



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:	Catalyst Community Regeneration Company
Postal address:	Catalyst Vineyard Church 49 Gilcomston Park Aberdeen
Postcode:	AB25 1PN

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:	Neil Simpson
Position in CTB:	Community Hub Development Manager
Postal address:	Catalyst Vineyard Church 49 Gilcomston Park Aberdeen
Postcode:	AB25 1PN
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 ⁶⁴⁶⁰⁴⁹	X
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is ^{SC049708}	X
	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:

n/a

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?

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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:	Mearns Community Centre
Address of Asset:	148/152 High Street Laurencekirk Aberdeenshire
Postcode of Asset:	AB30 1BL

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: £ 1.00

Please give information setting out any other terms and conditions you wish to apply to the request. (continue on a separate sheet if necessary)

We wish to own the property outright so that we can upgrade the facility to turn it into a community hub that will bring benefit to the Mearns community .

We would like full title to pass to CCRC so that we are able to spend the required monies that it would take to carry out the upgrades and alterations that we be associated with such a project - See BusinessPlan



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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:

£ 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.

Catalyst Community Regeneration Company (CCRC) supports the activities of the community of interest among the local church groups operating as part of Catalyst Vineyard Church (charity number SC012824) by acquiring buildings that might be under-utilised or in need of refurbishment and overseeing their rejuvenation and development for the benefit of the wider communities where the local church groups are located.

Its charitable purposes are the advancement of the Christian religion for the public benefit through the provision of resources to the community of interest for outreach and for social transformation, motivated by a response to the Christian gospel. Its activities include the prevention or relief of poverty, the advancement of religion, community development, and the relief of those in need.

CCRC wishes to acquire the Mearns Community Centre for use by Catalyst Vineyard Church's Mearns congregation as a community hub providing a broad range of mid-week community activities and hosting Sunday church services. Catalyst Vineyard Church and its sister charity Integrate Scotland have established track records over the past 10 years of successful delivery of social transformation activities.

These include the provision of pastoral care and food banks for homeless people and for those with addictions, holiday clubs for primary school children, mum's and toddler's groups, youth groups, student groups, marriage courses, lunch and chat clubs for elderly and lonely people, men's and women's drop-ins for those in difficult life situations, debt counselling and support to ex-prisoners.



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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 social transformation activities of Catalyst Vineyard Church and Integrate Scotland have a track record of generating a highly positive effect on the communities in which they take place. All members of the public can benefit from the services and activities that will be provided, although they will be primarily targeted at people living in the local communities in which Catalyst Vineyard Church is active. The social transformation activities generally involve no charge or fee. As most of the services are provided free of charge, concessions are not required. There are no membership fees.

It is intended to develop more engagement with those living in the local communities and to foster a positive quality of local community life by renting out the buildings for local community clubs and groups. The rental of building space for use by local club groups is likely to involve a fee being charged, taking account of affordability, to recover running costs.

There are no known physical or practical restrictions to accessing the services the charity will provide. The physical lay-out of the buildings to be used in the future is unknown. Reasonable steps to provide adequate physical access, including disabled access, will be taken.

The social transformation services are made available to all persons, with equal and fair treatment being provided to all those who wish to avail themselves of the services. The services are not restricted to people with any of the protected characteristics listed in the 2010 Equality Act. The rental of building space to local clubs and groups could be restricted if the ethos or activities of any club is in direct conflict with the Christian ethos of the Catalyst Vineyard Church, church communities



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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.

No known restrictions

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.

Parking / congestion could possibly be an issue , however we would plan to make good the playground area once the derelict portacabin has been removed which should mean that approximately 15 parking spaces would be available on site .

We would also encourage local able bodied folk to walk where possible to encourage their own well-being whilst also minimising the impact on the environment



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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.

CCRC was established to acquire buildings for use by Catalyst Vineyard Church in the various towns and localities, currently in Aberdeen and Aberdeenshire, where it operates. One of the options to acquire buildings is to make use, where the opportunity presents, of the Asset Transfer mechanism under the Community Empowerment Act 2015. The articles and governance structure of Catalyst Vineyard Church do not comply with the requirements for a community-controlled body as defined in the Act. Rather than change the existing structure, which has served the charity well for 10 years, CCRC was set up with articles which comply with the requirements for a community-controlled body under the Act, based on a community of interest as provided for in the Act.

Rental agreements to use the buildings acquired will be put in place between Catalyst Vineyard Church and CCRC. Catalyst Vineyard Church currently has local church communities in 3 locations in Aberdeen City and in 4 locations in Aberdeenshire (Inverurie, Ellon, Stonehaven and Laurencekirk). It owns a building in only one of these locations (Gilcomston Park, Aberdeen). In all other locations it rents properties, usually local school halls, for its Sunday church services but has no permanent presence during the week in these localities. The goal is to obtain permanent facilities in all of its locations in order to provide a mid-week presence and so extend the provision of its social transformation activities.

A requirement of the Community Empowerment Act 2015 is that the company must have a minimum of 20 members, the majority of whom are members of the community of interest. The members will consist of members of Catalyst Vineyard Church who have active roles in the delivery of social and community transformation activities, including Site Pastors, Ministry Pastors (mum's and toddler's groups, children's work, youth activities, community chaplaincy, drop-ins, etc) and volunteers. In compliance with the Act, membership will be open to any person who is a member of the community of interest. The members will have control of the company through voting rights at General Meetings including the appointment of board members. The majority of board members will also be members of the community of interest. The company will not offer any benefits to members that are not available to the general public.

Trustee directors will meet on a regular basis to oversee the activities of the company. No payments will be made to trustees or connected persons, other than the reimbursement of out-of-pocket expenses, except for the remuneration of directors or members under the terms of a bona fide contract of employment. The articles make provision for the organisation to employ staff for the proper conduct of the activities of CCRC.

The Community Hub Development Manager, Neil Simpson, carries out the day-to-day activities of the company. His responsibilities include engagement with local authorities and other public organisations to identify and acquire suitable buildings under the Community Empowerment Act 2015 (Asset Transfer), and engagement with public and private organisations to acquire suitable buildings on the open market. The Community Hub Development Manager works closely with the Site Pastors of Catalyst Vineyard Church to identify suitable buildings, to evaluate how they will be used to develop the social transformation activities of the Sites and in preparing a development plan for each building. Robust development plans are prepared to support the building acquisition opportunities, including details on how each building will be used, the nature of involvement with the local community, and alignment with the Local Authority's Locality Plans for the community in question.

The company might undertake the physical development of its properties, including refurbishment, extensions and new construction.



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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.

As we have now been an active part of the Mearns community for a number of years now, we are well aware of the diverse needs of the local community thus affirming our vision of establishing a local community hub within Laurencekirk.

We would be able to offer support to community groups who are looking for a place to meet by renting out the centre at an affordable rate.

Having our own building would mean that we would be better placed to serve and support the local community more effectively, without the concern for room bookings and transportation and set up of equipment. We would also be able to respond more effectively to any needs within the community as they arise.

We would also look to facilitate additional community activities and support new initiatives such as breakfast clubs and after school clubs, support for the elderly and those with additional needs.

Having our own building would mean that we could use it daily (day & evening) to benefit the whole community in as many ways as possible.

We run various community events for children throughout the year. For example, we ran an Easter egg hunt around the town this year which was totally free and gathered over 200 people. We had a café running at the same time out the back of car boots. We have run scavenger hunts, fun runs, riverside walks, bug hunts and we hold our summer BBQ where all the community are invited to come along. We also have a family friendly Ceilidh where we raise money for a local charity.

For all of our Community Events & Initiatives, as well as for our regular church services, we usually use a combination of platforms to promote these. We often print posters, flyers, banners & signs, plus we engage with the community on Social Media, via our Facebook page, community groups, Instagram, etc. Our website is maintained on a regular basis and updated to reflect all this information in an attractive and accessible way.

See Business Plan and "Making a Difference " Feedback Cards



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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.

We estimate that the proposed refurbishment and required alterations would come in at c£100,000

The planned works would be wholly funded by Catalyst Vineyard Church . A copy of latest accounts are attached .

3 year forecast to follow



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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.

Draft Attached / Final version To follow



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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 at 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	Neil Simpson
Address	[REDACTED]
Date	12th March 2020
Position	Community Hub Development Manager / Director
Signature	[REDACTED]
Name	Scott Robertson
Address	[REDACTED]
Date	12th March 2020
Position	Associate Pastor / Director
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:

CCRC Articles

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

Documents attached:

n/a

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:

Business Plan

Section 5 – evidence of community support

Documents attached:

Making a difference cards attached



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Section 6 – funding

Documents attached:
Latest Financial Report

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

Documents attached:
Business Plan

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

<p>BANFF & BUCHAN</p> <p>Area Manager Town House 34 Low Street Banff AB45 1AY</p> <p>Tel. no: 01467 537131 Email: banffandbuchanamo@aberdeenshire.gov.uk</p>	<p>BUCHAN</p> <p>Chris White Area Manager Buchan House St Peter Street Peterhead AB42 1QF</p> <p>Tel. no: 01467 537634 Email: buchanareaoffice@aberdeenshire.gov.uk</p>
<p>FORMARTINE</p> <p>Elaine Brown Area Manger Formartine Area Office 29 Bridge Street Ellon AB41 9AA</p> <p>Tel. no: 01467 538439 Email: formartineareaoffice@aberdeenshire.gov.uk</p>	<p>GARIOCH</p> <p>Margaret-Jane Cardno Area Manager Gordon House Blackhall Road Inverurie AB51 3WA</p> <p>Tel. no: 01467 539371 Email: garioch@aberdeenshire.gov.uk</p>
<p>KINCARDINE & MEARNES</p> <p>William Munro Area Manager Viewmount Arduthie Road Stonehaven AB39 2DQ</p> <p>Tel. no: 01467 534684 Email: kincardineandmearnes@aberdeenshire.gov.uk</p>	<p>MARR</p> <p>Janelle Clark Area Manager Alford Area Office School Road Alford AB33 8TY</p> <p>Tel. no: 01467 536421 Email: marrareaoffice@aberdeenshire.gov.uk</p>