

Highland Council Asset Transfer Request Approach Asset Transfer Request Form

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015.

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

1.1 Name of the CTB making the asset transfer request

Strathnaver Museum

1.2 CTB address. This should be the registered address, if you have one.

Postal address: Clachan, Bettyhill, Sutherland

Postcode: KW14 7SS

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

Contact name: Fiona Mackenzie

Postal address: [REDACTED]

Postcode: [REDACTED]

Email: fiona@strathnavermuseum.org.uk

Telephone: [REDACTED] 01641 521 418 (museum)

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.

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

x	Company, and its company number is	SC297877
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	
	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.

1.5 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:

1.6 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 transfer body

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.

Land to the north of Bettyhill graveyard at Clachan which is part of the graveyard extension. The area of land in question is indicated in the attached location plan. The information on the register of land:

Business Unit Name: Clachan Cemetery
Business Unit Ref: HC 05351
Category: Community Asset
Function: Burial Ground
Easting: 271446
Northing: 962255
Address: Clachan Cemetery, Bettyhill, KW14 7SS
UPRN: 130113727
Building count: 0
Site Count: 2
Total Building GIA (m2): 0
Total Site Area (m2): 6018.18
Business Unit Type: Feuhold

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: 130113727

Section 3: Type of request, payment and conditions

3.1 Please tick what type of request is being made:

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

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 attach a note 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.

3C – Request for other rights

What are the rights you are requesting?

N/A

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.

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.

Strathnaver Museum has ambitious plans to improve the services and facilities we offer while strengthening our sustainability through the *Redevelopment of Strathnaver Museum as a heritage hub for north west Sutherland*. The over-arching objectives of the project will:

- secure the condition of our important B listed building by making necessary improvements;
- secure the collection in the locality and improve the environmental conditions to aid preservation;
- improve the visitor experience and encourage repeat visits and longer stays;
- increase the income we can generate through improved services and retail area;
- increase the movement of visitors within the area;
- create a destination venue.

The creation of an annex building, on the section of land in the graveyard extension, is an integral part of the project. The annex will allow us to move the larger agricultural exhibits out of the museum building freeing up much needed space. This will improve visitor flow and improve the story we tell, thus enhancing the overall visitor experience. The additional building will also enable us to stage workshops and training opportunities on site for local people. For instance, by using our collection to deliver training on object handling, conservation, family and local history research. Added benefits will include confidence building and reducing isolation.

Together with Strathnaver Museum, Bettyhill Café and the proposed annex we would create a campus destination in a key location on the North Coast 500. We would market our site as a destination for travellers on the route and tell the story of Mackay Country. Working in partnership with other local groups and tourism providers we will encourage visitors to stay longer, explore off the route and ultimately return to the area.

The transfer of the land is fully in line with the purpose of the transfer to Highland Council by the Trustees of the Church of Scotland, "The area to the north and east of the current cemetery was sold to the Local Authority in 1990, for use as a further cemetery extension and an Interpretative Centre close to the are identified on your plan as the site of the annex." (Church of Scotland, 11 April 2019).

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, health, social wellbeing, environmental benefits; or how this will tackle inequalities.

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

Community ownership will provide a wide range of benefits to the community as follows:

Economic: The importance of cultural work in relation to economic regeneration within Scotland's communities has been noted at national level. Such resources are particularly of interest to the Scottish diaspora who wish to visit the areas their descendants came from and learn more about their lives. This has a significant economic benefit for the area both locally and regionally as well as at a national level. The increasing popularity of the North Coast 500 route is a key driver for our economic prosperity and *Strathnaver Museum* provides a valuable service to visitors.

Importantly improving our income generation will enable us to become more resilient and sustainable ensuring *Strathnaver Museum* continues to deliver social, educational and economic benefits into the future. This will be achieved through additional income generated through admissions, retail and services.

- bring significant economic benefit to north Sutherland as more visitors come to the area;
- take advantage of opportunities to improve our sustainability through income generation activities;
- encourage visitors to explore further by highlighting other attractions and businesses of interest in the area;
- provision of additional services to generate additional income such as family history research and bespoke experiences eg. traditional skills workshops with local artisans.

Regeneration:

Our building is regionally important and needs repair and the reversal of previous inappropriate work such as the removal of the cement render. The creation of the annex building is an integral part of the project and as a whole will attract significant funding to the area in order to regenerate our important building.

- carry out essential repairs and maintenance to our building fabric;
- make more effective use of the internal space within the building to enable us to carry out our services more effectively eg. educational activities;

Health & Social Wellbeing:

Our project will have a multitude of social benefits for people and the wider community. This will be delivered through our activity programme which will run alongside the capital work and include:

- a programme of education activities to help people understand the heritage associated with the Museum;
- provide more opportunities for local schools and continue to support the Curriculum for Excellence;
- continue to develop partnership projects with other community groups such as the 2015 projects Pibrochs and Poppies project with *Feis air an Oir* and the *Venture North* heritage mobile application for Caithness and Sutherland;
- use our collection to create reminiscence boxes to be used by local groups and carers delivering services to older people and those with dementia.

These activities will create a programme of training, skills development and socialisation opportunities which will support learning, help to build confidence amongst participants and help to reduce loneliness and isolation.

We also anticipate that the development of this project and the involvement of other community groups will help to build community resilience and confidence. The project has a strong ethos of partnership working and will deliver multiple benefits in the form of larger projects. We expect to attract a considerable amount of external funding to deliver the activity programme and capital work.

Environmental:

Our project will improve the environmental conditions in our building to improve the energy efficiency of the building. This will be achieved through insulation and removal of the cement render which is having a detrimental impact on humidity levels within the building. We are conscious about making environmental sustainable energy choices and the annex building will be heated by an air source heat pump.

Our interpretation and activity programme will include educational elements exploring the environment, changing land use and the consequence of our choices on the environment. We received a Royal Society Places of Science Award in 2019 and are working with all 6 local primary schools on a project exploring the environment. The children's work will be displayed in the museum in October and the project will be developed in 2020 to explore natural medicine.

Tackle inequalities:

A community owned operation such as Strathnaver Museum enables everyone to have a stake in the future of this vital community asset. This brings social equality and feelings of wellbeing throughout the community. We will ensure barriers to prevent people taking part are removed or mitigated as far as possible, this will include the installation of disabled parking close to the annex. The creation of the annex will allow visitors to use our facilities, access our services and view items in the collection which might not otherwise be accessible. Improvements to the layout in the main building will enable more people to visit but due to the status of the building making it fully accessible isn't possible.

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.

None known

Negative consequences

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.

Within any community enterprise issues of succession and capacity to deliver could put undue pressure on the group and board. In this case the board and volunteers have been working incredibly hard to make improvements to Strathnaver Museum. The organisation has achieved a great deal since its creation in 1976 and from that day to this has maintained a dedicated and enthusiastic team of volunteers with an experience and committed board.

The project is driven by volunteers and directors in answer to problems and issues which have been identified over many years. The project will strengthen the organisation by improving the conditions for the volunteers, and thus encouraging more people to volunteer, reducing the strain on the current volunteers. It will seek to improve our economic sustainability and reduce our reliance on grant funding.

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.

Despite its modest origins *Strathnaver Museum* has been punching above its weight for years and has an impressive track record of developing and delivering ambitious and innovative partnership projects. One of the greatest strengths of the organisation is in its community roots and the way it has developed and nurtured local partnerships at both a community and public level. As can be seen in the attached document 2012-2019 Project History *Strathnaver Museum* has a long history of delivering ambitious projects supported by a multitude of funders. As can be seen in

the Business Plan at 2.3 our Board possess a wide range of skills and experience in the voluntary, public and business sectors. Specific skills are in education, management, human resources, heritage and finance.

Strathnaver Museum benefits from the services of experienced staff in the form of Development Manager, Volunteer Coordinator and Administrator. The museum has also secured the services of an architectural team who have produced drawings and costings for the project. Pending securing project funding their services will be reengaged.

Strathnaver Museum is an Accredited museum and as such meets national standards and has access to support and resources including training from *Museum Galleries Scotland*.

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 and what their response has been. You should also show how you have engaged with any other communities that may be affected by your proposals.

Strathnaver Museum is community owned and run and has a large degree of community support, both geographically and of interest. Letters of support from Bettyhill, Stathalladale and Altnaharra Community Council, Tongue, Melness and Skerray Community Council, Scourie Community Council, Mackay Country Community Trust, CVS North, Caithness Horizons and North Coast Campus. Private individual and former head teacher Jim Johnston has also supplied a letter of support. Other letters of support have been received from Museum Galleries Scotland, North Highland Initiative, High Life Highland and Jamie Stone MP.

The community has been at the heart of the development since its inception several decades ago. The Board and volunteers, and comments from visitors, have highlighted potential areas for improvement over the years. These have been acted on where possible, but in order to realise the ambitions of the organisation to create a world class visitor attraction we require major investment. The group has built up its expertise and experience by conducting a vast range of innovative community

£120,085 professional fees

£671,804 Renovation of Strathnaver Museum

£550,431 Construction of annex

£138,699 contingencies

£230,150 contractors' preliminaries

Full details are available in the cost plan produced by the Quantity Surveyor based on the architects plan which is available on request.

The capital work will be funded as follows:

£35,000 SSE Strathy Community Fund - secured

£30,000 Own funds – secured

£1,802 Refurbishment Appeal – secured

£650,000 Natural and Cultural Heritage Fund – pending

£650,000 National Lottery Heritage Fund – will be submitted by 28 May

£40,000 Museum Galleries Scotland – being prepared for submission 20 June

£30,000 Caithness and North Sutherland Fund – being prepared for submission 28 June

£87,600 Robertson Trust – being prepared

Signature

Two office-bearers (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 Frances Gunn

Address 

Date 25 May 2019

Position Director

Signature 

Name Dorothy Pritchard

Address 

Date 25 May 2019

Position Vice-Chair

Signature 

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:

Articles of Association

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

Documents attached:

Location Plan

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:

Redevelopment of Strathnaver Museum as a heritage hub for North West Sutherland
Business Plan 2018-2022

2012-2019 Project History

Church of Scotland Letter, 11 April 2019

Section 5 – evidence of community support

Documents attached:

Letters of Support compiled document

Section 6 – funding

Documents attached:

Search “Privacy Notices” on the Highland Council website to read our Privacy Statement in regards to Asset Transfer Request forms.