

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

Balvonie Park Association

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

Postal address:

[REDACTED]

Inverness

Postcode: [REDACTED]

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: Richard Crawford

Postal address:

[REDACTED]

Inverness

Postcode: [REDACTED]

Email: [REDACTED]

Telephone: [REDACTED]

X 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.

	Company, and its company number is	
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	Balvonie Park Association SC044235
	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 **X**

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 **X**

Yes

If yes what class of bodies does it fall within?

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.

The field between Braes of Balvonie and the A9 (grid reference of approximate centre is NH70168 42416), with the addition of a smaller triangular field to the north, adjacent to Balvonie woods (grid reference of approximate centre is NH70043 429421).

- 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: unknown

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?

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?

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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
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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.

Balvonie Park Association was formed to create facilities for community use. Things such as football pitches, play areas, exercise areas, wild flower areas and walking / cycling paths are under consideration. The aim is to be as inclusive as possible whilst creating minimal disturbance for adjacent dwellings.

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.

The aim of the project is to create a community park where people can partake in a number of different activities. Tackling health and well being, there will be walking and cycling path ways, exercise and play areas; we are also providing wild flower areas, and nature trails to help with education, and with the provision of seated areas, we hope to give people a chance to unwind and relax. Kids in the area do not have sufficient play areas, including ball play zones such as football pitches or basketball / netball courts, so this project will benefit the community with such facilities. We want to be as inclusive as possible, so we will be taking disability issues into account.

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.

The only negative is likely to be the impact on residents immediately adjacent to the field. Our planning will take them into account, placing any of the potentially noisy areas on the far side of the field. We have invited all to become members of the BPA to help influence and plan the activities.

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 full team has not been completed, but we have got a wide skill set already, including project managers, consultants, joiners, builders, fund raisers and should have someone with a legal back ground join too. Alan Jones is also part of the team, and he has been part of the team that created Inshes Park.

As you will see from our constitution, we will have a core team of trustees, but will also have as many other members as possible to help guide this project to a successful conclusion.

We plan on doing a phased approach as funds became available. We have engaged Alan Jones, who was instrumental in securing funds for Inshes park (and several other projects across the Highlands). He has extensive knowledge with this, and significant experience.

The idea is to create a park that requires as little maintenance as possible, but obviously it cannot be maintenance free. The first stage is going to be the kick about pitch. Sports Scotland have given a ball park of £100k for a full blown pitch, and that is our first aim.

After phase one, we plan to develop pathways (combined cycleways) to form the skeleton of the park, creating zones for play / education / wild flowers / nature. We have engaged advice on options for different styles of path and the costings associated with them. Most of the park is on a slope and drains freely. The only places where water is an issue are where the football pitches are and the bottom of the hill. The former will have drainage that takes water to the ditches near the A9 (it will be a minimal amount and will not have any significant impact on those ditches), and the latter will be made into a wetland nature area.

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.

We have already carried out a survey of the whole of Milton of Leys, and a feasibility study. We will be holding regular meetings, inviting, in particular, residents of Inverness South Community Council area. Whilst we have got a couple of people adjacent to the field who have expressed concern regarding potential noise, the overwhelming response has been supportive with many people happy that we are going to provide activities for the children of Milton of Leys. We have also carried out a presentation at Milton of Leys school, and have asked the pupils there for their input.

It should be noted that whilst this project will have benefit for the ISCC area in particular, it will be available for use by anyone, so we are not restricting input to ISCC residents only.

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.

Headed by Alan Jones, we will have a team to bring in funding. We currently have £700 in our account, so can cover the £1 fee agreed by us / THC / HHA. If there are legal fees to consider then we will raise funds to cover that

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

Address

Date

Position

Signature

Name

Address

Date

Position

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:

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

Documents attached:

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

Documents attached:

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

Documents attached:

Section 5 – evidence of community support

Documents attached:

Section 6 – funding

Documents attached:

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