



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	Auchenblae Parks Committee
Postal Address	The School House, Auchelblae
Postcode	AB30 1WQ

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	Funding & Project Coordinator
Postal Address	[REDACTED]
Postcode	[REDACTED]
Email	[REDACTED]
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	
x	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	SC052324
	Community Benefit Society (BenCom), and its registered number is	
	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:

A Scottish Charitable Incorporated Organisation (SCIO) with 20 members.

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 Group with 20 members.



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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.*

Name of Asset	Former Auchenblae Public Toilets
Address of Asset	Former Public Toilets Mackenzie Avenue Auchenblae
Postcode of Asset	<b>AB30 1XU</b>

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.*

The building which was formerly the Auchenblae Public Toilets is in the heart of the village and is in prime location to be used as a community asset that will be in keeping with the conservation status of the village.

Community ownership has the full support of the Auchenblae Parks Committee, Auchenblae Community & District Association, and Auchenblae Parent Council. These three groups represent the needs and views of almost the entirety of the population.

There is an immediate need in the short term for storage for both the Community Association and Parent Council. Currently they are using non-community locations, private housing, and outdoor sheds nearing end of life to store equipment; the ability to store equipment locally and within walking distance of the facilities will be of huge benefit. Additionally, we will be able to restore the aesthetics of the building, and clean and repair the internals. The first stage of the restoration will be funded by private individuals with medium term requirements met through fund raising.

The cost of rates (electricity etc.) will be included within the current Auchenblae Parks Committee operating costs along with the Golf Pavilion and Tennis Pavilion, which are easily costed within the current financial model.

The medium to longer term goal is to develop a sustainable model whereby there is revenue generation that can fund the re-opening of a single, unisex public toilet. The community groups have already suggested ideas such as a rental e-bike station that would allow sustainable travel, increase tourism and generate income to re-open a toilet.

Ultimately, given that the current state is in disrepair and un-used, the community groups are perfectly placed to revitalise the location to fit in with the other community owned facilities.

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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 community benefits by adding to the community owned asset portfolio, which will increase engagement between the various community groups, and offers an immediate solution to a current problem. It will be a truly shared resource, owned and operated by the Parks Committee but with each group being key stakeholders in terms of being the end-users and involved in the long term decision making process.

Regeneration: Currently it is in a state of disrepair, and we want to have the heart of the village in keeping with the conservation status and beauty of the area by refurbishing the building.

Economic: We are currently looking at many sustainable projects, and micro generation potential in and around the village. This site has a large electricity capacity potential for future feed-in projects. For example, if we move ahead with the e-bike project or any revenue generating projects this will help to strengthen the financial position of the Parks Committee and thus protect the paid staff that work for the charity. If we are able to get a toilet re-opened then we would require maintenance/cleaning which would mean another paid role.

Social Well Being: The future use of the facility, example e-bike station, will increase social mobility and provide further health benefits to the community. An ideal green method to enable people to travel to Drumsleed and Spud Hut for local produce.

In the short term there is an immediate benefit, but by taking ownership of the facility the long term potential is huge - every piece of the Parks Committee jigsaw is designed to encourage outdoor activities, promote health and wellbeing, to provide recreation and leisure and ultimately to ensure that there is a sustainable model to keep it going far into the future.

Environmental: Everything that the Parks Committee does is geared towards protecting the environment so that people can enjoy the wildlife and scenery. An e-bike station would empower more people to be able to enjoy the scenery in a green, sustainable manner.





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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.*

Each project is carefully planned, with many of the committee members living within the conservation area, so this helps towards ensuring the heritage and status of the village remains intact.

### 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.*

The biggest risk is that it remains unused and in a state of disrepair and becomes a total destructive loss, but that doesn't add any new consequences or effects to the local people due to the fact that the status quo would remain. Additionally, we are confident that the available community funds will continue to support community projects such as this, and be a potential avenue for unknown costs.

Secondly would be the additional running costs, but we have costed that in to the financial operating model and it is easily affordable based on current income/expenditure.



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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.*

Recently, we embarked on a project to restore and modernise the Auchenblae Football Pitch. We were able to utilise 1000's of volunteer hours, raise thousands of pounds from private companies and private individuals, coupled with raising much more from normal established channels.

We aren't going to make sweeping changes to the facility, but it will require new windows, painting and internal repairs. These will all be carried out to the relevant standards by volunteers and qualified personnell where necessary. The Parks Committee has an excellent, reliable, list of local subcontractors that we deal with on a regular basis.

In terms of ongoing running costs and maintenance requirments, we already own and run a golf pavilion, football pavilion, tennis pavilion, golf outbuildings and we can utilise the paid staff to assist where necessary.



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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.*

Auchenblae Parks Committee were in full support of this proposal. There are 15 members and Treasurer; all of which were in support and include:

- Bowling Convenor, represents 50 members
- Tennis Convenor, represents 100 members and Coaches
- Golf Convenor, 300 members
- Auchenblae Football Club (60 group members)
- Den Convenor, 1000s of Den users
- Regular Members

Auchenblae Community & District Association were in full support of the proposal. 12 members who represent the community and run the hall and Gala Day. Desperately needing storage area.

Auchenblae Parent Council were in full support of this proposal. These members represent the demographic of all the Children and Parents. Desperately needing storage area.

Members of the public, generally don't want to see a dilapidated building in the heart of our village, and overwhelmingly the feedback has been positive.



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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.*

Firstly, if there is a purchase price after discount, then we would:

1. look at available reserves
2. look at possible private funding
3. approach the Auchenblae Community Association for emergency funding

Maintenance costs would be factored into the Auchenblae Parks Committee operating expenses.



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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.*

The initial community use would have low running costs, more than likely could be funded by using the APCs budget surplus. It would be Electricity Standing Charge and Electricity Usage (Max: £600 per year).

Routine Maintenance (fixtures, fittings etc.) - £100 per year

If we are successful with the e-bike project then that would allow the facility to generate income to become self sufficient and cover the running costs of a toilet etc.



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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	17/08/23
Position	Funding and Project Coordinator
Signature	[REDACTED]
Name	[REDACTED]
Address	[REDACTED]
Date	17/08/23
Position	Chair
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:  
APC Constitution 2021 Signed

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

Documents attached:  
Site Map\_Toilets

#### **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:



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### 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: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>