5e How many bedrooms do you intend your self-build/custom build property to have? **Please tick one box only**

1-2 bedrooms

3-4 bedrooms

More than 4 bedrooms

Section 6. Timescales

When do you intend to start building? **Please tick one box only**

Under 2 years

2-5 years

Over 5 years

Section 7. Finance

Do you have the necessary finance in place to fund your proposed self-build/custom build project? ☐ Yes ☐ No

Will you need to sell your current home in order to finance the project? ☐ Yes ☐ No

What is your estimated maximum budget for building your home, including site purchase costs? **Please tick one box only**

☐ £100,000

☐ £150,000

☐ £200,000

☐ £250,000

☐ £300,000

☐ £350,000

☐ £400,000

☐ £450,000

☐ Over £500,000

Section 8 - Any other comments in relation to the questions on this form?

Section 9 – Data Protection, Declaration and Signature

Data Protection Act 2018 & General Data Protection Regulation 2018

The information provided above will be held by Bedford Borough Council in relation to self/custom build housing only. It will be held in accordance with the Council's Data Protection Policy which may be found on the Council's website at the following link: <http://www.bedford.gov.uk/gdprprivacy>.

If at any time you would like to remove your name from the Register and your details from our records, please let us know by sending an e-mail to housing.strategy@bedford.gov.uk, phone 01234 718585 or write to: Housing Strategy Team, Bedford Borough Council, 4th Floor Borough Hall, Cauldwell Street, Bedford, MK42 9AP

Declaration

I confirm that the information I have provided on this form is true and correct and

I have not deliberately given false or misleading information or withheld any relevant information in my application **(please tick the box)**

Signed

Date

Please return this form, attaching scanned copies of any supporting documents, to housing.strategy@bedford.gov.uk.

If you prefer you can print the form, complete a paper copy and send it, along with any photocopies of supporting documents, to Housing Strategy Team, 4th Floor Borough Hall, Cauldwell Street, Bedford, MK42 9AP.