

How to Complete This Evidence Pack

This pack includes:

- The official Evidence Questionnaire
- Blank page for your written statement
- Map A (Tongfields boundary)
- Map B (Neighbourhood map)




If you want to print and fill by hand

1. Questionnaire: write your answers clearly in black ink.
2. Map A (Boundary): write your initials and today's date in the box to confirm the red outline shows the land you have used for lawful sports and pastimes.
3. Map B (Neighbourhood): place an X where your home is; add your initials and today's date.
4. Written statement: please complete in your own words

If you want to complete digitally

1. Open the PDF in Adobe Acrobat Reader
2. Click into each field to type/mark with an X where requested
3. Remember to complete the questionnaire, the written statement, as well as Map A and Map B.
4. Save the file with your name (e.g. Jane_Smith.pdf)

Return options (any one of these)

-  Email: dunscarresidentsassociation@gmail.com and dunscar.residents@yahoo.com
-  Hand deliver (address on request)
-  We can collect it from you

Important note about written statements

The questionnaire helps us show the inspector the facts, but written statements help tell the story – your memories, your family's use of the land, and why it matters to you.

Having both makes our case much stronger:

- Questionnaires show the numbers – lots of local people, consistently using Tongfields for over 20 years.
- Written statements add the personal detail that brings those numbers to life.

You don't have to write pages and pages – just be honest, write naturally, and explain in your own words how Tongfields has been part of your life.

Together, these statements will help prove to the inspector why Tongfields should stay protected for the community.

By completing this pack you are providing written evidence.

At the end of the questionnaire you'll be asked if you are willing to attend a hearing or inquiry.

- **Tick YES only if you are completely comfortable being called as a witness.**
- **If you prefer NO, your written evidence still counts and is very important.**

EVIDENCE QUESTIONNAIRE IN SUPPORT OF REGISTRATION AS A NEW GREEN

NAME			
ADDRESS			
POSTCODE		TELEPHONE NO	
EMAIL			

Please answer the questions for each and every period when you used the land. If you need to give different answers for different periods, or if you just need more space, please continue in the notes section at the end of this form, or on a blank sheet of paper, making clear to which question you are referring. In either case, please initial it, and attach it to this form.

The form refers below to 'the land' — that means the land used by local people for sports and pastimes which is shown on map A.

THE LAND		
This section is about the land which was used for sports and pastimes.		
1.	Your address when you used the land (if different from above).	
2.	Did you use the land as a local resident? If not, explain the circumstances (for example, you occupied business premises near land, or you visited a relative who was resident nearby).	Yes: / No: (if 'no', please explain further)
3.	Have you signed the reverse side of Map A confirming it shows the land being claimed as a green?	Yes: / No:

4.	Do you agree with the boundaries of the land shown on Map A.	Yes: / No: (if 'no', please explain further)
5.	By what, if any, name is the land known?	
6.	Has it ever to your knowledge been known by any other name? If so, what name?	Yes: / No:
LOCALITY/NEIGHBOURHOOD WITHIN A LOCALITY This section is to show whether the main use of the land was by people from a particular locality or neighbourhood.		
7.	Is there a Map B attached showing the area where people who use the land come from (this area is the 'locality or neighbourhood within a locality')? If there is no Map B please go to Q.9.	Yes: / No:
8.	Mark the location of your home (or any other place identified in Q.1) with an X on Map B.	Please cross if done:
9.	Does the locality or neighbourhood have a name?	Yes: / No: (if 'yes', please write in)
10.	Do you live within this locality or neighbourhood?	Yes: / No:

11.	Where do you believe the people who use the land come from?															
12.	<p>What recognisable facilities are available mainly to the inhabitants of your locality or neighbourhood? Please cross all boxes that apply and add any other additional facilities not covered.</p> <table border="0"> <tr> <td>School catchment area</td> <td>Local school</td> </tr> <tr> <td>Doctor's surgery</td> <td>Local shops</td> </tr> <tr> <td>Residents' association</td> <td>Community activities</td> </tr> <tr> <td>Community centre</td> <td>Neighbourhood watch</td> </tr> <tr> <td>Local church/place of worship</td> <td>A central feature</td> </tr> <tr> <td>Scout or guide hut</td> <td>Sports facility</td> </tr> <tr> <td>Other (please state)</td> <td></td> </tr> </table>		School catchment area	Local school	Doctor's surgery	Local shops	Residents' association	Community activities	Community centre	Neighbourhood watch	Local church/place of worship	A central feature	Scout or guide hut	Sports facility	Other (please state)	
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Scout or guide hut	Sports facility															
Other (please state)																

'AS OF RIGHT'

This section is about whether use of the land was without permission, secrecy or force.

13.	Are there any public rights of way crossing the land?	Yes: / No: (if 'yes', please describe them)
14.	<p>How do you gain access to the land (for example, via a gate, or a gap in the hedge)?</p> <p>Please describe any changes in how you gained access during your use of the land.</p> <p>Please mark and label any points of access on Map A.</p>	
15.	<p>Do you know who the owner or occupier is?</p> <p>('Owner', here and below, includes any person who represents the owner, such as an agent or employee.)</p>	Yes: / No: (if 'yes', please give details)

16.	Has the owner or occupier seen you on the land?	Yes: / No:
17.	What did the owner or occupier say or do? When was this?	
18.	Was permission ever sought by you for specific activities on the land?	Yes: / No: (if 'yes', please explain what happened)
19.	Did anyone ever give you permission to go onto the land?	Yes: / No: (If 'yes', please explain when and what happened?)
20.	Have you ever been prevented or discouraged by any person from using the land?	Yes: / No: (If 'yes', please explain when and what happened)
21.	Has any attempt ever been made by notice, locked gates, fencing or by any other means to prevent or discourage your use, or to your knowledge the use being made of the land by other local people? Please provide dates and description of any attempts (such as the wording of any notices) and if relevant, mark and label the location on Map A.	Yes: / No: (if 'yes', please explain what happened)
22.	Were any other signs or notices displayed on or near the land at any time (for example, 'you are welcome to use this land but dogs must be kept on leads', or 'no public right of way')?	Yes: / No: (if 'yes', please give details)

LAWFUL SPORTS AND PASTIMES

This section is about whether the land was used for lawful sports and pastimes.

23.	For what purposes or activities do you go onto of land?	
24.	Do other people use the land with you? If so, please include who was with you and how often. Do not include anyone who has completed a separate form.	Yes: / No: (if 'yes', please give details)
25.	Did you see other people using the land? If so, please say what you saw them using the land for.	Yes: / No: (if 'yes', please give details)
26.	Do you know of any community activities that take place or have taken place on the land? If you answer 'No', please go to Q.29.	Yes: / No: (if 'yes', please give details)
27.	Was any permission sought for those community activities?	Yes: / No: (if 'yes', please give details)
28.	Did you participate in any of the community activities?	Yes: / No: (if 'yes', please give details)

29.	<p>Do any organisations use the land for sports or pastimes?</p> <p>Was there any permission sought for those organised sports or pastimes?</p>	<p>Yes: / No:</p> <p>(if 'yes', please give details)</p>																				
30.	<p>Do any seasonal activities take place on the land?</p> <p>Examples of seasonal activities could include New Year or Guy Fawkes bonfires.</p>	<p>Yes: / No:</p> <p>(if 'yes', please give details)</p>																				
31.	<p>Please cross all the activities that you have seen taking place on the land.</p> <table border="0"> <tr> <td>Children playing</td> <td>Football</td> </tr> <tr> <td>Rounders</td> <td>Cricket</td> </tr> <tr> <td>Fishing</td> <td>Bird watching</td> </tr> <tr> <td>Drawing and painting</td> <td>Picnicking</td> </tr> <tr> <td>Dog walking</td> <td>Kite flying</td> </tr> <tr> <td>Team games</td> <td>People walking</td> </tr> <tr> <td>Picking blackberries</td> <td>Bonfire parties</td> </tr> <tr> <td>Community celebrations</td> <td>Bicycle riding</td> </tr> <tr> <td>Fêtes</td> <td>Carol singing</td> </tr> <tr> <td>Horse riding</td> <td>Other (please state)</td> </tr> </table>		Children playing	Football	Rounders	Cricket	Fishing	Bird watching	Drawing and painting	Picnicking	Dog walking	Kite flying	Team games	People walking	Picking blackberries	Bonfire parties	Community celebrations	Bicycle riding	Fêtes	Carol singing	Horse riding	Other (please state)
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<p>20 YEARS' USE</p> <p>This section is about whether there was at least 20 years' use of the land for sports and pastimes.</p>																						
32.	<p>During which years have you used the land?</p>	<p>From:</p> <p>To:</p> <p>And, if needed</p> <p>From:</p> <p>To:</p>																				
33.	<p>How often did you use the land within those years?</p>																					

34.	During the time you have used the land has the pattern of your use remained the same?	Yes: / No: (if 'yes', please give details)
35.	Are you still using the land at the date you complete this form?	Yes: / No:
OTHER EVIDENCE		
36.	Do you have any photographs or any other evidence of use of the land by local inhabitants which you can lend to or to send us (please advise if you require the evidence to be returned)?	Yes: / No: (if 'yes', please give details)
37.	Do you have additional information about the land not covered in this form?	Yes: / No: (if 'yes', please give details)
38.	If you have knowledge of others who may be in a position to complete an evidence form, please write their names and addresses in the notes section of this form.	Please cross if done:
39.	<i>I understand that this evidence form may be used in relation to an application to register the land as a town or village green and may become publicly available. I authorise the applicant to disclose this form to anyone reasonably requiring access to it. We cannot use your form if you are unable to agree.</i>	Please cross if you agree:
40.	<i>I also understand that this evidence may be presented at a hearing or local inquiry and I authorise the applicant to use this form for that purpose.</i>	Please cross if you agree:
41.	<i>Are you prepared to speak and be asked questions about your use of the land at a hearing or local inquiry?</i>	Yes: / No:

I certify that to the best of my knowledge and belief, the facts I have stated are true and this questionnaire contains an accurate record of those facts.

Signed:

Date:

(Please return this form to the applicant not to the Open Spaces Society)

The Environmental Information Regulations 2004 provide a right of access to information held by public bodies (such as local authorities). This form may be used in connection with an application to a local authority to register the land as a town or village green. This means that the information you supply in this form may be disclosed by the local authority.

Witness Statement

WITNESS STATEMENT OF _____

Tongfields Village Green Application

Commons Act 2006, Section 15

I make the following statement in support of the application to register the land known as Tongfields as a Town or Village Green.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

Statement of Truth

I confirm that the facts stated in this witness statement are true to the best of my knowledge and belief.

Signed: _____

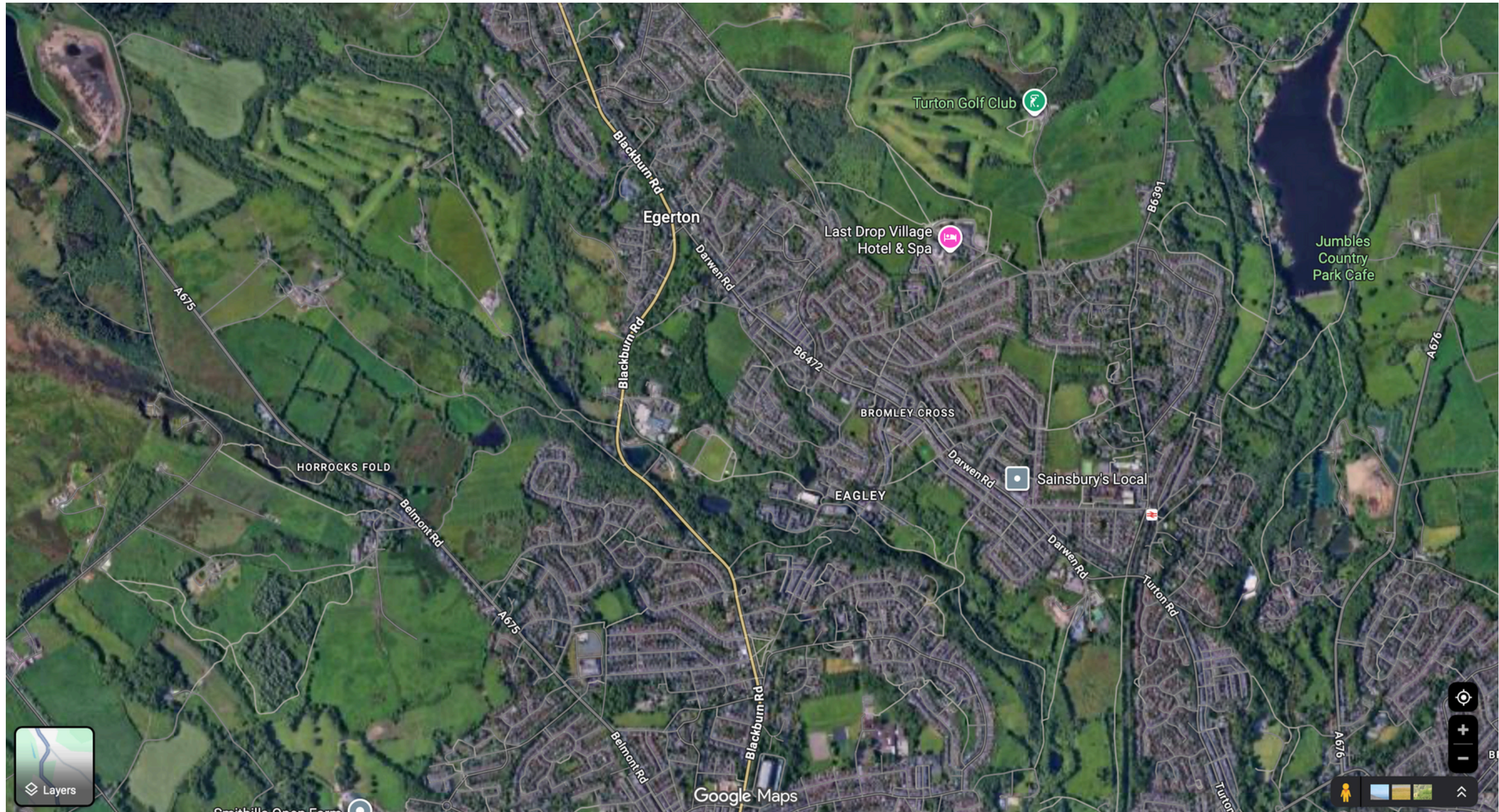
Date: _____



Map A – The land at Tongfields

I confirm that this map correctly shows the land I have used for lawful sports and pastimes.

Name: _____ Date: _____



Map B – Neighbourhood

Please place an **X** on this map to show the location of your home.

Name: _____ Date: _____