



## 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	Mill of Benholm Enterprise (SCIO)
Postal Address	[REDACTED]
Postcode	[REDACTED]

- 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	[REDACTED]
Position in CTB	Secretary & Vice Chair
Postal Address	[REDACTED]
Postcode	[REDACTED]
Email	secretary@millofbenholm.scot
Telephone	[REDACTED]

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.*



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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	N/A
X	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	SC 047943
	Community Benefit Society (BenCom), and its registered number is	N/A
	Unincorporated organisation (no number)	N/A

**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:

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?

Community Controlled Body



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### 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.*

<i>Name of Asset</i>	Mill of Benholm and grounds
<i>Address of Asset</i>	Mill of Benholm Benholm
<i>Postcode of Asset</i>	DD10 0HT

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: £ 1

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



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### 3B – Request for lease

What is the length of lease you are requesting?

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

Proposed rent:

£                      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.



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### 3C – Request for other rights

What are the rights you are requesting?

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.



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### 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.*

A mill has historically always been a hub of the community and the Mill of Benholm is no exception. After the extensive restoration during the 1990s by the then Kincardine and Deeside District Council Mill of Benholm opened as a community hub and visitor attraction and ran successfully until 2014 when it was closed. The Mill is greatly missed in the community. Mill of Benholm Enterprise (MoBE) has developed a long-term sustainable plan to stop any further deterioration to the site, enable safe access for the public again, restore the site and re-open and revive the Mill of Benholm as a community hub and visitor attraction organically under the use of the existing buildings once again, and safeguard this historical site for generations to come. The objectives are to enable safe access for the public, previous uses should be sustained and expanded, with a focus on the needs of children, older people, health and well-being and nature. The full site will be restored and promoted. The Mill building will be upgraded to heritage standards and have the mill machinery operational again for demonstration purposes, to be used for exhibitions, meetings and learning. Café provision will initially be from a mobile facility then later, an updated café will offer local produce. The grain store will be renovated to be used as a space for learning, meetings, training and workshops. Opportunities for training and employment will be created and links to active travel networks and other local attractions will be fostered. The special character of the place will be protected from inappropriate uses or alterations. The long-term sustainability must be secure. The promotion and improvement of economic development and regeneration; health; social wellbeing and environmental well-being will be at the core of the plans for the Mill of Benholm. The plans developed by MoBE accord with priorities as set out in the Kincardine & Mearns Community Plan (2019-2022). Priority 1 - Strong Resilient Communities will be met by empowering the community whilst also building further community capacity. Priority 2 - Community Connections and Wellbeing will be met by providing opportunities for more active and healthy lifestyles. MoBE will provide the space needed and desperately looked for by groups dealing with clients in need of mental support. MoBE is concurrently finalising the lease of the adjacent Mill Brae Woods which will enhance the whole project, helping to deliver mental and physical wellbeing. When talking with stakeholders, there is a lack of facilities in the South of Aberdeenshire which are suitable for groups and organisations whose clients need mental and physical support and for activity and outdoor orientated youth groups. The Mill of Benholm site would also provide vital services for many over 50's walking and cycling groups, as well as gardening and other community groups. The Mill of Benholm will draw visitors to the area seeking to visit the heritage attraction and unique recreational area with museum and café facilities. Events, exhibitions and performances will be held in the grounds and buildings while outdoor and indoor classrooms will enhance educational outcomes.



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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.*

MoBE plans to open up an important local asset to everyone living in the area, regardless of age, income and circumstances. Initially, the core users will be the local community although visitors from further afield will be encouraged. We are particularly keen to focus on attracting isolated older people and anyone that experiences loneliness. The community gardens can provide space for socialising and learning activities particularly for groups of individuals experiencing a range of mental health issues and learning disabilities. The wider community will benefit from increased access to the site, green spaces and active contact with the environment having proven benefits to health and wellbeing. In addition, we plan to offer a range of learning opportunities through a timetable of craft, traditional skills and forest learning workshops. The facilities will also be available to local schools, sporting clubs and groups. The community will benefit from increased volunteering opportunities, this will build confidence in individuals and enhance community resilience. The Mill of Benholm has been closed since 2014 and since then has not been able to generate any income nor drawn any visitors to the area, but the closure of the Mill of Benholm also had a negative impact for the visitor stream of the nearby historic Benholm Kirk. The asset has become a liability and recently Aberdeenshire Council has installed warning signs to warn visitors of hazards on site. This scenario has been in contrast to walkers continuing to visit the site in particular and Benholm in general, including those tending to the community garden. The key source of income has been lost with the closure of the cafe, which community activity together with surveys has evidenced is the part of the site that was previously most valued by visitors and local people alike. It is likely moreover, that the closure of the mill has had a wider negative impact on the area, reducing the local tourism offer and dwell time in the area. The reopening of a cafe offer undertaken as part of a range of phased upgrades to the complex of buildings and landscape, is vital to ensuring the financial sustainability of the site. Profits will be fed back into the maintenance and ongoing costs of the Mill of Benholm and to the local community. To generate income and enhance the site as soon as possible a catering trailer and pop-up catering opportunities will be offered as soon as possible. This will be cost effective and ensure the needed flexibility during the restoration phases. Simultaneously, increased provision of external seating, picnic areas and shelter, the reopening of the toilet facility and re-instating and enhancement of the pathways, will also mean that visitors can enjoy the amenity of the rich natural and historic surroundings, while local groups and business will be able to use the site, which will create income. The hospitality offer will be driven by high quality local organic produce, while merchandise will be sold on site. The carpark is already well used by walkers and visitors as well as by motorhomes for overnight stay. This can be utilised to generate further income and will be enhanced as the business plan shows.

Volunteer opportunities for local as well as nationwide volunteers will be created to manage and maintain the site, bringing in further footfall while reducing the costs of the project.

To visit the Mill of Benholm in conjunction with the historic Mill Brae Woods in its idyllic setting by a stream and the hamlet of Benholm is akin to stepping back in time. Research indicates that better access to the outdoors and time spent connecting with nature, can help tackle physical and mental health issues. The site offers plenty of potential for health activity, benefitting from both mental and physical health. Strong interest in using the site by groups active in this field has already been expressed to MoBE. Research from the Mental Health Foundation reported that in 2020 half of people in the UK said that being in nature was a favoured way to cope with stress. By investing in the wider site through upgrading the path network together with better signposting and interpretations, greater access to a high-quality natural environment with higher levels of nature connectedness will be possible.

The combination of woodland, productive arable fields beyond and the streams with distant views to the sea from high points will provide visitors with a range of unique natural experiences in an intimate natural and historic setting.

Connection to the wider area with improved signage will promote active travel to Johnshaven via either the historic old coach road through the conservation area and the hamlet of Benholm with the historic Benholm Kirk, or through the unmanaged woodlands and the coastal path.

The lack of regular bus services in an area which has poor geographic access, means that older and young people are disadvantaged when it comes to opportunities to access facilities.

These improvements of by the Mill of Benholm project will contribute strongly to the Health & Wellbeing Priority as set out in the LOIP for Aberdeenshire. The local area is predicted to have the highest number of old people in Scotland by 2027. This project will ensure that old people have better access to health activities.

The community garden will reopen, and the MCHLN group will be able to grow and have safe access to the site and facilities.

Mills are traditionally the centre of communities. Whilst this is a small immediate local community, social connectedness is important, especially for new residents to the area. The Mill of Benholm will become again a hub for the community where everyone can meet and take part in activities. This will actively reduce social isolation and create opportunities that encourage the community to get involved.

The area has been designated as a LCNS and is described in the conservation area appraisal as "an exceptional resource in this coastal area where large areas of mature trees are rare". MoBE has already undertaken some work in the Mill Brae Woods working together with Scotland Forestry. Further assessments of the full site including the woods are planned, to fully understand its biodiversity. The results of this will be fed into the site management plan and woodland management plan to ensure that the environment is enhanced and protected.

The project will lead to upgrades in the heating, installation of renewables such as photovoltaics and hydro power schemes.

Better connections to nature will result in pro-environmental behaviours.

Less use of cars by developing active travel will reduce carbon emissions. Accessibility to services is poor within the area (bottom decile for geographic access SIMD) so this will provide new services and activities in an area where there is an overdependence on motorised transport.





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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 Mill of Benholm is situated within the Conversation Area of Benholm and the designate Local Conservation Nature Site. The buildings as well as the whole site with its water structures is Category A listed.  
MoBE will work together with specialised consultants and Historic Environment Scotland, as well as be using the Conservation Plan by Sonya Linskaill to ensure the protection of this Category A listed site.  
Woodland and Site Management plans will be put in place to protect and enhance the biodiversity of the site.

### 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.*

Our plans will compliment the other visitor attractions in the area rather than negatively impacting them. MoBE would anticipate working closely with local businesses, cross promoting each other and encouraging more visitors into the area.  
Lack of funding could result in the further deterioration of the Mill buildings as well as further restrictions on the accessibility of the grounds to the public. We propose to minimise these risks through a phased approach to redevelopment of the buildings and the grounds as outlined in our business plan. We also plan to work closely with our business and heritage advisors who have considerable experience of similar projects and of attracting funding.  
We plan to be an inclusive organisation that welcomes the views of the local community. Through our newsletter and social media engagement we will communicate our progress with the community so that they can be actively involved in the Mill's future thereby minimising any sense of exclusion.  
The local community will be actively encouraged to become members of MoBE and to have their say on the way forward. There will also be opportunities for individuals to become trustees, therefore ensuring a robust board in the future.  
Groups that currently use the site will not be disadvantaged and will be encouraged to continue to be stakeholders in the development of the site. For instance, Mearns Healthy Living, who use part of the site, would be welcome to use the rejuvenated, more accessible garden area.



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### 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.*

The Board of MoBE consists of five Trustees, all elected by the members at the AGM for a duration of three years. The Chair leads the organisation, supported by the Vice Chair, Secretary, Treasurer, Minute Secretary and Trustees. The Board directs the strategy and plans of the charity as well as running the day-to-day business of the charity. Decisions are made during meetings with a simple majority where permitted. The current board is not only strongly imbedded in the local community but has an array of skills amongst the Trustees. Several of the trustees have experience of running their own business and managing projects. Their careers have given them experience in a range of industries from agriculture, management, catering and shipping to education and local history. For more details please see our business plan..

Previously, Friends of the Mill of Benholm and then the trustees conducted several public engagement exercises and stakeholder discussions and they have also organised a number of extremely popular public events.

There is involvement with Community Ownership Support Service, Rural Development Partnership and the Society of the Protection of Ancient Buildings thus giving access to the help and advice on offer. The trustees envisage making use of the wealth of skills available amongst the members of MoBE in the local community, forming working groups around particular tasks. MoBE is seeking funding to contract a Development Worker who can help the trustees to drive the business plan forward and assist in applying for funding. A robust set of policies have been developed that will underpin the management of the site.



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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.*

MoBE is a community-controlled body and the possibility of a successful Community Asset Transfer has more than doubled the membership of MoBE. The well-attended AGM in May 2023 demonstrated the continued interest and support from the community. Letters of support from the community are in the Business Plan appendix. MoBE continued to engage with the community by holding a number of "open day" events which proved extremely popular especially with families. Laterly, these events have had to be off site, for instance the Christmas Gathering which was held at Benholm Kirk which also hosts a permanent display of information about the Mill, it's history and future opportunities.

The trustees are continuing to engage with a range of stakeholders that are be interested in using the mill's facilities in the future, these include training providers, schools, community groups and charities.

MoBE hosted a Tourism Networking Event that brought together representatives from visitor attractions throughout the Mearns. Attendees discussed how groups could work together to promote the area. It is hoped that the mill can become an important part of the area's tourism offering.

A newsletter is distributed regularly to members and displayed locally.

During the original feasibility study, there was overwhelming support from survey responses to retain the Mill of Benholm as an important heritage asset with 85% supporting this. 77% of survey respondents identified a demand for social activity and 71% identified a demand for walking and cycling routes. 97% of respondents had visited the café before and said they would continue to use it if it re-opened.



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### 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 funding strategy within the Business Plan takes account of the mix of revenue required and capital funding to allow for the repair and refurbishment costs of the Mill and infrastructure.

The funding prediction takes account of the mix of revenue required to cover revenue costs, including the employment of the necessary staff, and capital funding to allow for repair and refurbishment cost of the Mill and infrastructure. This is referred to this where relevant. Assumptions have been made based on the updated business plan (August 2023), updated costs and other supporting material supplied to the consultant such as the Options Appraisal, by Arc Architects condition reports by David Narro Associates and Mill specialist Jolyon Havden, and is also supplemented by additional feedback through discussions with MoBE.

The business plan, and further desk based research has been considered when assessing the various sources of funding. The fact that the Mill of Benholm is a listed building located in a conservation area and in an attractive rural setting with landscape designations offers potential to attracting funds from funds with a focus on building preservation and environment. It will be important to focus on the lack of access to local services and rural isolation (the Mill sits in the lowest decile for geographic access). The Mill should qualify for funding where there is a particular focus on rural communities. Ownership of the mill and site, or a long term lease of 25 years will mean that some funding sources cannot be accessed until this requirement is secured. An indicative amount of £270,000 for immediate and making good capital works has been used as the initial fundraising target based on costs identified by Arc Architects (condition report costs August 2022). These costs include the employment of a Project Development Officer as well as costs such as marketing materials to drive the project forward. The category A-listed mill building is in the Benholm conservation area, and which is also a designated Local Conservation Nature Site (LCNS). Also located in the conservation area is the category A-listed Benholm Kirk. To the north of the area, to the Burn of Benholm, is an area designated as Site of Special Scientific Interest (SSSI) due to the geological make-up of the area. The fact that both the buildings and natural environment have been statutorily protected widens the scope of funding streams that can be accessed for this project.

Phase 1 would result in sufficient repairs to make the site safe to access and begin opening up to the community again. This will include repairs to the mill infrastructure so that the small heritage attraction can be reopened, updated interpretation and facilities. A pop up café made possible by purchasing and converting a catering truck will once again provide visitors with the option to buy refreshments. Small scale improvements will be made to the path network to open up the site.

Based on current funding opportunities, and grant potential from charitable trusts and foundations, MoBE could successfully raise funds for Phase 1 and could include funding the refurbishment of the building beyond limited repairs and for later phases, although the greater the target, the greater the difference the project will need to make and evidence accordingly. Clearly, the quality of any application will be a factor in the success of the applications.

A wide range of funds, trusts and foundations were researched for this funding report and thereafter selected for inclusion in this report. Unsuitable funds due to specific criteria were discounted at this stage. Funders were chosen based on their published criteria and direct knowledge by the researcher, which indicated that they could be good potential sources for Mill of Benholm Enterprise community led redevelopment project.

In the first instance, research was focused on trusts and foundations based in Aberdeenshire and the north east of Scotland, before widening out to the whole of Scotland and the rest of the UK. Public funds including those from the Scottish and UK Government's were also explored. Due to the varied nature of the project as outlined in the business case, the researcher focused on grant making bodies that have the capacity to award funding to both capital and revenue costs. The research concentrated on trusts that have a specific focus on projects with a heritage and/or community involvement, identifying funding sources favouring rural communities and older people. Reference is made to the relevant project themes where appropriate, including improving access and the natural environment.

Excluded within the prospects is a range of Landfill Trusts, some of which have a Scottish base, all of which have separate criteria funding scheme for Scotland. This is a tax credit scheme that enables operators of landfill sites to contribute money to Approved Bodies to carry out projects that meet environmental objectives. This type of funding would be suitable for the MoBE proposals BUT requires lease with at least 5 years remaining or ownership of the site. A letter of intent is not deemed adequate. Should MoBE take ownership of the site then there is an option to explore this type of funding.

Landfill Trusts, and increasingly other sources such as the National Lottery Heritage Fund, have an interest in environmental sustainability. Therefore, there is merit to ensuring that the works to the building including upgrades to boilers etc that are more efficient and should include sustainable development. Sustainability and measures towards Net Zero are required by most funders and it is for this reason that details have been included for Local Energy Scotland (LES) who could provide professional advice and support for MoBE to consider alternative renewable energy options.

Ownership, or long terms leases are required by most funders and a letter of intent is usually insufficient. Therefore, funders such as the National Lottery Heritage Fund have been discounted for Phase One.

Please see Appendix for detailed list of funders and Business Plan for further detailed costing.

Furthermore, an Expression of Interest has already been submitted the Levelling Up Community Ownership Fund and MoBE has been invited by the fund to submit the full application when ownership is secured.



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### 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.*

Our business plan sets out our strategy to achieve a sustainable solution for the organisation and the Mill of Benholm by using the existing buildings. Benefits will include environmental improvements contributing to health and wellbeing; educational outcomes; the preservation of this rare Category A listed historic asset; contributions to the local tourism offer by increasing spend and dwell time in the area; enhancement of the whole conservation area of Benholm, especially in cooperation with Historic Churches Scotland owner of the Historic Benholm Kirk; strengthened place based outcomes by improving active links within and from Benholm; and net zero and biodiversity gain through woodland management, path networks and renewables. On successful transfer of the asset, a phased approach will be taken that is both realistic and achievable.

After gaining ownership of the Mill of Benholm we will start a phased approach beginning with a Preliminary Phase, working with volunteers to re-establish public access to the site. Paths will be cleared, and we will ensure that all walkways and bridges are fit for purpose and the toilet facilities are re-instated to working order. We will apply for additional funding to add to our existing funds to enable us to use contractors to reinstate the plumbing and electrics, assess the reed bed and clear the pond of vegetation. We will also use this initial phase to apply for funding for larger projects. We expect this Preliminary Phase to take around six to nine months.

##### Phase 1

The funding applied for during the preliminary phase, will allow MoBE to re-open the Mill building as a heritage attraction, develop and restore the buildings and the wider site. Income will be generated through the letting of space and modest facilities whilst a pop-up café will be established. Activities with partners will be established.

Whilst Phase 1 is progressing, applications for funding will be made for the follow-on capital works. We expect Phase 1 to take around 3 years with works funded project by project.

Work for Phase 1 will be mainly undertaken by contractors in line with the Conservation Plan issued in 2023, while smaller work will be done by our volunteers together with volunteers from SPAB (Society for the Protection of Ancient Buildings). The Grounds will be maintained during this phase by MoBE volunteers.

This phase would be funded mainly by funds from organisations like the National Lottery Heritage Fund, Historic Environment Scotland, Architectural Heritage Fund and COF Levelling Up Fund.

##### Phase 2

This second phase will enhance the Mill of Benholm to make it more attractive to visitors, complete the restoration and increase the benefits for mental and physical well-being, community focus, while becoming a tourist attraction once again.

The work will be split into piecemeal projects to make it more manageable thus reducing the overall risk of the project. A programme of restoration of the buildings and the wider site will be commenced. This will be undertaken by contractors in line with the Conservation Plan 2023 and be funded by funds from the National Lottery Heritage Fund, Historic Environment Scotland, Architectural Heritage fund and the National Lottery Community fund. A permanent café will be created, and other indoor and outdoor spaces will be developed to be let and used for events. The Mill will be restored to working order, able to be used for demonstration purposes. Workshops and skills training will be delivered by partner organisations and new facilities will be provided to enhance the site for tourists.

Phase 2 will only be initiated after successful completion of Phase 1 and will be undertaken by contractors in line with the Conservation Plan 2023 and specialist advisers and consultants. This phase is estimate for a duration of 2 years and will be funded by organisations like the National Lottery Heritage Fund, Historic Environment Scotland, Architectural Heritage Fund, and the National Lottery Community Fund.

We have been engaging with potential local stakeholders - Forest Schools, local Primary Schools, Aberdeenshire Community Mental Health Team, Pillar, Milltown Community, Mearns and Coastal Health Living Network, Guides and Scouts. These groups and organisations have all pointed out the tremendous lack of facilities in the South of Aberdeenshire and indicate their strong interest in using the grounds and the buildings at the Mill of Benholm once access is safe.

MoBE is also working with Historic Churches Scotland, SPAB (Society for the Protection of Ancient Building), Nature.Scot, SCOTO (Scottish Community Tourism Organisation, Visit Aberdeenshire, Johnshaven Heritage Hub, and with many local volunteers and members.

For further details please see our Business Plan in the Appendix



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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	[REDACTED]
Address	[REDACTED]
Date	24th August 2023
Position	Chair
Signature	[REDACTED]
Name	[REDACTED]
Address	[REDACTED]
Date	24th of August 2023
Position	Vice Chair & Secretary
Signature	[REDACTED]



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### 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:

Constitution of the Mill of Benholm Enterprise (SCIO)

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

Documents attached:

Site Map of the Mill of Benholm Site

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

Documents attached:

N/A

#### 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:

Please see relevant boxes of this form

#### Section 5 – evidence of community support

Documents attached:

Letters of Support, Volunteer Base, Suggestions and Thoughts



## From mountain to sea

### Section 6 – funding

Documents attached:

Funding Report

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

Documents attached:

Business Plan for the Mill of Benholm by Mill of Benholm Enterprise (SCIO)

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:kincardineandmearns@aberdeenshire.gov.uk">kincardineandmearns@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>



**Site Map of the Mill of Benholm site – DD10 0HT**

