

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

Maryburgh Men's Shed

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

Postal address

34 Seaforth Place

Maryburgh

:Postcode:IV7 8DR

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 : Alexander Law

Postal address:

██████████

██████████

Postcode: ██████████

Email: ██████████ Telephone: ██████████ Mobile: ██████████

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	
X	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	SC050417
	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:

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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?

Scottish Charitable Incorporated Organisation (SCIO)
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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.

Former Primary School and Grounds

Hood Street

Maryburgh

IV7 8EB

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: 130110114

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 plus Buyer to pay Buyer's conveyancing costs only.

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.

The population of the Maryburgh area has increased over the past ten years mainly in line with the population of Highland. This trend of upwards movement probably reflects the impact of the opening of the Kessock bridge making Maryburgh an attractive place to live while working mainly in Inverness. It has also been an attractive place to retire to and from 2002 to 2007 the number of over 75's increased significantly. The anticipated increase in older residents is estimated to further increase over the next 25 years; as such, long term planning will be required to allow for this increase. Part of this planning should incorporate the work of the Scottish Men's Sheds Association particularly to help support this new growing need.

The problems associated with the area's booming pensioner population have become a Council priority in Maryburgh. It became apparent that various interest groups shared a common concern over the lack of activities for older people and the resulting deterioration in their health and wellbeing.

Our Constitution states our main aim is "to address the social, health and wellbeing needs of members of all ages and backgrounds living in the Maryburgh area, through the creation, upkeep and development of facilities in which members can meet and jointly or individually undertake creative, physical and recreational activities of their choice."

In particular our purpose is to set up and operate a collective "shed" where the users will be able to:

- Share skills and interests, swap ideas and pass on knowledge.*
- Actively pursue hobbies and pastimes.*
- Work on projects that will aid the community and help develop a positive sense of achievement.*
- Have a place to go and relax, drink a cuppa, discuss issues, share concerns, talk and have a laugh, knowing they are among friends.*
- Encourage others and promote general physical and mental well-being*

- .• *Develop their interests through talks provided by local, interesting characters and to join in discussions.*

In the first six months of operation we hope to attract one hundred visitors to The Shed and have forty of these become regular users. We will start off opening three days each week for five hours per day. There will also be an evening opening every Thursday from 7pm to 9pm mainly for the Highland Woodturners who have 65 confirmed members of whom more than half are regular attenders at their present location.. Our aim is to gradually move to opening every weekday and for longer hours.

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 participants in the Men's Shed will benefit:

- By improved self-esteem from using their skills for constructive purposes.
- By the opportunity to learn new skills and practise old ones.
- By having a place to go to spend time outside the home with people of similar interests.
- By overcoming isolation through getting out of the house and improved social interaction.
- By an improved awareness of medical issues important to aging members.

These benefits are directly in line with National Outcomes of:

- **Living longer, healthier lives.** We will work with NHS Community Health to promote healthy living campaigns.
- **Sustainable places.** We are providing a new amenity to address the needs of an aging population.
- **Strong resilient and supportive communities.** We are a volunteer group where people support each other, provide a better quality of life and help others lead healthier, more independent lives.
- **Protect and enhance the environment.** We will be involved with the community performing improvement projects in line with our skills.
- **Reaching full economic potential.** We plan to counter a drift into inactivity, particularly among older workers not currently in employment.
- **An efficient and responsive public service.** We will provide a link for our members to access public services and assist the public sector in the delivery of services.

Another benefit to the community will be bringing an old and much loved building back into use. The school has lain empty for nearly ten years now and, though the building is structurally sound, there are a few slates missing and the site is overgrown with self-seeding vegetation. We have all the skills needed in our membership to effect the necessary repairs and tidy the site, so restoring this historic building to its former glory.

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.

We may have to apply to Planning for change of use.

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.

Although most of the members will be within walking distance of the property, there may be an impact on parking and traffic on Hood Street. We intend to mitigate this by offering off-street parking to Hood Street residents.

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 organisation has started with a board drawn from local residents.

We will use committees of the Board to focus on various aspects of running The Shed and to manage its operations. The committees will be formed (and disbanded) as needed. Their membership and scope are defined by the Board and they report back to the Board.

We are fortunate in being able to draw on a wide range of expertise from the local population and have received encouraging support from the local community and local organisations. We expect to expand that support when The Shed starts

operating in a few months. Converting that backing into financing through fundraising will be a continuing challenge for the Board. Local businesses and national charities are being targeted by the Board for a campaign of fundraising and support. We are convinced that the Men's Shed movement has an important role in Scotland in addressing many of the significant issues of members' health and wellbeing and we believe many of these outside groups will be interested in helping us succeed.

Within our Board we have a wide spectrum of experience and knowledge, which will be particularly helpful in allowing our Men's Shed to deliver its goals and key in ensuring this is well managed.

Some of the key experience we can draw on –

Ian Tolmie

Ian is Chair of the Board

Ian worked for Dingwall & Highland Marts Ltd for 43 years and was Managing Director for the last five years, conducting auctions in Dingwall, Skye and the Outer Isles. Ian served on the committee of The Black Isle Show for over 40 years. Gaining valuable experience in managing and delivering expectations in a demanding environment.

Andy Barnett

Andy is the Men's Shed Treasurer and a member of the Board.

Andy is a Project Manager for Scottish Water, responsible for managing a multi-million-pound portfolio of Projects under their Capital Delivery and Investment Programme.

Nearing retirement, Andy has 44 years of experience in the construction industry working as a Contractor, Consulting Engineer, Designer, Client and Client's Representative, throughout Scotland on large and small-scale Projects, from conception to completion. Andy has gained a lifetime of experience in working with people and in delivering projects together.

Alec Mutch

Alec is a member of the Board.

Alec worked in the oil industry for over 20 years, as a supervisor and section manager. In 1991 Alec started his own business in the Ross Shire area. He has been retired since 2014, was vice chairman and is now chairman of the Highland Woodturning Club, gaining valuable experience in the running of a very successful club and organisation coupled with his previous experience in managing a successful business.

Cliff Sim

Cliff is a member of the Board.

Cliff is a retired bank manager with 22 years experience in that role. Upon retiring Cliff was a business advisor for seven years and is Treasurer of the Highland Woodturning Club. Cliff also worked part-time for the Local Enterprise Company of H.I.E. providing advice to start-up businesses.

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 currently have expressions of interest from upwards of 70 members of the local population (village pop. C 1200) in addition to the trustees, though face-to-face communication has been difficult given the present circumstances.

We will be publishing information about the Men's Shed in The Maryburgh Roundabout, a local news-sheet and are in touch with the group, Maryburgh Matters, a member of which is on our Board. There is widespread interest in the village and beyond in our progress.

There is representation on the Board from Highland Woodturners who have 65 confirmed members. We are also in contact with neighbouring Men's Sheds, the Scottish Men's Shed body Highland Council, the local Maryburgh Ward and the local community.

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 have designated up to £20000 for capital expense in the first year to pay for initial repairs within the building, work benches and larger free standing equipment (i.e. table saw, drill press). We hope to start off with three reasonably equipped woodworking benches. In subsequent years we plan to expand into metal work and other areas in response to the requests of our users.

Initial capital costs for equipment will be minimised by the involvement of the Highland Woodturners Club who will be leasing part of the building from MMS and will make their equipment available to the MMS at least in the short term. They will have 5 lathes, bandsaw, pillar drill, sharpening equipment and various hand tools.

For our first year of operation we anticipate expenditure of £20,000 and for subsequent years a minimum outlay of £5500.

This would enable us to do the following:

- Open five days per week for seven hours each day, 9 am to 4 pm.*
- Build additional workstations for woodturning and electronics.*
- Provide hobby areas and support materials for the hobbies.*
- Purchase larger woodworking machines, for example lathe, planer, and additional equipment in due course to widen the scope of activities desired by members.*
- Respond to the special interests and requests of our members.*
- Pay for further training for the volunteers.*

Fixed costs account for about £2000. This means we have some control over the remainder and most of the capital budget. The control includes both the amount and the timing of our spending. This gives us the confidence that we will be able to open on schedule and operate, if necessary, at a basic level. It will also give us the ability to initiate campaigns during the year to supplement our funds.

Early on the Board decided not to charge members or users any fees for accessing The Shed. We wanted to make The Shed as inclusive and welcoming as possible. Because of this we will put a lot of effort into fundraising and to seek out as many sources as possible. A specific fundraising subcommittee of the Board has been formed to pursue this objective. They have identified a number of possible funding streams and report regularly on their efforts.

Some Sheds have group projects making bird feeders, rocking horses, etc., which they sell at local markets to raise funds. We are interested in this possibility, but we anticipate the income generated would only amount to a few hundred pounds which would be put back into replacing materials.

We have researched ways to encourage users who are willing to contribute to the expenses of The Shed and to do so in a discreet manner. This will vary from a can for change next to the coffee pot to a group of Friends of the Men's Shed who can be called upon to support particular projects. This funding target will be kept under review as opportunities arise and it will be a useful funding source in the future.

We plan to raise approximately one quarter of our estimated £2000 operating expenses through organising local fundraisers. We visualise a games stall at local events and will operate an annual raffle and various evening fund raising activities.

Two of our very early contacts for potential funding income are the Highland Woodturners Club and Maryburgh Matters (a local community group) who are actively involved in the promotion of the Maryburgh Men's Shed. The Woodturners Club and Maryburgh Matters will pay rent to the Men's Shed for use of an area within the Shed building. We have had indications of interest from the local Rotary and the Round Table. We will be making presentations to them and asking for regular funding to help support us for the first three years. We anticipate we will be able to get more than £500 annually from these sources.

We are approaching local businesses for support, either money or in-kind donations. These are difficult times and we have initiatives planned where the business could benefit from helping us with either publicity or a tie-in. We are particularly interested in linking in with a hardware or DIY business. Any businesses which are prepared to support us will be offered advertising space on our website.

We believe there is scope within large local corporations for regular financial support for the Shed. Initially this will be challenging in gaining access and an audience for our request, but we feel we have a convincing case for support from this source.

Because of our need to raise funds every year we will ask these funders to become "Sponsors" and indicate a willingness to make an annual contribution. We understand that these sources will form a significant part of our capital expenses and some of our operating budget.

The fund raising committee has identified a number of Scottish charities which we believe will be interested in supporting a new, innovative charity like the Men's Shed. Members' health, social inclusion, healthy retirement, and adult education are all national priorities in Scotland and a number of charities are concerned about one or more of these issues. We are in the process of submitting requests for capital and operating expenses to them.

We are also investigating possible funding from Highland Council. Because local funds are tight we cannot count on annual grants from this source, but are progressing with the requests.

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 Alexander Law
Address [REDACTED]

Maryburgh
[REDACTED]

Date 11/09/2020
Position Secretary

Signature A Law

Name Andrew Barnett
Address [REDACTED]

Maryburgh
[REDACTED]

Date 11/09/2020
Position Treasurer

Signature A Barnett

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: Constitution of the Maryburgh Men’s Shed

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

Documents attached: Feu plan; Area Plan 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: Development Plan

Section 5 – evidence of community support

Documents attached: Letter from Highland Woodturners;

Letter from Maryburgh Matters

Section 6 – funding

Documents attached: See Development Plan

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