

# Community Asset Transfer

## Stage 2: Asset Transfer Form

Using this form will help you to make sure you include all the required information.

You should read the asset transfer guidance provided by the Scottish Government before making a request along with the local guidance provided on the Council's Asset transfer website.

The Council actively wishes to support community groups to meet the ambitions of their local communities and can provide practical advice and support through our local ward officers. You are strongly advised to contact the Council to discuss your proposals before making an asset transfer request.

Further guidance is available on the Council's asset transfer Website

When completed, this form must be sent to:

[CommunityAssetTransfer@dumgal.gov.uk](mailto:CommunityAssetTransfer@dumgal.gov.uk)

Or by post to:

**Community Development and Empowerment Manager**

Communities Directorate

Dumfries and Galloway Council

Municipal Chambers

Buccleuch Street

Dumfries

DG1 2AD

Tel: 030 33 33 3000

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**

St.John's Town of Dalry Community Properties Trust(DCPT)

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

Postal address:



Postcode:



**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:



Postal address:

[Redacted postal address]

Postcode:

[Redacted postcode]

Email:

[Redacted email]

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 tick 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
- 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?**

Yes  No

Please give the title and date of the designation order:

[Redacted designation order details]

**1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers?**

Yes  No

If yes what class of bodies does it fall within?

[Redacted class of bodies]

## 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 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.*

Multiple Use Games Area(MUGA), Kirkland Street, St. John's Town of Dalry, Castle Douglas, Dumfries and Galloway. Adjacent to Dalry Secondary School. Transfer must include access track off Kirkland Street. School will continue to have Right of Way to access school grounds and buildings.

### 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: Drawing refs 107x99LP & 107x00LP

**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: £

**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?

Request to include ownership of access track to MUGA from Kirkland Street.

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 objectives of the project is to take ownership of the facility, reinstate it, and make it once again available for use by the adjacent school and the residents of Dalry and the surrounding area. Funding will be sought in order that the playing surface may be reinstated ( currently unusable).

For further details please refer to the attached Business Plan.

## 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.*

The Constitution of the Trust (DCPT) states that its primary aim is to acquire, own, manage and improve community properties and assets in Dalry for the advancement and benefit of all residents in the village and the surrounding area. The facility is located very close to the Glenkens Community Centre recently acquired by DCPT, thus creating a potential Sports and Social Hub.

## 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 anticipated apart from the usual MUGA restrictions relating to the use of appropriate footwear, consumption of food and drink, etc.

## 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.*

None anticipated apart from the usual adverse weather conditions. Usage will be controlled and monitored in order to avoid unnecessary wear and tear, and physical injury to users.

**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.*

Management of the facility will be under the wing of the existing Trust (DCPT) which has a number of years experience following the acquisition of the Glenkens Community Centre from D&G Council in 2017. The GCC has recently taken on a new management team and is now offering a wide range of activities such as badminton, table tennis, martial arts, yoga, girl guides, brownies and childcare. Trustees skills and experience are outlined in the attached Business Plan. Upgraded toilet facilities will be installed in the Community Centre during 2020 and will be available to users of the MUGA.



## 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.*

A MUGA in Penpont, near Moniave, has been in operation for about 10 years and now has around 100 users every week, including individual and clubs and societies from a wide catchment area. There is no reason why Dalry cannot achieve a similar response. DCPT has already received inquiries from a number of individuals and groups including Threave Rovers in Castle Douglas, and the Community Engagement Worker in nearby New Galloway.

Whilst the population of Dalry is just 400, the total for the Dee and Glenkens Ward is around 10000. There is no other Muga facility currently in operation within 20 miles of Dalry.

Posters have been displayed around the area, an article printed in the Galloway Gazette, and details promoted on the St.John's Town of Dalry Facebook page.

Members of the DCPT have recently attended meetings relating to the Glenkens Business Plan where attendees were very much in favour of the resurrection of the MUGA. To date no negative responses have been recorded.

## 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.*

Estimates for the refurbishment of the MUGA are £55-60000 and the funding sources who have been contacted thus far are The Robertson Trust, The Holywood Trust, Sport Scotland and The Black Craig Windfarm Fund. It is worth noting that a combination of aforementioned funders (with the exception of Black Craig) recently helped with the refurbishment of Galloway Cricket Club pavilion to the tune of £120000.

It is anticipated the much of the ongoing maintenance costs will be covered by Dalry School who will be responsible for it's upkeep in exchange for free use of the facility. Other costs, for say sporting equipment ,will be covered by further local fundraising, sponsorships and donations from individuals and businesses.

**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

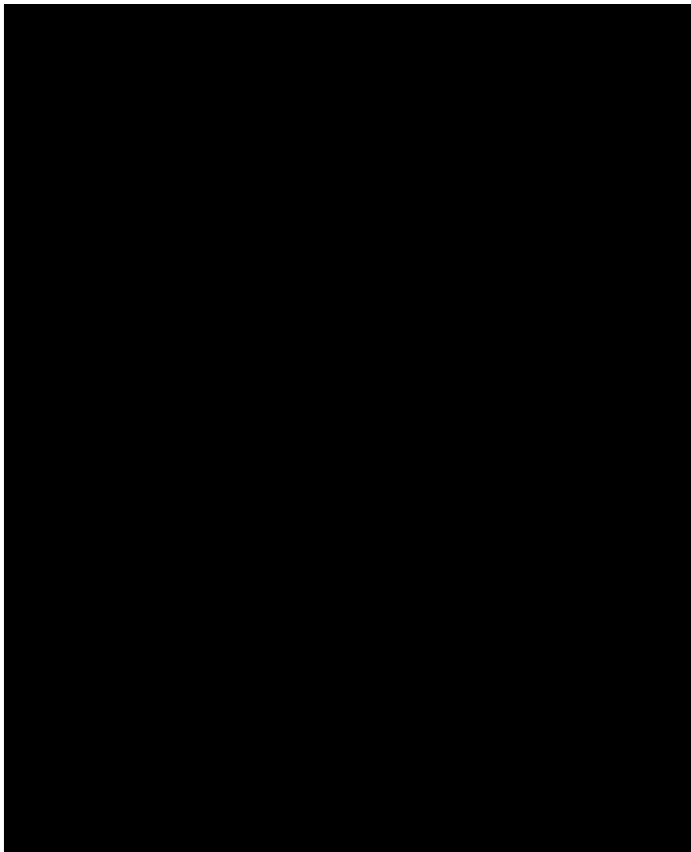
Name

Address

Date

Position

Signature

Please see checklist of accompanying documents over the page

**SUBMIT**

## 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

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

**Documents attached:**

site maps

**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 land or potential negative consequences, and your organisation's capacity to deliver.**

**Documents attached:**

business plan

**Section 5 - evidence of community support**

**Documents attached:**

copy of poster

**Section 6 - funding**

**Documents attached:**

will be made available in due course