

Warden and Freemen of Malmesbury

The Court of King Athelstan

Clerk to the Trustees of Kings Heath
Mrs M. Coates
73 Parklands
Malmesbury, Wiltshire
SN16 0QJ



Tel: 01666 822080

Email: family.coates@hotmail.co.uk

Dear Applicant,

Please find enclosed a copy of the application form for you to complete so that you may take up your right. The dates and arrangements for this year's Court meetings are as follows:

Trinity Court on Tuesday 6th June 2023; King Athelstan's Feast Day Court on Tuesday 13th June 2023. Both Courts are held at the Courthouse in St. John's Street, Malmesbury.

The Courts will be opened by the Sergeant at Mace at 7 p.m. prompt. **You must be able to attend both of these Courts.**

At the first Court you will be asked to stand up to verify the details of your application, which must be returned to me by **Friday 5th May 2023 at the address above**. (Please make sure a birth certificate or photocopy is enclosed). The Trustees will inspect your paperwork beforehand, in order to confirm to the Court that all is in good order. I will return your birth certificate to you at Court. If further certificates are required you will be informed as soon as possible. You must attend both dates to be admitted. The Incoming Fine of £25 per applicant must be paid at the meeting on **13th June 2023** before Admission. The Treasurer of King's Heath, will receive these monies either in cash or by cheque made payable to: King's Heath.

When you become a member you will also be asked to complete a GDPR form to comply with the new Data Protection Act which came into effect in May 2018. Please also ensure that change of address or contact details must be notified as soon as possible to myself. If you move out of the area (1½ miles from the Market Cross) your name will be submitted to Last Day Court for Discommoning. You will then be entitled to one more payment at pay-out night on the second Tuesday in December the following year and then your monies will cease. If you move back into the area you can then re-apply to obtain your rights once more. Under the new Data Protection Act you will be required to fill our form in on becoming a member. All contact information we keep is in the strictest confidence.

If for any reason you will not be able to attend both of these Courts please let me know.

If you have any questions please do not hesitate to contact me.

Yours sincerely

Marie Coates

Clerk to the Trustees of King's Heath

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APPLICATION FORM TO TAKE UP COMMON RIGHTS

Surname: _____ **Title:** Mr/Mrs/Ms/Miss

Full First Name(s) _____

Address: _____

_____ **Post Code** _____

Date of Birth: _____

Telephone No. _____

Email Address: _____

Please state first name and surname of the parent/grandparent on whose right you are claiming Admission and date they were admitted if know.

N.B. Any changes in circumstances (i.e. change of address/telephone contact) should to notified as soon as possible to: Mrs M Coates , Clerk to the Trustees of King's Heath.

Signature: _____ **Date:** _____

Returning this form: This form, with a photocopy of your birth certificate, should be returned to: Mrs Marie Coates, Clerk to the Trustees of King's Heath, 73 Parklands SN16 0QJ by **the 5th May 2023.**

[If further certificates are required you will be informed as soon as possible]

Both courts **must** be attended: TRINITY COURT on Tuesday 6th June and KING ATHELSTAN FEAST DAY COURT on Tuesday 13th June 2023. Both Courts are held at 7 p.m. at the Courthouse in St. John's Street. Please attend by 6.45 p.m.

For Clerks use only

Date Paperwork/Birth Certificate Inspected _____ In Order/ Not in Order

Date Paperwork inspected by Trustees of King's Heath

Date application approved by Trinity Court

Date Initiated

Fees Paid

Date entered on register