



**From mountain to sea**

### **Asset Transfer Request**

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015. **Please read the applicant notes before completing this form.**

#### **Section 1: Information about the community transfer body (CTB) making the request**

- 1.1 Name and address of the CTB making the request. This should be the registered address, if you have one.

Name	Alford & District Men's Shed
Postal Address	Plot 1, Murray Terrace, ALFORD, Aberdeenshire.
Postcode	AB33 8PY

- 1.2 Contact details. Please provide the name and contact address to which correspondence in relation to this asset transfer request should be sent.

Contact Name	
Position in CTB	
Postal Address	
Postcode	
Email	
Telephone	

☒ We agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above. *(Please tick to indicate agreement) You can ask the relevant authority to stop sending correspondence by email, or change the email address, by telling them at any time, as long as 5 working days' notice is given.*



## From mountain to sea

- 1.3 Please mark an "X" in the relevant box to confirm the type of CTB and its official number, if it has one.

	Company, and its company number is	
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	
X	Community Benefit Society (BenCom), and its registered number is	SC045341
	Unincorporated organisation (no number)	

**Please attach a copy of the CTB's constitution, Articles of Association or registered rules.**

- 1.4 Has the organisation been individually designated as a community transfer body by the Scottish Ministers?

No ☒

Yes ☐

Please give the title and date of the designation order:

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- 1.5 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers?

No ☐

Yes ☒

If yes what class of bodies does it fall within?

Scottish Charitable Incorporated Organisation
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## From mountain to sea

### Section 2: Information about the asset requested

- 2.1 Please identify the asset - land or building(s) - which this asset transfer request relates.

*You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.*

*It may be helpful to provide one or more maps or drawings to show the boundaries of the land requested. If you are requesting part of a piece of land, you must attach a map and full description of the boundaries of the area to which your request relates. If you are requesting part of a building, please make clear what area you require. a drawing may be helpful.*

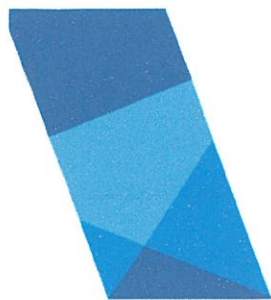
Name of Asset	Old Council Garages
Address of Asset	Murray Terrace, ALFORD, Aberdeenshire.
Postcode of Asset	AB33 8PY

- 2.2 Please provide the UPRN (Unique Property Reference Number), if known.

*This should be given in the relevant authority's register of land*

UPRN:





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### Section 3: Type of request, payment and conditions

3.1 Please mark what type of request is being made (mark one only):

☒ for ownership ([under section 79\(2\)\(a\)](#)) - go to section 3A

☐ for lease ([under section 79\(2\)\(b\)\(i\)](#)) – go to section 3B

☐ for other rights ([section 79\(2\)\(b\)\(ii\)](#)) - go to section 3C

#### 3A – Request for ownership

What price are you prepared to pay for the asset requested?

Proposed price: £ Zero (ADMS will provide funds required to repair the buildings to a wind and watertight state and maintain same)

Please give information setting out any other terms and conditions you wish to apply to the request.

Alford & District Men's Shed (ADMS) requests to take over ownership of the existing garages which have some structural defects, self seeded trees and bushes and which have been the subject of a certain amount of vandalism. Work to secure the building and protect it from further vandalism is required - this work can be executed by current ADMS members. ADMS has a proven record of successfully using this approach on our existing building - previous trustees and our members successfully converted and improved the former Alford Academy Technical Block to provide a facility used by many community groups. Transfer of ownership enables access to funding support for this registered charity. Based on the possible longevity of the building after repairs and availability of sufficient funds, ADMS may consider demolition and replacement of the building with a new purpose designed unit.

ADMS works with a variety of local residents of all ages and genders to improve and sustain health, wellbeing and reduce isolation. This project should limit danger to surrounding residents and prevent vandalism.

ADMS has been reducing waste by following our repair, reuse and recycle ethos.



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### 3B – Request for lease

What is the length of lease you are requesting?

N/A

How much rent are you prepared to pay? Please make clear whether this is per year or per month.

Proposed rent: N/A

£ per

Please give information setting out any other terms and conditions you wish to be included in the lease, or to apply to the request in any other way.

Full title over these premises would enable applications for funding to aid repair or replacement as appropriate. The level of investment by ADMS needed for the initial repairs and security improvements would be more than complimented by the social investment of Aberdeenshire Council in transferring title. The facility would improve our ability to assist community groups within and around Alford.

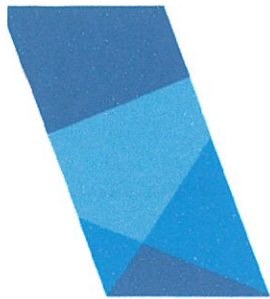
ADMS has worked with local schools in a number of project including planters, mud kitchens, production of a turntable for the Academy stage and activities within the Shed including provision of catering facilities for NATS courses.

We also have an agreement with Donside Community Council to repair, service and maintain bench seats, notice board, planters and flower tubs within the village.

We have also made notice boards for two non local community groups who have been unable to source these in their own areas.

For several years now ADMS members have assisted the local Christmas Festival Group in preparing and setting up Christmas trees in the village and have acted as stewards for the parade etc when the lights are turned on.

A sustainable reduction in waste arising from the activities of ADMS would be enhanced. The previous CAT has shown the environmental credentials of ADMS with carbon capture enhanced in the greenspace and carbon load reduced by the integrated heating system.



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### 3C – Request for other rights

What are the rights you are requesting?

Title over the subjects and land.

Do you propose to make any payment for these rights?

Yes ☐

No ☒

If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per day?

Proposed payment:

£                      per

Please attach a note setting out any other terms and conditions you wish to apply to the request.





## From mountain to sea

### Section 4: Community Proposal

- 4.1 Please set out the reasons for making the request and how the land or building will be used.

*This should explain the objectives of your project, why there is a need for it, any development or changes you plan to make to the land or building, and any activities that will take place there.*

ADMS has a need to free up space in its workshop areas and generally increase its capacity to store materials and objects to enable it to engage effectively with large-scale community projects, contribute more to community resilience and to work jointly with other local groups. Within the village of Alford and the surrounding area there are currently limited facilities for community organisations to store materials and coordinate resources which increase community resilience. Current workshop space is constrained by the use of the woodworking space as a storage area and similar issues arise in the general workshop where completed projects awaiting sale or upcycling are currently stored, impeding progress with new projects. Ownership of the former council garages by ADMS would allow both these issues to be addressed effectively

ADMS has a proven track record of repair, re-use and recycling and is currently using facilities transferred by a previous community asset transfer (CAT) to the full. These assets were created from neglected buildings through a mix of securing strategically important grants and having the internal capacity to deliver a high-quality building at low cost. In addition to woodworking, metal fabrication and general workshops the current ADMS building includes a large meeting room seating up to 60 people, a kitchen and cafe/dining area seating 40 and M/F and disabled toilets.

The ability to store materials would significantly enhance current activities of ADMS and would help us with storage of large-scale community projects awaiting attention. Current projects include maintenance of planters, benches and notice board for Donside Community Council, a children's outdoor play structure in the shape of an engine and two carriages for Alford Valley Railway plus the restoration of a horse drawn delivery dray originally owned by Hay's Lemonade Ltd. This project has received interest from the local Heritage Centre, Grampian Transport Museum and the Hay family.

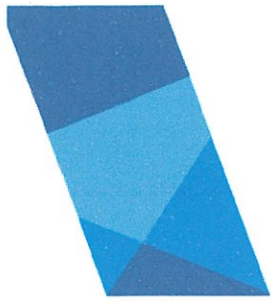
As part of this project ADMS could provide storage space to support other community groups and offer coordination of their resilience resources to ensure complementarity. The only expected activity would be storage as the existing and future activities of ADMS will be undertaken at the ADMS

The only expected activity would be storage as the associated activities of ADMS would continue to be undertaken at the ADMS building,

The site is surrounded by Council housing whose residents have been supportive of our interest in the premises. The immediate neighbours will be safer as the building will be secure from the vandalism it has suffered from in recent years.

Donside Community Council have already written to Aberdeenshire Council in support of an earlier successful Expression of Interest.





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### Benefits of the proposal

- 4.2 Please set out the benefits to the community that you consider will arise if the request is agreed to. This should include: - economic, regeneration, public health, social wellbeing, environmental benefits; or how this will reduce inequalities.

*This section should explain how the project will benefit your community, and others. Please refer to the applicant notes on how the relevant authority will consider the benefits of a request.*

The provision of a secure storage facility available to groups in Alford has the potential to augment community activity and reduce waste by repair, re-use and recycling. ADMS has been in existence since 2014 and has been a Scottish Charitable Incorporated Organisation (SCIO) since 9th January 2015. During that time ADMS has negotiated a CAT and has provided a successful Men's Shed, a polytunnel, allotments, a community orchard and a sensory garden. Within the main building there are three workshops used by Shed members (woodwork, metal fabrication and general workshops), two community meeting rooms and toilets. One of the community rooms has a capacity of 60 (seated) and the second incorporates a professional kitchen and an area that can be used as a cafe seating 40 people. In addition to approximately 20-30 active Shed members and a further 40 or so occasional attendees, the wider facilities are extensively used by a range of community groups with between 80 and 100 non Shed users per week. Current users include, SOBER, an alcohol user support group, Forget-Me-Not, which provide dementia support, the SWRI, a ladies craft group, Donside Community Council and Alford Canasta Group. ADMS has a number of pending enquiries to use the facilities. ADMS activities, together with those of user groups, address wider social wellbeing while specifically addressing isolation and wellbeing in the elderly, those at risk and vulnerable groups in the AB33 community.

ADMS have been successful in securing a number of strategically important grants to create high value assets from neglected buildings. It also has developed facilities in partnerships with local and national businesses. Public and private support has been combined with the shed's internal expertise and capacity to deliver high quality buildings at low cost.

ADMS has proven "green" credentials utilising solar power, air source heating, thermal and battery storage in the Integrated Heating project recently supported by Local Energy Scotland.

The repair, re-use and recycling activities of ADMS support the aims and costs of Aberdeenshire Council to reduce land fill. Development of the site address the backlog of maintenance on the building at no cost to the Council, will improve the local environment for Aberdeenshire Council and local residents, as well as meeting a key objective to create a community resource.

ADMS has worked with local schools in a number of projects including planters, mud kitchens, and production of a timetable for the Academy stage. ADMS is currently collaborating with the Academy to help support skills development for students seeking careers in catering and hospitality. ADMS members are contributing to Academy student monitoring and careers preparation programmes. Academy students are collaborating with ADMS to help it develop a new website and extend its social media activities.

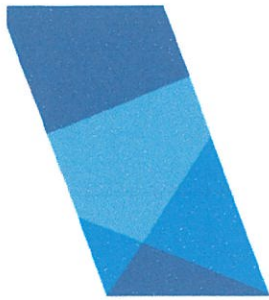
We have an agreement with Donside Community Council to repair, service and maintain bench seats, notice board, planters and flower tubs within the village.

We have made notice boards for two non local community groups who have been unable to source these in their own areas as well as a notice board for the local Murray Park. As part of our mission to repair, re-use and recycle we have repaired and refurbished a wide range of items for local residents including garden and house furniture.

For several years now ADMS members have assisted the local Christmas Festival Group in preparing and setting up Christmas trees in the village and have acted as stewards for the parade etc when the lights are turned on.

The Men's Shed is thus already a facility which addresses the wider needs of the community in a variety of ways. It has the best array of facilities of any community facility and provides a community hub which is widely used and much in demand.





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### Restrictions on use of the land

- 4.3 If there are any restrictions on the use or development of the land, please explain how your project will comply with these.

*Restrictions might include, amongst others, environmental designations such as a Site of Special Scientific Interest (SSI), heritage designations such as listed building status, controls on contaminated land or planning restrictions.*

The current vehicle turning facility would be retained. There are no natural or cultural heritage designations and there is no evidence of contamination.

### Risk Analysis

- 4.4 What negative consequences (if any) may occur if your request is agreed to?  
How would you propose to minimise these?

*You should consider any potential negative consequences for the local economy, environment, or any group of people, and explain how you could reduce these.*

Consultation with affected neighbours has already been undertaken and any disturbance during remedial work and tidying up of the site would be kept to a minimum and at times agreeable to the residents



## From mountain to sea

### Capacity to deliver

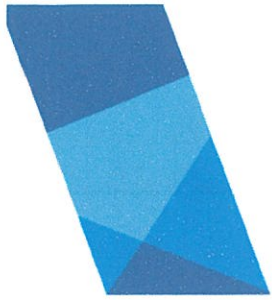
- 4.5 Please show how your organisation will be able to manage the project and achieve your objectives.

*This could include the skills and experience of members of the organisation, any track record of previous projects, whether you intend to use professional advisers, etc.*

Should this CAT application be successful, ADMS would act to secure and repair the buildings as quickly as possible and tidy up the site generally utilising our own membership.

ADMS has a track record for developing an unused building and redundant ground in line with local aims. The allotment delivered by ADMS in 10 months had been on the Local Plan for 10 years.





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### Section 5: Level and nature of support

5.1 Please provide details of the level and nature of support for the request, from your community and, if relevant, from others.

*This could include information on the proportion of your community who are involved with the request, how you have engaged with your community beyond the members of your organisation, their response and how the community have contributed to the design of the project. You should also show how you have engaged with any other communities that may be affected by your proposals.*

Donside Community Council have already expressed documentary support in the previously approved Expression of Interest (EOI). Neighbouring residents have been consulted and have been very supportive. The neighbouring residents and Police Scotland have expressed concerns relating to vandalism. The unoccupied building has been subject to vandalism both internally and externally.

Storage is an issue for a number of community groups, during and after Storm Arwen, ADMS was approached by a number of community groups seeking storage. Some of these community groups, for example Alford Garden Club, utilise the ADMS building for the Annual Alford Flower Show.



## From mountain to sea

### Section 6: Funding

6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the asset, and your proposed use of the asset.

*You should show your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, ongoing maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations. If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants.*

The cost of initial repairs to the bottom of the main door, the door to the small store at the left of the building and the flashing above the door of the right hand unit, plus the removal and building up of three window openings will all be met from existing ADMS funds using ADMS members to do the work. Tidying up of site including removal of a self-seeded tree and a rosa rugosa bush will be done manually by ADMS members





## From mountain to sea

### Section 7: Business Plan including a 3-year financial forecast

#### 7.1 Please give details of your Business Plan

*You should include a statement of your goals, reasons they are attainable, plans for reaching them and a forecast of future revenues and expenses.*

Transfer of ownership of the former Council garages to ADMS will strengthen its capacity to engage with larger scale community based projects, freeing up workshop space currently being used to store materials and projects awaiting collection. In addition, it will create a valuable resource for other community groups in Alford and the surrounding area for storage of equipment to support local resilience. This will contribute significantly to strengthening and coordinating the capability for local resilience.

It is intended that the building will be used only for storage of materials and items for ADMS and other local community groups. ADMS's main activities will continue to focus on the existing building. As such the new building will not be income generating in its own right but will contribute to the capacity of ADMS to generate income and secure grants for its activities. It will also strengthen the case for future support for a community led local resilience centre. It is estimated that this new capacity is likely to generate between £2000 and £5000 per year of additional income from projects in the first three years of use.

The building is generally in good structural order but will require some minor works and refurbishment to make it fit for purpose. ADMS has internal expertise and capacity to undertake this work at no cost other than for additional materials. Current estimates indicate this is unlikely to exceed £5000. This can be met from current reserves. Informal enquiries indicate that ADMS would though be in a strong position to secure in-kind and financial support from future grant applications and from local businesses. ADMS would seek to complete all necessary work within 12 months of securing ownership.

ADMS is committed to supporting local resilience and once ownership of the building is transferred it will build cases for grant giving bodies and approach local businesses for support for purchase, installation and upkeep of an emergency generator. This would ensure the proposed community led resilience centre would have the capacity to operate independent of the national grid if required. The current estimated cost for this is approximately £5000-£10000. It is envisaged that this would, subject to securing funding, be completed within 3 years of the transfer of ownership.

ADMS wishes to extend its current provision for inclusion. There is currently disabled access to the community rooms and toilets but the shed has enquiries for membership from those with restricted mobility. A longer-term objective, outside the timeline of this financial plan, would be creation of a wheelchair friendly workspace within the current footprint of the main building. This is at a concept stage and no detail plans or costings have been prepared to date.

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## From mountain to sea

### Checklist of accompanying documents

To check that nothing is missed, please list any documents which you are submitting to accompany this form.

#### Section 1 – you **must** attach your organisation's constitution, Articles of Association or registered rules

Title of document attached:

Already in possession of Aberdeenshire Council, but can be resent.

#### Section 2 – any maps, drawings or description of the land requested

Documents attached:

#### Section 3 – note of any terms and conditions that are to apply to the request

Documents attached:

#### Section 4 – about your proposals, their benefits, any restrictions on the asset or potential negative consequences, and your organisation's capacity to deliver.

Documents attached:

#### Section 5 – evidence of community support

Documents attached:





## From mountain to sea

### Section 6 – funding

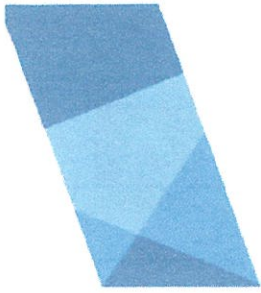
Documents attached:

### Section 7 – business plan including a 3-year financial forecast

Documents attached:

Completed applications should be sent to your **local Area Manager** and marked 'Asset Transfer'. **Contact addresses are listed below:**

<p><b>BANFF &amp; BUCHAN</b> Area Manager Town House 34 Low Street Banff AB45 1AY</p> <p>Tel. no: 01467 537131 Email: <a href="mailto:banffandbuchanamo@aberdeenshire.gov.uk">banffandbuchanamo@aberdeenshire.gov.uk</a></p>	<p><b>BUCHAN</b> Area Manager Buchan House St Peter Street Peterhead AB42 1QF</p> <p>Tel. no: 01467 537259 Email: <a href="mailto:buchan@aberdeenshire.gov.uk">buchan@aberdeenshire.gov.uk</a></p>
<p><b>FORMARTINE</b> Area Manger Formartine Area Office 45 Bridge Street Ellon AB41 9AA</p> <p>Tel. no: 01467 538439 Email: <a href="mailto:formartineareaoffice@aberdeenshire.gov.uk">formartineareaoffice@aberdeenshire.gov.uk</a></p>	<p><b>GARIOCH</b> Area Manager Gordon House Blackhall Road Inverurie AB51 3WA</p> <p>Tel. no: 01467 539371 Email: <a href="mailto:garioch@aberdeenshire.gov.uk">garioch@aberdeenshire.gov.uk</a></p>
<p><b>KINCARDINE &amp; MEARNES</b> Area Manager Viewmount Arduthie Road Stonehaven AB39 2DQ</p> <p>Tel. no: 01467 539723 Email: <a href="mailto:kincardineandmearnes@aberdeenshire.gov.uk">kincardineandmearnes@aberdeenshire.gov.uk</a></p>	<p><b>MARR</b> Area Manager Alford Area Office School Road Alford AB33 8TY</p> <p>Tel. no: 01467 536421 Email: <a href="mailto:marr@aberdeenshire.gov.uk">marr@aberdeenshire.gov.uk</a></p>



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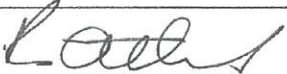

## **Signatures**

Two authorised signatories (e.g. manager, board members, charity trustees or committee members) of the community transfer body must sign the form. They must provide their full names and home addresses for the purposes of prevention and detection of fraud.

This form and supporting documents will be made available online for any interested person to read and comment on. Personal information will be redacted before the form is made available.

**We, the undersigned on behalf of the community transfer body as noted in section 1, make an asset transfer request as specified in this form.**

**We declare that the information provided in this form and any accompanying documents is accurate to the best of our knowledge.**

Name	Richard Atkey,
Address	2 Burnbank View, Alford
Date	8/2/2024
Position	Chairman
Signature	
Name	Barry Adams
Address	7 Littlewood Place, Alford
Date	8/2/2024
Position	Treasurer
Signature	





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