

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

Dunbeath & Berriedale Development Trust (SCIO)

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

Postal address: 23, Portormin Road, Dunbeath, Caithness

Postcode: KW6 6EF

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: Alexa MacAuslan

Postal address:

Postcode:

Email:

Telephone:

✓ 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	X SC051770
	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?

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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.

Campbell Avenue Play Area, Campbell Avenue, Dunbeath, KW6 6ED

Business Unit Ref: HC05504

Please see attached map.

- 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: 130113153

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: £

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?

30 years

How much rent are you prepared to pay? Please make clear whether this is per year or per month.

Proposed rent: £ 1.00 per annum (if requested)

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 grassed area directly above Dunbeath Primary school has been used by the village primary school for sports and other activities for at least 30 years. There is limited space within the school grounds for outdoor sports and activities and the proximity of this area makes it ideal for use by the school.

Additionally, the area is used by the local community for walking and other activities.

The grassed area at present is very wet and boggy and can only be used during periods of dry weather. This therefore limits both the school's and local community's capacity to use this area and to arrange for outdoor activities to take place.

We are proposing that the area be leased to the Dunbeath & Berriedale Development Trust. The Development Trust propose to apply for grant funding to drain this grassed area to allow it to be used in all weathers and for a greater variety of activities. In addition, we are looking to install a track around the perimeter which can be used by both the school children to complete their 'daily mile' and by members of the local community as a flat, safe and accessible track to walk on. This will be of particular benefit to users of the Dunbeath Day Centre which is situated nearby and which organises a weekly 'Dunbeath Strollers' walking group for all ages and abilities.

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 benefits of access to open, green spaces for walking and outdoor exercise are well documented.

The benefits of this land being leased to the Dunbeath & Berriedale Development Trust (DBDT) will be that we will be in a position to apply for grant funding for the much needed drainage work to be completed. Once completed, the area will be in a much-improved state and will be able to be used to a much greater capacity by the school and other members of the community.

The primary benefit will be to the health and wellbeing of the school children where they will be able to participate in a far greater range of sports and outdoor activities than at present. This will help to tackle obesity and other health issues as well as improving the social wellbeing of the children and increasing their learning capacity.

The school are keen to participate in the 'Daily Mile' scheme whereby school children run a mile on a daily basis to improve their health and social wellbeing. At present, this is only possible on the driest of days and there is no other safe or practical alternative to hosting this daily mile in other areas of the village.

The area will also be a greater asset to other community members and we have support from the Dunbeath Day Centre whose users are keen to use the area as part of their 'Dunbeath Strollers' walking programme. This will have the added benefit of bringing the older and younger generations of the community together.

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 that we are aware of.

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.

Very few that we can think of.

One negative impact may be that there is an increased noise level to residents of Campbell Avenue if this area is used on a more regular basis than at present; however this noise level will likely mostly be restricted to school hours and should not therefore unduly impact on 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 DBDT was established in 2022 with an aim to work together with the local community to improve neighbourhood facilities, environment and quality of life. The committee members of the Trust have already successfully fundraised almost £140k to refurbish the children's playpark in Dunbeath. This has involved liaising with contractors, other local community groups and applying for various grant funding.

The Trust has the support of Caithness Voluntary Group (CVG) who provide invaluable support in many aspects of project management, with a particular focus on grant funding.

The Development Trust already has good relationships with other local groups/organisations including the Dunbeath Primary School and Dunbeath Day Centre.

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.

In November 2022, the DBDT held a community consultation event in which all members of the local community were invited to attend. Participants were asked to identify what the local community, 'Needed, Wanted and Wished'. All these comments were then grouped together and prioritised.

This project was specifically mentioned and supported by a number of participants as what the local community was needing. In addition, a number of participants identified that improved walking/jogging routes as a want and need for the local area.

We have support from both the Dunbeath Primary School and Dunbeath Day Centre for our application as well as support from members of the local community as identified above, through the community consultation event.

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 are proposing to apply to various funding sources to raise the necessary funding to undertake the drainage works. Annual rent can be covered from within the Trust's operating budget. Maintenance of the field and track should be minimal but any repairs/maintenance requiring outside contractors will be funded through the Trust's own fundraising.

Members of the local community already mow areas of public grass and it is envisaged that this arrangement will continue if the Development Trust take over the lease of the field.

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 DEBORAH KNIGHT

Address 

Date 26.08.24

Position CHAIR

Signature 

Name ALEXA MACAUSLAN

Address 

Date 27.08.24

Position SECRETARY

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:

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