

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

Community Out West Trust

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

Postal address:

[REDACTED]

Achnasheen

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: Mary Peart

Postal address:

[REDACTED]

[REDACTED]

Achnasheen

Postcode: [REDACTED]

Email: communityoutwest@gmail.com

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.

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	SC624757
	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?

Company Limited by Guarantee

Section 2: Information about the land and rights requested

2.1 Please identify the land to 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 give a 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.

Public Toilets, Slioch Terrace, Kinlochewe, IV22 2PB

Car Park, Slioch Terrace Kinlochewe, IV22 2PB

Picnic Area Extension, Slioch Terrace, Kinlochewe, IV22 2PB

2.2 Please provide the UPRN (Unique Property Reference Number), if known.

If the property has a UPRN you will find it in the relevant authority's register of land.

UPRN: 130112759 & 130113411

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 land requested? :

Proposed price: £1.00

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.

The outcry that arose in April 2018 when the public toilets in Kinlochewe were not opened at the start of the tourist season was a good indication of how important they are to the local community. Kinlochewe is a focal point on the journeys of residents of the Torridon and Gairloch areas to shopping and other services in Dingwall and Inverness. In such a widely spread community where distances to services are great, public toilets are essential. This is especially true for the elderly, and those with medical conditions and/or reduced mobility.

With Kinlochewe located on the route of the NC500, the number of visitors to the village has grown significantly in recent years. An average of 900 people used the toilets each week during the 2018 tourist season and although there is no longer a counter installed, there is every indication from local businesses that numbers visiting the village have increased further this year.

Although there are a number of businesses in Kinlochewe with toilet facilities, these are provided for their own customers. They are simply not designed to cater for the number of people needing to use the toilets and it was not possible for any of them to join the comfort scheme and open their facilities to the general public as had been hoped by the Highland Council. The owners of the businesses have commented on the problems they experienced last year while the toilets were closed temporarily at the start of the season.

Our plan is to keep the toilets open throughout the year to meet the needs of local residents and general traffic through the area which continues all year. It is also clear that the tourist season has extended well beyond the traditional summer months and campervans are a regular sight in the area even during the winter.

We plan to make some changes to the toilets in order to make them more energy and water efficient so that they are more environmentally friendly and economical to run and we have already been successful in obtaining a National Lottery Community Fund grant of £2,000 to facilitate this.

We further plan to install water supply and waste disposal facilities for campervans for which we would levy a charge. Apart from those on the Caravan and Motorhome Club site in the village to which access is restricted to members, there are no such facilities in the area. The lack of provision of facilities does not provide much of a

welcome to our visitors. It results in campervans filling their water tanks on the metered supply of local businesses and our community-run toilets and they also empty their waste inappropriately, causing damage to the local environment. The situation has been widely reported in the media – e.g. *The Guardian*, 25 May 2019 and photos on local community Facebook sites.

We are aware that amenities such as showers and laundry facilities are also very limited for those camping or traveling in smaller campervans that do not have their own on-board facilities. In the longer term we intend to explore the possibility of providing these on the site at Kinlochewe, with the charges levied helping to subsidize the running costs of the toilets.

In other developments, we hope to provide general and interpretative noticeboards to inform locals and visitors of what is going on in Kinlochewe and the attractions of the area and its environment. In this way we hope to encourage visitors to stay longer in the village and hopefully use some of the local businesses whilst there.

With the site located in the centre of the village we want the area to become something the community can be proud of. We have already started this in a small way with the addition of colourful floral planters, which have received much positive comment. If we are able to take over the picnic area, and hopefully the adjacent scrubland currently owned by SNH, we aim to improve these so that the riverside picnic area is well-maintained and attractive and so that the rough, untidy scrubland can be developed into an improved wildlife habitat with public access.

Benefits of the proposal

4.2 Please set out the benefits that you consider will arise if the request is agreed to.

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.

Keeping the public toilets in Kinlochewe open provides the local and wider community, as well as the many visitors to the area, with a basic, essential service. Journeys throughout the area are often long and access to a toilet is a necessity, especially for the elderly and for those with limited mobility or suffering from a variety of medical conditions. Recent reports in the media have highlighted the fact that lack of access to public toilets discourages some people from going out, and for those that do, they often restrict fluid intake before setting out which is not good for their health. Last year when the toilets were temporarily closed there were a number of reports of people experiencing difficulties as a result. One incident of a person

having to return home as they had unfortunately fouled themselves due to a lack of facilities was reported to the Community Council. Such situations should not be allowed to occur.

The toilets in Kinlochewe are now open 24 hours, seven days/week and will remain open throughout the year. With the car park immediately adjacent to the disabled toilet, the facilities provide access to a toilet for all. We have also added baby changing facilities in the ladies and gents. By providing these facilities we are helping to protect the vulnerable in our community, promoting fairness and equality.

In the longer term, we hope to further improve the infrastructure by installing water supply and waste disposal points for campervans. Our aim is that charging for these services will help to ensure that the toilets remain viable. The benefit is that it will provide much-needed infrastructure to support the tourist development of the region, encouraging economic development. Currently provision of such services is inadequate in our area. We will be improving public health and benefitting the environment by reducing the amount of waste dumped inappropriately. Local businesses, and indeed our own community toilets, also suffer as we bear the cost of campervans filling their water tanks on our metered supplies, which is unacceptable. Such incidents do not enhance the reputation of campervan users and does little to endear them to the local community. We hope to provide appropriate facilities so that responsible campervan users can find the services they need and so have a more positive experience of their visit to the area.

We also plan to regenerate the area around the toilets. When we took over the lease of the toilets, one of the first things we did was to install two floral planters outside the toilets. Our purpose was to brighten up the site and to show to those using the toilets that the facilities are genuinely cared for. We have since received many very positive comments about the colourful displays. This was a very small, first step and we plan to ensure that the whole site, which is located right in the heart of the village, remains attractive and cared for so that it becomes an area the village can be proud of.

In addition, we plan to submit an asset transfer request to Scottish Natural Heritage for the land adjacent to the site (the area outlined in yellow on the drone photograph). This is currently an area of messy, scrubland. In consultation with SNH we hope to enhance this environmentally so that it remains natural, offering an improved habitat for wildlife, but so that it also provides public access, such as an interpretive nature walk and/or sculpture park or similar.

In a further aspect of environmental well-being, we are developing a project to publicise and put into practice 'sustainable tourism'. Discussions are currently underway to design a joint project with the village primary school to promote sustainability in the village, including "One Planet Picnic".

That the toilets have been running so successfully since we took on the lease, so that they are covering their costs and providing such a valued facility has been very rewarding. However, what has given us the most satisfaction is the extent to which the project has already re-kindled community spirit in the village. The pub quiz held in April as a fund-raiser was very well-attended and brought people together in a very positive way. As a direct result of conversations that evening, a long defunct fishing club has been re-established. They now meet regularly and have grand plans to refurbish and launch the village boat. There has also been talk of the Kinlochewe Fete, which has not been held in years and Community Out West Trust hope to provide the catalyst to hold the fete again in 2020, hopefully in the newly acquired village car park and picnic area. In this way we are promoting the social wellbeing of the community.

With all of these developments, we hope that Kinlochewe will become an even more welcoming place for locals and visitors alike. We hope that providing clean, accessible facilities for all, as well as facilities for campervans, in an attractive site, will encourage people to stop. By providing informative and interpretive noticeboards describing the environment and attractions of Kinlochewe, as well as advertising Kinlochewe businesses in the toilets we believe that tourists will be encouraged to stay longer in the village and will make more use of the local businesses, so promoting the economic development of the village.

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.

As far as we are aware there are no restrictions on the use of the land.

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.

There are no significant negative consequences. We are mindful of the importance of maintaining the support of the residents living adjacent to the toilets and car park and will ensure that we consult them on developments before they commence. We

have already declined the opportunity to locate a Smart Meter mast on the toilets which would have brought in a very useful annual income, as a majority of the residents of Slioch Terrace were not in favour of the installation. Although it was disappointing to turn down the sum on offer annually, we felt that maintaining the goodwill of our neighbours was of greater importance, and we will continue to adopt this approach.

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.

Our ability to manage the project is best illustrated by the success we have had to-date. Since taking over the toilets on a lease at the beginning of April, we have successfully kept the toilets open 24/7 and have received much favourable comment on the cleanliness of the facilities. Much of this has been word of mouth, but it has been gratifying to find, quite frequently, little thank you notes in the honesty box. For example, "Thank you, thank you. Wonderful to see these toilets open again"; "Thank you from France" and " To the volunteers, thank you so much for maintaining this essential public facility. Please accept this small donation"

The toilets are cleaned daily throughout the week by a team of two paid cleaners and they are supplemented by volunteers when they are on holiday/sick, etc. Our two cleaners both live in Slioch Terrace, close to the toilets, are very involved in the project. Our main cleaner, who cleans 5 days/week is extremely proactive in terms of checking on the toilets regularly and encouraging those using the facilities to make a donation in the honesty box. The cleaners are managed by the company secretary and are in frequent contact with up-dates on any maintenance issues, the need for more supplies, etc. Whilst we hope that our current cleaners continue their good work for many years, we are developing a network of support and volunteers within the local area which we hope will ensure the sustainability of the cleaning which is so essential to the success of the facility.

The donations in the honesty box have proved very encouraging. They vary significantly as the number, type and origin of visitors varies throughout the tourist season, but thus far, when combined with the monthly Comfort Scheme payment, we are covering our routine running costs. The donations through the high season have provided a sufficient excess to make staying open through the winter viable. The donation box is emptied daily and the cash is collected, counted and recorded two to three times each week by the company secretary. The proceeds are banked weekly, thanks to the excellent mobile bank service.

The board is comprised of five people and the members meet frequently throughout the week. In terms of skills, we have a fully qualified plumber as one of our directors/trustees and he is maintaining the facilities and installing the upgrades on a voluntary basis. Two of our directors run the local hotel and have experience of business management. With the hotel across the road from the car park and toilets they are ideally located to keep an overview of the facilities and empty the donation box. They are also well-placed to gain feedback from tourists and locals. A further director and the company secretary is a retired Head Teacher with a range of managerial and communications experience and with the time available to ensure the necessary paperwork is completed in a timely manner.

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.

Community Out West Trust currently has 21 members. This is a small proportion of the population resident in the Torridon and Kinlochewe area, but we have received a great deal of support from the community since we initially raised the idea of an asset transfer and even more so since we opened the toilets at the start of April.

Prior to setting up the company limited by guarantee and signing the lease, we held a public meeting in February 2019 attended by Diane Campbell from COSS and Councillor Derek McLeod. Our plans for the site were outlined and discussed. Although with less than 20 attendees the turnout was smaller than we had hoped, we received unanimous support, which gave us the mandate to move forward.

Since opening the toilets we have engaged with the local community through local community e-mails. We have also kept our members up-dated by e-mail or letter as requested on their membership application. We have a Facebook page (https://www.facebook.com/Kinlochewe-Community-Toilets-Community-Out-West-2262087554078608/?modal=admin_todo_tour) which we use to keep interested parties informed of news and developments. 66 people like our page and we have received up to 102 likes for our posts. Comments have been very encouraging. For example – “We were very grateful to make use of your community loos when we came to the village a few weeks ago and were too early to get on the campsite. Spotlessly clean!”; “Really great the community is doing this to keep the toilets

open..." and "We are all glad to have good facilities when parked up. Wish there were more like this. I think we are all happy to respect and donate to your facilities."

We have also been featured in the press a number of times, with articles concerning the toilets in the Ross-shire Journal and the Press & Journal, as well as coverage on 2 Lochs Radio.

A fund-raising pub quiz was held at the Kinlochewe Hotel in early April and this saw an excellent turnout of local people, showing their support for the initiative. This provided a new focus for the community and for village pride and the opening of the toilets has done much to rekindle community spirit.

Local organisations have also been very supportive. In April we received a donation from the Hickman Trust, a Kinlochewe-based organisation which supports a number of projects and facilities in the village. This was to help with start-up costs for the toilets. (See letter from Hickman Trust) This was followed by a donation from the Torridon and Kinlochewe Community Council as they recognise the importance of the facility to the community in the area which they represent.

Shortly after opening the toilets, the South West Ross Community Car Scheme sent us a letter of support (see attached) outlining how important the toilets are to those using the car scheme, many of whom are elderly or of limited mobility.

More recently, the Episcopalian Church held an afternoon of hymn signing in support of the Kinlochewe community toilets. This included residents from across the whole area of our community. A further donation was received from the proceeds of the Gairloch Charity shop – again indicating that the management of the toilets by Community Out West Trust is known about and well supported throughout the area.

We have been delighted by the level of support we have received from local businesses in Kinlochewe. Five local businesses have each paid for the opportunity to advertise in the toilets. This is of mutual benefit as it enhances the community-run nature of the toilets and encourages those passing through the village to use the local businesses. It will provide us with useful income annually. The businesses have expressed how pleased they are that the public toilets are open. The temporary closure in 2018 caused them significant problems as they faced the difficult situation of having to turn people away from their facilities, as well as of their facilities being mis-used. The local Motorhome and Caravan Club site in the village have further shown their support by sending an up-date to their club magazine, leading to the publication of a short news item in the June edition of the national Motorhome and Caravan Club magazine.

When we opened the toilets we opted for voluntary donations rather than for a fixed charge to use the toilets. The number of people donating and the generosity of the donations in the honesty box are indicative of the widespread support for our project.

We have also been in touch with a number of organisations which use the toilets and although this is an aspect that needs further development, we were delighted to receive a donation from the organisers of the Celtman extreme triathlon, after we informed them that our takings were well down on normal for the day during the Celtman event. We are now in touch with the organisers and are hopeful that we can work together for mutual benefit during subsequent events.

Section 6: Funding

6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the land, and your proposed use of the land.

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.

In the six months we have been managing the toilets, donations in the honesty box have been excellent. They vary throughout the tourist season from a low of £477 in April to a high of £933 in May, but have so far averaged just below £20/day. The donations have started to fall as we approach the winter season and we anticipate them dropping further as the numbers using the facilities decline. However, we are confident that locals will continue to donate in appreciation of the toilets being open through the winter.

We currently receive £200/month from the comfort scheme and we hope to increase this to £300/month as we believe we now qualify for the highest level of payment as we have baby changing facilities and the toilets are open 24/7.

Having only had the utilities transferred over to us in September we are still establishing our accurate monthly costs for water and electricity over the summer. Going forward, usage will also vary a great deal over the winter as water use declines whilst energy use increases. So there is still much uncertainty in this aspect of our costs. Nonetheless, the income from daily donations and the comfort scheme has proved sufficient to cover the main costs of cleaning, utilities and consumables throughout the year.

Other routine annual costs include insurance and the cost of maintenance and repairs. The latter of these is unpredictable but in the short term can be covered by the fee charged for advertising in the toilets (£250 so far), a range of donations from

individuals and local organisations, and fund-raising activities. In the longer term we hope that such costs can be covered by charging for the campervan facilities.

Our plans to up-grade the facilities and to make them more energy and water efficient, as well as to install the facilities for campervans will come from grants and donations and we are already well on the way in this respect.

We have been awarded a grant of £2,000 by the National Lottery Community Fund to install more energy efficient heating and lighting, more water efficient taps, as well as noticeboards.

We have also contacted the local estates who have been very generous in their support. We have so far received £1,000 each from the Coulin and Letterewe Estates as well as £250 from the Grudie Estate. The Coulin Estate has pledged to provide us with approximately £1,000 annually, depending on our needs, and the Letterewe Estate have indicated that further support may be available. Heights of Kinlochewe Estate have also pledged their support though no sum has yet been decided.

To date we have also received the following donations from local organisations:

The Hickman Trust - £300

Torridon & Kinlochewe Community Council - £250

Gairloch Charity Shop - £200

Episcopalian Church - £225

For the cost of the asset transfer we hope we have made the case for a nominal charge for the toilets and the surrounding car park and picnic area. We have received pledges of support for the asset transfer from several of the local estates and other generous donors and we are confident that we can cover the legal costs involved from these sources.

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.

REDACTED BY HIGHLAND COUNCIL

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

Articles of Association of Community Out West Trust

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

Title deeds
Annotated drone image of the site

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

N/A

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

Section 5 – evidence of community support

Letter from Wester Ross Community Car Scheme
Letter from Hickman Trust
Announcement in Caravan & Motorhome Magazine

Section 6 – funding

Outline budget