

FALKIRK COUNCIL



LOCATION PLAN scale: 1:5,000

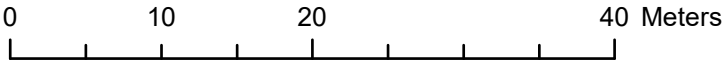
Subject: Bottom Castle Park Pavilion, Stirling Street, Dunipace

Area:	128 sqm	or thereby.
Scale:	Plan No:	Date:
1:500	3231	21.8.2025



Place Services  
Falkirk Stadium, 4 Stadium Way, Falkirk, FK2 9EE

Boundary



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# **CONSTITUTION OF**

## **Dunipace Football Club – Youth & Community**



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# CONSTITUTION OF

## Dunipace Football Club – Youth & Community SCIO

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Charities and Trustee Investment (Scotland) Act 2005

**Constitution**  
**of**  
**Dunipace Football Club – Youth & Community**

In this constitution, the following definitions apply throughout:

- **“2005 Act”** means the Charities and Trustee Investment (Scotland) Act 2005 and every statutory modification and re-enactment thereof for the time being in force.
- **“AGM”** means an Annual General Meeting.
- **“Board”** means the Board of Charity Trustees.
- **“Charity”** means a body entered in the Scottish Charity Register as defined under section 106 of Charities and Trustee Investment (Scotland) Act 2005.
- **“Charity Trustees”** means the persons having the general control and management of the Organisation.
- **“Clauses”** means any clause.
- **“Clear days”**, in relation to notice of a meeting, means a period excluding the day when notice is given and the day of the meeting.
- **“Community”** has the meaning given in clause 4.
- **“GM”** means a General Meeting.
- **“Group”** means those other organisations (incorporated or not) that are not this organisation .
- **“Individual”** means a human/person.
- **“Members”** means those individuals and groups who have joined this organisation.
- **“Organisation”** means the SCIO whose constitution this is.
- **“OSCR”** means the Office of the Scottish Charity Regulator”
- **“Property”** means any property, assets or rights, heritable or moveable, wherever situated in the world.
- **“SCIO”** means Scottish Charitable Incorporated Organisation.
- **“them”** and **“their”** refer to individuals or groups (either he, she or they).

Words in the singular include the plural and words in the plural include the singular.

These Clauses supersede any model clauses. Any words or expressions defined in the 2005 Act shall, if not inconsistent with the subject or context, bear the same meanings in the Clauses.

The Schedule to these Clauses is deemed to form an integral part of these Clauses.

	<b>NAME</b>
1	The name of the organisation is “Dunipace Football Club – Youth & Community” SCIO (“the Organisation”).
2	The Organisation will, upon registration, be a Scottish Charitable Incorporated Organisation (SCIO).
	<b>REGISTERED OFFICE</b>
3	The principal office of the organisation will be in Scotland (and must remain in Scotland).
	<b>DEFINITION OF COMMUNITY AND PURPOSES</b>
4	The Organisation has been formed to benefit the communities of Denny & Dunipace and the surrounding areas (the “Community”), with the following purposes (the “Purposes”):
4.1	To advance the advancement of public participation in sport, especially of football according to the laws approved by the Scottish Football Association (SFA) by providing inclusive opportunities for all to participate in football training and games within an SYFA approved league.
4.2	To promote the provision of recreational facilities, or the organisation of recreational activities by running and maintaining football pitches and changing facilities to allow football to be played in the local community.
	<b>POWERS</b>
5	The SCIO has power to do anything which is calculated to further its purposes or is conducive or incidental to doing so.  In particular, (but without limiting the range of powers available under the 2005 Act), the SCIO has power:
5.1	to encourage and develop a spirit of voluntary or other commitment by, or co-operation with, individuals, unincorporated associations, societies, federations, partnerships, corporate bodies, agencies, undertakings, local authorities, unions, co-operatives, trusts and others and any groups or groupings thereof willing to assist the Organisation to achieve the Purposes;
5.2	to promote and carry out research, surveys and investigations and to promote, develop and manage initiatives, projects and programmes;
5.3	to provide advice, consultancy, training, tuition, expertise and assistance;
5.4	to prepare, organise, promote and implement training courses, exhibitions, lectures, seminars, conferences, events and workshops, to collect, collate, disseminate and exchange information and to prepare, produce, edit, publish, exhibit and distribute clauses, pamphlets, books and other publications, tapes, motion and still pictures, music and drama and other materials, all in any medium;

5.5	to purchase, take on lease, hire, or otherwise acquire any property suitable for the organisation;
5.6	to construct, convert, improve, develop, conserve, maintain, alter and demolish any buildings or erections whether of a permanent or temporary nature, and manage and operate (or arrange for the professional or other appropriate management and operation of) the organisation's property;
5.7	to sell, let, hire, license, give in exchange and otherwise dispose of all or any part of the property of the organisation;
5.8	to establish and administer a building fund or funds or guarantee fund or funds or endowment fund or funds;
5.9	to employ, contract with, train and pay such staff (whether employed or self-employed) as are considered appropriate for the proper conduct of the activities of the organisation;
5.10	to take such steps as may be deemed appropriate for the purpose of raising funds for the activities of the organisation;
5.11	to accept subscriptions, grants, donations, gifts, legacies and endowments of all kinds, either absolutely, conditionally or in trust;
5.12	to borrow or raise money for the Purposes and to give security in support of any such borrowings by the organisation and/or in support of any obligations undertaken by the organisation;
5.13	to set aside funds not immediately required as a reserve or for specific purposes;
5.14	to invest any funds which are not immediately required for the activities of the organisation in such investments as may be considered appropriate, which may be held in the name of a nominee organisation under the instructions of the Board of Trustees, and to dispose of, and vary, such investments;
5.15	to make grants or loans of money and to give guarantees;
5.16	to establish, manage and/or support any other charity, and to make donations for any charitable purpose falling within the purposes;
5.17	to establish, operate and administer and/or otherwise acquire any separate trading organisation or association, whether charitable or not;
5.18	to enter into any arrangement with any organisation, government or authority which may be advantageous for the purposes of the activities of the organisation and to enter into any arrangement for co-operation, mutual assistance, or sharing profit with any charitable organisation;
5.19	to enter into contracts to provide services to or on behalf of others;

5.20	to effect insurance of all kinds (which may include indemnity insurance in respect of Trustees and employees);
5.21	to oppose, or object to, any application or proceedings which may prejudice the interests of the organisation;
5.22	to pay the costs of forming the organisation and its subsequent development;
5.23	to carry out the Purposes as principal, agent, contractor, trustee or in any other capacity.
	<b>GENERAL STRUCTURE OF THE ORGANISATION</b>
6	The organisation is composed of:
6.1	Members
6.2	Associates
6.3	Charity Trustees (composed of Elected Charity Trustees, Appointed Charity Trustees; and Co-Opted Charity Trustees, following the first GM).
	<b>MEMBERSHIP</b>
7	The members of the organisation shall consist of those individuals who made the application for registration of the organisation and such other individuals and groups as are admitted to membership under the following clauses.
8	The organisation shall have not fewer than twenty members at any time; and
8.1	In the event that the number of members falls below twenty the Board may conduct only essential business other than taking steps to ensure the admission of sufficient Ordinary Members to achieve the minimum number.
9	Membership of the organisation is open to:
9.1	Individuals aged 16 or over who (and groups which) are members of the Community ("Ordinary Members");
9.2	If an Individual or group ceases to fulfil the criteria within clause 9.1, that Individual or group must inform the Organisation.
	<b>APPLICATION FOR MEMBERSHIP</b>
10	No Individual or Group may become a Member unless that Individual or Group has submitted a written application for membership in the form prescribed by the Charity Trustees and the Charity Trustees have approved the application. An application submitted by a Group must be signed on behalf of that Group.



10.1	All Members must support the aims of the Organisation and actively work with the Charity Trustees to achieve these aims.
10.2	The Charity Trustees shall consider applications for membership promptly. The Charity Trustees shall assess each application to determine whether the applicant meets the criteria for becoming an Ordinary Member.
11	Membership of the organisation may not be transferred by a member.
	<b>MEMBERSHIP SUBSCRIPTIONS</b>
12	No membership subscription will be payable.
	<b>RE-REGISTRATION OF MEMBERS</b>
13	The Board may, at any time, issue notices to the members requiring them to confirm that they wish to remain as members of the organisation, and allowing them a period of 28 days (running from the date of issue of the notice) to provide that confirmation to the Board.
13.1	If a member fails to provide confirmation to the Board (in writing or by e-mail) that they wish to remain as a member of the organisation before the expiry of the 28-day period referred to in clause 13, the Board may expel them from the membership.
13.2	A notice under clause 13 will not be valid unless it refers specifically to the consequences (under clause 13.1) of failing to provide confirmation within the 28-day period.
	<b>LIABILITY OF MEMBERS</b>
14	The members of the organisation have no liability to pay any sums to help to meet the debts (or other liabilities) of the organisation if it is wound up; accordingly, if the organisation is unable to meet its debts, the members will not be held responsible.
15	The members and Charity Trustees have certain legal duties under the Charities and Trustee Investment (Scotland) Act 2005; and clause 14 does not exclude (or limit) any personal liabilities they might incur if they are in breach of those duties or in breach of other legal obligations or duties that apply to them personally.
	<b>CESSATION OF MEMBERSHIP</b>
16	A member shall cease to be a member if:
16.1	that Member sends a written notice of resignation to registered office of the Organisation; they will cease to be a member as from the time when the notice is received by the organisation;
16.2	that Member has failed to respond to any re-registration request under clause 13;
16.3	a resolution that that Member be expelled (where that Member's conduct, in their/its capacity as a Member, has been detrimental to the effective functioning of the

	Organisation) is passed by special resolution at a GM (notice of which shall state: (a) the full text of the resolution proposed; and (b) the grounds on which it is proposed) at which the Member is entitled to be heard;
16.4	in the case of an Individual, that Individual has died (membership of the Organisation not being transferable);
16.5	in the case of a group, that group goes into receivership or liquidation, or is dissolved or otherwise ceases to exist (membership of the Organisation not being transferable);
16.6	where the Member is a Charity Trustee of the Organisation, that Member has failed to comply with the code of conduct for Trustees in a manner which would result in them ceasing to be a Trustee and a member.
	<b>REGISTER OF MEMBERS</b>
17	The Board must keep a register of members, setting out for each current member: <ul style="list-style-type: none"> <li>a) their full name;</li> <li>b) their address; and</li> <li>c) the date on which they were registered as a member of the organisation.</li> </ul>
17.1	Where any member is not an individual, the register must also contain: <ul style="list-style-type: none"> <li>a) any other name by which the member is known;</li> <li>b) the principal contact for the member;</li> <li>c) any number assigned to it in the Scottish Charity Register, if it is a charity; and</li> <li>d) any number with which it is registered as a company, if it is a company.</li> </ul>
17.2	For each former member the register must set out, for at least six years from the date on they ceased to be a member: <ul style="list-style-type: none"> <li>a) their name; and</li> <li>b) the date on which they ceased to be a member.</li> </ul>
17.3	The Board must ensure that the register of members is updated within 28 days of receiving notice of any change.
17.4	If a member or Charity Trustee of the Organisation requests a copy of the register of members, the Board must ensure that a copy is supplied to them within 28 days, providing the request is reasonable. If the request is made by a member (rather than a Charity Trustee), the Board may provide a copy which has the addresses blanked out.
	<b>ASSOCIATES</b>
18	Individuals and Groups wishing to support the Purposes who are not members of the Community may become associates of the Organisation ("Associates"). Associates

	may attend and speak at GMs but may not participate in such meetings for voting or quorum purposes.
18.1	No Individual or Group may become an Associate unless that Individual or Group has submitted a written application to become an Associate in the form prescribed by the Charity Trustees and the Charity Trustees have approved the application. An application submitted by a Group must be signed on behalf of that Group.
18.2	The Charity Trustees shall consider applications for associateship promptly. The Charity Trustees shall assess each application to determine whether the applicant meets the criteria for becoming an Associate.
19	The Charity Trustees shall cause a register of associates to be maintained containing: <ul style="list-style-type: none"> <li>(a) the name and address of each Associate;</li> <li>(b) the date on which each Individual or Group was registered as an Associate; and</li> <li>(c) the date at which any Individual or Organisation ceased to be an Associate.</li> </ul>
20	An Associate shall cease to be an Associate if:
20.1	that Associate sends a written notice of resignation to the Organisation;
20.2	that Associate becomes a member of the Community;
20.3	a resolution that that Associate be expelled from being an Associate (where that Associate's conduct, in their capacity as Associate, has been detrimental to the effective functioning of the Organisation) is passed by special resolution at a GM (notice of which shall state: (a) the full text of the resolution proposed; and (b) the grounds on which it is proposed) at which the Associate is entitled to be heard);
20.4	in the case of an Individual: <ul style="list-style-type: none"> <li>(a) that Individual becomes insolvent or apparently insolvent or makes any arrangement with their creditors; or</li> <li>(b) that Individual has died; or</li> </ul>
20.5	in the case of a Group, that Group goes into receivership or liquidation, or is dissolved or otherwise ceases to exist.
	<b>GENERAL MEETINGS (Meetings of the Members)</b>
21	The Board may call a GM at any time and must call a GM within 28 days of a valid requisition. To be valid, such requisition must be signed by at least 5% of the Members, must clearly state the purposes of the meeting, and must be delivered to the registered office of the Organisation. The requisition may consist of several documents in like form each signed by one or more of the Members.
	<b>Annual General Meeting</b>

22	The Board shall convene one GM a year as an AGM. An AGM need not be held during the calendar year during which the Organisation is incorporated, provided an AGM is held within 15 months of the date of incorporation. Thereafter, not more than 15 months shall elapse between one AGM and the next.
22.1	<p>The business of each AGM shall include:</p> <ul style="list-style-type: none"> <li>(a) a report by the Chairperson on the activities of the Organisation;</li> <li>(b) the election of Elected Charity Trustees;</li> <li>(c) the fixing of annual subscriptions if applicable;</li> <li>(d) consideration of the accounts of the Organisation;</li> <li>(e) a report of the auditor if applicable; and</li> <li>(f) the appointment of the auditor if applicable.</li> </ul>
	<b>Notice of General Meetings</b>
23	Subject to the terms of clause 67, notice of a GM shall be given as follows:
23.1	At least 14 Clear Days' notice must be given of any GM.
23.2	<p>The notice must specify the place, date and time of the GM, the general nature of business to be dealt with at the meeting; and</p> <ul style="list-style-type: none"> <li>(a) in the case of a resolution to alter the constitution, must set out the exact terms of the proposed alteration(s); and</li> <li>(b) in the case of any special resolution (as defined in clause 30) must set out the exact terms of the resolution.</li> </ul>
23.3	Notice of every members' meeting must be given to all the members of the organisation, and to all the Charity Trustees; but the accidental omission to give notice to one or more members will not invalidate the proceedings at the meeting.
	<b>CHAIRPERSON OF GENERAL MEETINGS</b>
24	<ul style="list-style-type: none"> <li>(a) The Chairperson of the organisation shall act as Chairperson of each GM.</li> <li>(b) If the Chairperson is not present or willing to do so the Vice-Chairperson (if applicable) of the organisation shall act as Chairperson of the GM.</li> <li>(c) If neither the Chairperson nor the Vice-Chairperson is present or willing to act as Chairperson of the GM within 15 minutes after the time at which it was due to start, the Charity Trustees present shall elect from among themselves one of the Elected Charity Trustees who will act as Chairperson of that GM.</li> </ul>
	<b>QUORUM AT GENERAL MEETINGS</b>
25	<p>The quorum for a GM shall be the greater of:</p> <ul style="list-style-type: none"> <li>(a) eleven Members; or</li> <li>(b) 10% of the Members,</li> </ul>



	<p>present either in person or by proxy.</p> <p>No business shall be dealt with at any GM unless a quorum is present.</p>
25.1	If a quorum is not present within 15 minutes after the time at which the GM was due to start (or if, during a GM, a quorum ceases to be present) the GM shall be adjourned until such time, date and place as may be fixed by the Chairperson of the GM.
25.2	The Board may make arrangements in advance of a GM to allow members (or their proxies) to fully participate remotely, so long as all those participating in the meeting can communicate with each other; and all Members (or their proxies) may vote during the meeting. A Member or proxy participating remotely by such means shall be deemed to be present in person at the GM.
	<b>VOTING AT GENERAL MEETINGS</b>
26	The Chairperson of the meeting shall endeavour to achieve consensus wherever possible but, if necessary, questions arising shall be decided by being put to the vote.
26.1	Each Member shall have one vote, to be exercised in person or by proxy, by a show of hands
26.2	<p>A secret ballot may be demanded by:</p> <ul style="list-style-type: none"> <li>(a) the chairperson of the GM; or</li> <li>(b) at least two Members present at the GM,</li> </ul> <p>before a show of hands and must be taken immediately and in such manner as the chairperson of the GM directs. The result of a secret ballot shall be declared at that GM.</p>
27	In the event of an equal number of votes for and against any resolution, the Chairperson of the meeting shall have a vote in their capacity as a member of the organisation.
	<b>Resolutions</b>
28	At any GM an Ordinary Resolution put to the vote of the meeting may be passed by a simple majority of the Members voting (in person or by proxy).

29	<p>Certain resolutions must be passed as Special Resolutions, including resolutions:</p> <ul style="list-style-type: none"> <li>a) to alter the name of the Organisation; or</li> <li>b) to amend the Purposes; or</li> <li>c) to amend these Clauses; or</li> <li>d) to wind up the Organisation in terms of clause 72.</li> </ul> <p>At any GM a Special Resolution put to the vote of the meeting may be passed by not less than two thirds of the Members voting (in person or by proxy).</p>
30	<p>Ordinary and Special Resolutions may be passed in writing, rather than at a General Meeting, and shall have effect as if they had been passed at a GM, provided the terms of this Clause are followed.</p>
30.1	<p>An Ordinary Resolution may be passed in writing if signed by a simple majority of all the Members.</p>
30.2	<p>A Special Resolution to wind up the Organisation may be passed in writing if signed by all the Members.</p>
30.3	<p>Any other Special Resolution may be passed in writing if signed by not less than two thirds of all the Members.</p>
30.4	<p>Written resolutions must be sent to all Members at the same time (the "Circulation Date") in hard copy (posted or hand-delivered) or electronic form (faxed or e-mailed), or by means of a website.</p>
30.5	<p>Written resolutions must be accompanied by a statement informing the Member:</p> <ul style="list-style-type: none"> <li>(a) how to signify agreement to the resolution;</li> <li>(b) how to return the signed resolution to the Organisation (in hard copy (posted or hand-delivered) or electronic form (faxed or e-mailed));</li> <li>(c) the date by which the resolution must be passed if it is not to lapse (that is, the date which is 28 days after the Circulation Date); and</li> <li>(d) that they will not be deemed to have agreed to the resolution if they fail to reply.</li> </ul>
30.6	<p>A written resolution may consist of several documents in the same form, each signed by or on behalf of one or more Members.</p>
30.7	<p>Once a Member has signed and returned a written resolution in agreement thereto, that Members' agreement is irrevocable.</p>
30.8	<p>The Members may require the Organisation to circulate a written resolution.</p>

30.8.1	The resolution must be requested by at least 5% of the Members. Requests must be in hard copy (posted or hand-delivered) or electronic form (faxed or e-mailed), must identify the resolution and may be accompanied by a statement not exceeding 1,000 words which the Organisation will also be required to circulate.
30.8.2	The Board may reject the resolution but must provide reasons for doing so to the members requesting the resolution.
30.8.3	If accepted, the Organisation must circulate the resolution and any accompanying statement within 21 days, and may require the requesting Members to cover the expenses it incurs circulating the resolution.
	<b>MEETING ADJOURNMENT</b>
31	The Chairperson of the GM may, with the consent of a majority of the Members voting (in person or by proxy), adjourn the General Meeting to such time, date and place as the Chairperson may determine.
	<b>ORGANISATION MANAGEMENT</b>
32	The affairs, property and funds of the organisation shall be directed and managed by a Board of Charity Trustees. The Board:
32.1	shall set the strategy and policy of the Organisation;
32.2	shall, where no employees or managers are appointed, be responsible for the day-to-day management of the Organisation;
32.3	shall hold regular meetings between each AGM, meeting as often as necessary to despatch all business of the Organisation;
32.4	shall monitor the financial position of the Organisation;
32.5	shall direct and manage the affairs and Property of the Organisation;
32.6	shall generally control and supervise the activities of the Organisation;
32.7	may, on behalf of the Organisation, do all acts which may be performed by the Organisation (other than those required to be performed by the Members at a GM);

32.8	may exercise the powers of the Organisation; and
32.9	may not also be paid employees of the Organisation.
	<b>INTERIM BOARD</b>
33	Upon incorporation of the organisation, the individuals who signed the Charity Trustee declaration forms which accompanied the application for incorporation of the organisation shall be deemed to have been appointed by the members as Charity Trustees with effect from the date of incorporation of the Organisation.
33.1	The Interim Board shall retire at the first GM, which shall be held as soon as practicable following incorporation, but shall remain eligible for re-election (the period of office between the date of incorporation and the date of the first GM not being regarded as a "term of office" for the purposes of clause 36.5).
	<b>COMPOSITION OF THE BOARD OF CHARITY TRUSTEES</b>
34	The number of Charity Trustees shall be not less than three and the total number of Charity Trustees shall not be more than five.
	<b>APPOINTMENT OF CHARITY TRUSTEES</b>
35	From and after the first General Meeting of the organisation, the Board shall comprise the following individual persons (a majority of whom shall always be Elected Charity Trustees):
35.1	up to five (minimum of 3) individual persons elected as Charity Trustees by the Members in accordance with clause 36 ("the Elected Charity Trustees"), who must themselves be Ordinary Members; and
35.2	up to three individual persons co-opted in accordance with clause 37 ("the Co-opted Charity Trustees"), so as to ensure a spread of skills and experience within the Board.
35.3	Employees of the organisation may not be nominated as or become Charity Trustees.
	<b>ELECTED CHARITY TRUSTEES</b>
36	At the first General Meeting of the Organisation, the Members shall elect up to five (minimum of three) individual Ordinary Members as Elected Charity Trustees.
36.1	Elected Charity Trustees must be nominated in writing by at least two Members. Such nominations must contain confirmation from the nominee that they are willing to act as an Elected Charity Trustee and must be delivered to the registered office of the Organisation at least seven days before the GM.
36.2	Each Member has one vote for each vacancy in the Elected Charity Trustees on the Board.



36.3	Provided the first GM is not also the first AGM, there shall be no changes in the Charity Trustees at the first AGM (except to fill any vacancies left following the first GM or caused by retirements since the first GM).
36.4	At the second and subsequent AGMs, one-third of the Elected Charity Trustees (rounding upwards if this is not a whole number) shall retire from office at the close or adjournment of that meeting.
36.5	A retiring Charity Trustee shall be eligible for re-election after one term of office. A retiring Charity Trustee shall not be eligible for re-election after two consecutive terms of office until a period of one year in which they have not been a Charity Trustee has passed.
36.6	The Elected Charity Trustee(s) to retire at an AGM shall be those who have been longest in office since their election/re-election (unless other Elected Charity Trustee(s) have agreed to retire at that AGM). As between Individuals who were appointed as Elected Charity Trustees on the same date, the Elected Charity Trustee(s) to retire shall be agreed between the Individuals appointed on the same date or determined by lot.
<b>CO-OPTED CHARITY TRUSTEES</b>	
37	Subject to clause 35, the Charity Trustees may appoint Individuals as Charity Trustees to ensure a spread of skills and experience within the Board ("Co-opted Charity Trustees") and may remove a Co-opted Charity Trustee at any time.
37.1	A Co-opted Charity Trustee shall retire at the AGM following their appointment unless re-appointed by the Charity Trustees.
37.2	A Co-opted Charity Trustee can be removed from office at any time by a simple majority of the Board.
37.3	For the avoidance of doubt, a Co-opted Charity Trustee may participate fully in at all Board meetings which they attend, and is eligible to vote at them.
<b>VACANCY</b>	
38	The Board may from time to time fill any casual vacancy arising as a result of the retirement (or deemed retirement for any reason) of any Elected Charity Trustee from or after the date of such retirement or deemed retirement until the next AGM.
<b>CHARITY TRUSTEES – GENERAL DUTIES</b>	
39	Each of the Charity Trustees has a duty, in exercising functions as a Charity Trustee, to act in the interests of the organisation; and, in particular, must:
39.1	seek, in good faith, to ensure that the organisation acts in a manner which is in accordance with its purposes;
39.2	act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person;

39.3	in circumstances giving rise to the possibility of a conflict of interest between the organisation and any other party, put the interests of the organisation before that of the other party; where any other duty prevents them from doing so, disclose the conflicting interest to the organisation and refrain from participating in any deliberation or decision of the other Charity Trustees with regard to the matter in question;
39.4	ensure that the organisation complies with any direction, requirement, notice or duty imposed under or by virtue of the Charities and Trustee Investment (Scotland) Act 2005.
40	In addition to the duties outlined in clause 39, all of the Charity Trustees must take such steps as are reasonably practicable for the purpose of ensuring:
40.1	that any breach of any of those duties by a Charity Trustee is corrected by the Charity Trustee concerned and not repeated; and
40.2	that any Charity Trustee who has been in serious and persistent breach of those duties is removed as a Charity Trustee.
41	Provided they have declared their interest - and have not voted on the question of whether or not the organisation should enter into the arrangement - a Charity Trustee will not be debarred from entering into an arrangement with the group in which they have a personal interest; and (subject to clause 61 and to the provisions relating to remuneration for services contained in the Charities and Trustee Investment (Scotland) Act 2005), they may retain any personal benefit which arises from that arrangement.
42	No Charity Trustee may serve as an employee (full time or part time) of the organisation; and no Charity Trustee may be given any remuneration by the organisation for carrying out their duties as a Charity Trustee.
43	The Charity Trustees may be paid all travelling and other expenses reasonably incurred by them in connection with carrying out their duties; this may include expenses relating to their attendance at meetings.
<b>CODE OF CONDUCT FOR CHARITY TRUSTEES</b>	
44	Each of the Charity Trustees shall comply with the code of conduct (incorporating detailed rules on conflict of interest) prescribed by the Board from time to time.
44.1	The code of conduct shall be supplemental to the provisions relating to the conduct of Charity Trustees contained in this constitution and the duties imposed on Charity Trustees under the Charities and Trustee Investment (Scotland) Act 2005; and all relevant provisions of this constitution shall be interpreted and applied in accordance with the provisions of the code of conduct in force from time to time.
<b>REGISTER OF CHARITY TRUSTEES</b>	
45	The Board must keep a register of Charity Trustees, setting out for each current Charity Trustee: <ul style="list-style-type: none"> <li>a) the name of the Charity Trustee;</li> </ul>

	<ul style="list-style-type: none"> <li>b) the address of the Charity Trustee;</li> <li>c) the date on which they were appointed as a Charity Trustee; and</li> <li>d) any office held by them in the organisation.</li> </ul>
45.1	<p>Where a Charity Trustee is not an individual the register must also contain:</p> <ul style="list-style-type: none"> <li>a) Any other name by which the Charity Trustee is known;</li> <li>b) the principal contact for the Charity Trustee;</li> <li>c) any number assigned to it in the Scottish Charity Register (if it is a charity); and</li> <li>d) any number with which it is registered as a company, if it is a company.</li> </ul>
45.2	Where the Charity Trustee is appointed by OSCR under section 70A of the 2005 Act it must be recorded in the register.
45.3	<p>For each former Charity Trustee the register must set out, for at least 6 years from the date on which they ceased to be a Charity Trustee:</p> <ul style="list-style-type: none"> <li>a) the name of the Charity Trustee;</li> <li>b) any office held by the Charity Trustee in the Organisation; and</li> <li>c) the date on which they ceased to be a Charity Trustee.</li> </ul>
45.4	The Board must ensure that the register of Charity Trustees is updated within 28 days of receiving notice of any change.
45.5	If any person requests a copy of the register of Charity Trustees, the Board must ensure that a copy is supplied to them within 28 days, providing the request is reasonable; if the request is made by a person who is not a Charity Trustee of the Organisation, the Board may provide a copy which has the name and address of any of the Charity Trustees blanked out. The name of a Charity Trustee may only be blanked out if the Organisation is satisfied that including that information is likely to jeopardise the safety or security of any person or premises.
<b>TERMINATION OF CHARITY TRUSTEES OFFICE</b>	
46	A Charity Trustee will automatically cease to hold office if: -
46.1	they give the Organisation a notice of resignation, signed by them;
46.2	they become an employee of the Organisation;
46.3	in the case of a Charity Trustee elected under clause 36 they cease to be a member of the Organisation;
46.4	in the case of a Charity Trustee co-opted under clause 37 the Board under clause 37.2 vote to end the appointment;

46.5	they become disqualified from being a Charity Trustee under the Charities and Trustee Investment (Scotland) Act 2005;
46.6	they are absent (without good reason, in the opinion of the Board) from more than three consecutive meetings of the Board - but only if the Board resolves to remove them from office;
46.7	they become incapable for medical reasons of carrying out their duties as a Charity Trustee - but only if that has continued (or is expected to continue) for a period of more than six months;
46.8	they are removed from office by resolution of the Board on the grounds that they are considered to have committed a material breach of the code of conduct for Charity Trustees (as referred to in clauses 44);
46.9	they are removed from office by resolution of the Board on the grounds that they are considered to have been in serious or persistent breach of their duties under section 66(1) or (2) of the 2005 Act;
46.10	they become prohibited from being a Charity Trustee by virtue of section 69(2) of the 2005 Act
46.11	they commit any offence under section 53 of the 2005 Act.
47	Clauses 46.9 and 46.10 apply only if the following conditions are met:
47.1	the Charity Trustee who is subject of the resolution is given reasonable prior written notice of the grounds upon which the resolution for removal is to be proposed;
47.2	the Charity Trustee concerned is given the opportunity to address the meeting at which the resolution is proposed prior to the resolution being put to a vote; and
47.3	at least two thirds of the Charity Trustees then in office vote in favour of the resolution.
<b>CHAIRPERSON AND VICE-CHAIRPERSON</b>	
48	The Board shall meet as soon as practicable meeting immediately after each AGM or following the resignation of the existing Chairperson/Vice-Chairperson to appoint: (a) an Elected Charity Trustee to chair Board meetings and GMs (the "Chairperson"), and (b) an Elected Charity Trustee to chair Board meetings and GMs in the event that the Chairperson is not present and willing to do so (the "Vice Chairperson").
48.1	In the event that:



	<p>(a) the Chairperson is not present and willing to act within 15 minutes of the time at which the GM/Board meeting is due to start, or no Chairperson is currently appointed; and</p> <p>(b) the Vice-Chairperson is not present and willing to act within 15 minutes of the time at which the GM/Board meeting is due to start, or no Vice-Chairperson is currently appointed,</p> <p>the Charity Trustees present must appoint an Elected Charity Trustee to chair the GM/Board meeting.</p>
	<b>BOARD MEETINGS</b>
49	The quorum for Board meetings shall be not less than 50% of all the Trustees, a majority of whom are Elected Charity Trustees. No business shall be dealt with at a Board meeting unless such a quorum is present.
49.1	A Charity Trustee shall not be counted in the quorum at a meeting (or at least the relevant part thereof) in relation to a resolution on which, whether because of personal interest or otherwise, they are not entitled to vote.
49.2	The Board may make any arrangements in advance of any Board meeting to allow members to fully participate in such meetings so long as all those participating in the meeting can clearly comprehend each other; a member participating in any such means other than in person shall be deemed to be present in person at the Board meeting.
50	7 Clear Days' notice in writing shall be given of any meeting of the Board at which a decision in relation to any of the matters referred to in clause 30 is to be made, which notice shall be accompanied by an agenda and any papers relevant to the matter to be decided.
50.1	All other Board meetings shall require not less than 7 days' prior notice, unless all Charity Trustees agree unanimously in writing to dispense with such notice on any specific occasion.
50.2	On the request of a Charity Trustee the Chairperson shall summon a meeting of the Board by notice served upon all Charity Trustees, to take place at a reasonably convenient time and date.
51	No alteration of the Clauses and no direction given by Special Resolution shall invalidate any prior act of the Board which would have been valid if that alteration had not been made or that direction had not been given.
52	The Board may act notwithstanding any vacancy in it, but where the number of Charity Trustees falls below the minimum number specified in clause 34, it may not conduct any business other than to appoint sufficient Charity Trustees to match or exceed that minimum.
53	The Board may invite or allow any person to attend and speak, but not to vote, at any meeting of the Board or of its sub-committees.
54	The Board may from time to time promulgate, review and amend any Ancillary Regulations, Guidelines and/or Policies, subordinate at all times to these Clauses, as it

	deems necessary and appropriate to provide additional explanation, guidance and governance to members/Charity Trustees.
	<b>VOTING AT BOARD MEETINGS</b>
55	The Chairperson of the Board meeting shall endeavour to achieve consensus wherever possible but, if necessary, questions arising shall be decided by being put to the vote,
55.1	Each Charity Trustee present (and who is eligible to vote) has one vote. In the event of an equal number of votes for and against any resolution at a Board meeting, the Chairperson of the meeting shall have a casting vote as well as a deliberative vote.
55.2	A resolution in writing shall be as valid and effectual as if it had been passed at a meeting of the Board or of a sub-committee. A resolution may consist of one or several documents in the same form each signed by one or more Charity Trustees or members of any relative sub-committee as appropriate.
	<b>SUB-COMMITTEES</b>
56	The Board may delegate any of its powers to sub-committees, each consisting of not less than one Charity Trustee and such other person or persons as it thinks fit or which it delegates to the committee to appoint.
56.1	Any sub-committee so formed shall, in the exercise of the powers so delegated, conform to any remit and regulations imposed on it by the Board. The meetings and proceedings of any such sub-committee shall be governed by the provisions of these Clauses for regulating the meetings and proceedings of the Board so far as applicable and so far as they are not superseded by any regulations made by the Board.
56.2	Each sub-committee shall ensure the regular and prompt circulation of, the minutes of its meetings to all Charity Trustees.
	<b>CONSTRAINTS ON PAYMENTS/BENEFITS TO MEMBERS AND CHARITY TRUSTEES</b>
57	The income and property of the Organisation shall be applied solely towards promoting the Purposes and do not belong to the members. Any surplus income or assets of the Organisation are to be applied for the benefit of the Community.
58	No part of the income or property of the Organisation shall be paid or transferred (directly or indirectly) to the members of the Organisation, or to any other individual, whether by way of dividend, bonus or otherwise, except in the circumstances provided for in clause 59.
59	No benefit (whether in money or in kind) shall be given by the Organisation to any member or Charity Trustee except the possibility of:
59.1	repayment of out-of-pocket expenses (subject to prior agreement by the Board);

59.2	reasonable remuneration in return for specific services actually rendered to the Organisation (in the case of a Charity Trustee such services must not be of a management nature normally carried out by a Trustee of an Organisation);
59.3	payment of interest at a rate not exceeding the commercial rate on money lent to the Organisation;
59.4	payment of rent at a rate not exceeding the open market rent for property let to the Organisation;
59.5	the purchase of property from any member or Charity Trustee provided that such purchase is at or below market value;
59.6	the sale of property to any member or Charity Trustee provided that such sale is at or above market value; or
59.7	payment by way of any indemnity, where appropriate in accordance with clause 67.
60	Where any payment is made under clause 59, the terms of clause 61 must be observed.
<b>PERSONAL INTERESTS &amp; CONFLICTS OF INTEREST</b>	
61	Whenever a Charity Trustee finds that there is a personal interest, as defined in sub-clauses 61.3 and 61.4, they have a duty to declare this to the Board meeting in question.
61.1	A Charity trustee must not vote at a Board meeting (or at a meeting of a sub-committee) on any resolution which relates to a matter in which they has a personal interest or duty which conflicts (or may conflict) with the interests of the SCIO.
61.2	<p>It will be up to the Chairperson of the meeting in question to determine:</p> <ul style="list-style-type: none"> <li>(a) whether the potential or real conflict simply be noted in the Minutes of any relevant meeting, or</li> <li>(b) whether the Charity Trustee in question, whilst being permitted to remain in the meeting in question, must not partake in discussions or decisions relating to such matter, or</li> <li>(c) whether the Charity Trustee in question should be required to be absent during that particular element of the meeting. Where a Charity Trustee leaves, or is required to leave, the meeting they no longer form part of the quorum for that meeting.</li> </ul>

61.3	An interest held by an individual who is “connected” with the Charity trustee under section 68(2) of the Charities and Trustee Investment (Scotland) Act 2005 (husband/wife, partner, child, parent, brother/sister etc) shall be deemed to be held by that Charity trustee;
61.4	A Charity trustee will be deemed to have a personal interest in relation to a particular matter if a body in relation to which they are an employee, director, member of the management committee, officer or elected representative has an interest in that matter.
61.5	The Board shall determine from time to time what interests shall be relevant interests and shall ensure that a Register of Notices of Relevant Interests is maintained, which shall be open for inspection by both the Board and members of the Organisation and, with the express prior written approval of the Charity Trustee or employee concerned, by members of the public.
<b>FINANCES &amp; ACCOUNTS</b>	
62	The Board shall determine:
62.1	which banks or building societies the bank accounts of the Organisation shall be opened with;
62.2	how bank accounts shall be maintained and operated; and
62.3	how cheques and other negotiable instruments, and receipts for monies paid to the Organisation, shall be signed, drawn, accepted, endorsed or otherwise executed.
63	The Board shall cause accounting records to be kept for the Organisation in accordance with the requirements of the 2005 Act and other relevant legislation.
63.1	The accounting records shall be maintained by the Treasurer (if there is one) and overseen by the Principal Officer (if there is one), or otherwise by, or as determined by, the Board. Such records shall be kept at such place or places as the Board thinks fit and shall always be open to the inspection of the Trustees.
63.2	The Board must prepare annual accounts, complying with all relevant statutory requirements, and must ensure the accounts are examined or audited, as appropriate, by a qualified examiner or auditor.
63.3	At each AGM, the Board shall provide the members with a copy of the accounts for the period since the last preceding accounting reference date (or, in the case of the first account, since the incorporation of the Organisation). The accounts shall be accompanied by proper reports of the Board.



63.4	Copies of such accounts shall, not less than 21 clear days before the date of the General Meeting, be delivered or sent to all members, Charity Trustees, the Office Bearers and the auditor, or otherwise be available for inspection on the website or other location of the Organisation (with all members, Charity Trustees, the Organisation Secretary and the auditor being made aware that they are so available for inspection there).
	<b>NOTICES</b>
64	The Organisation may serve a notice on a Member in hard copy (addressed to the address given for that Member in the register of members, and posted or hand-delivered) or electronic form (faxed or e-mailed). A notice is deemed to have been served on the day following the day on which it is hand-delivered, posted faxed or e-mailed.
65	The Organisation may communicate with a Member by electronic means (including fax and e-mail) unless the Member has requested that communications from the Organisation be sent in hard copy. The Organisation may publish notifications by means of a website provided the Organisation has advised Members of this and taken reasonable steps to notify Members who have informed the Organisation that they do not have internet access.
	<b>RECORDS OF MEETINGS</b>
66	The Board shall cause minutes to be made of all appointments of officers made by it and of the proceedings of all General Meetings and of all Board meetings and of sub-committees, including the names of those present, and all business transacted at such meetings and any such minutes of any meeting, if purporting to be signed after approval, either by the Chairperson of such meeting, or by the Chairperson of the next succeeding meeting, shall be sufficient evidence without any further proof of the facts therein stated.
	<b>INDEMNITY</b>
67	Subject to the terms of the 2005 Act and without prejudice to any other indemnity, the Charity Trustees, or member of any sub-committee, the Organisation Office Bearers and all employees of the Organisation may be indemnified out of the funds of the Organisation against any loss or liability (including the costs of defending successfully any court proceedings) which he, she or they may incur or sustain, in connection with or on behalf of the Organisation.
	<b>ALTERATION TO THE CLAUSES</b>
68	Subject to the terms of this clause, this constitution may be altered by a Special Resolution of the members passed in accordance with clause 29 or 30.3

68.1	Any changes to the purposes set out in clause 4 are subject to written consent being obtained from OSCR (and its successors) in terms of section 16 of the Charities and Trustee Investment (Scotland) Act 2005
68.2	The Board must notify OSCR (and its successors) of any changes to the constitution not relating to the purposes, in terms of section 17 of The Charities and Trustee Investment (Scotland) Act 2005
	<b>DISSOLUTION</b>
69	The Organisation may be wound up or dissolved only on the passing of a Special Resolution for that purpose in accordance with clauses 29 and 30.4, and subject to written consent being obtained from OSCR.
69.1	<p>If, on the winding-up of the Organisation, any property or assets remains after satisfaction of all its debts and liabilities, such property shall be given or transferred to such other community body or bodies or charitable group, which has purposes which resemble closely the purposes of the Organisation, as may be:</p> <ul style="list-style-type: none"> <li>(a) determined by not less than two thirds of the Ordinary Members of the Organisation voting (in person or by proxy) at a General Meeting called specifically (but not necessarily exclusively) for the purpose; and</li> <li>(b) approved by OSCR (and its successors).</li> </ul>

## COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

### FALKIRK COUNCIL ASSET TRANSFER REQUEST FORM

**IMPORTANT NOTES:**

This is an application form which can be used to make an Asset Transfer request to Falkirk Council.

Any Community Body interested in making an Asset Transfer Request is advised to contact the Asset Team on [strategicpropertyreview@falkirk.gov.uk](mailto:strategicpropertyreview@falkirk.gov.uk) before making the request so that we can discuss your proposal.

Please complete the asset transfer request form if the property/land is owned/leased/managed by Falkirk Council.

It is essential that you read the [Asset Transfer guidance](#) provided by the Scottish Government before making a request.

When completed, this form should be emailed to [strategicpropertyreview@falkirk.gov.uk](mailto:strategicpropertyreview@falkirk.gov.uk) or sent to

The Asset Team

Falkirk Council

4 Stadium Way

Falkirk

FK2 9EE

## Section 1: Information about the Community Transfer Body (CTB) making the request

1.1 Name of the CTB making the asset transfer request

Dunipace Football Club

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

Postal address: Dunipace FC, Westfield Park, Townhouse Street, Denny

Postcode: FK4 1FB

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: [REDACTED]

Postal address: [REDACTED]

Postcode: [REDACTED]

Email: [REDACTED]

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 Falkirk Council 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
	Community Benefit Society (BenCom) and its registered number is .....	
x	Unincorporated organisation (no number)	

**Please attach a copy of the CTB’s constitution, articles of association or registered rules.**

Please note that under The Community Empowerment (Scotland) Act 2015, where a CTB is seeking ownership rather than a lease, the organisation must have at least 20 members. See the Scottish Government’s [Guidance for Community Transfer Bodies](#).

- 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?

SCIO (Awaiting Confirmation)
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## Section 2. Information about the land and rights requested

2.1 Please identify the property/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 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.*

Details of Property: Bottom Castle Park Pavilion

Address: Stirling Street, Dunipace

Postcode: FK6 6HN

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

UPRN: 136078941

### 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

Please attach a note setting out any other terms and conditions you wish to apply to the request.

Falkirk Council to provide details of any other teams / community groups taking a pitch let on either Top or Bottom Gala Park pitches in Dunipace.

#### 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.

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### 3C – Request for other Rights

What are the rights you are requesting?

Dunipace Football Club would also like to request additional access rights around the Bottom Castle Park Pavilion to allow access to the doors at the rear of the pavilion and also like to request an additional area at the northern side of the pavilion to install a storage container for additional equipment required for training and matches held at the Gala Parks. Shown in Blue on the drawing above.
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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 set out any other terms and conditions you wish to apply to the request.

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## 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.

### 4.1.1 Objectives of Project

Dunipace Football Club provides playing & training facilities that enable the local community to enjoy and participate in football. These facilities include changing rooms, football pitches and equipment that the local community have access to. This is to enable Dunipace Football Club the provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for people in Denny & Dunipace and the surrounding areas.

The Bottom Castle Park Pavilion will also be provided to the Denny & Dunipace Gala group to provide storage for any equipment or food /refreshments during local community events.

### 4.1.2 Why there is a need for your Project?

The Top & Bottom Castle Parks and Bottom Castle Park pavilion allow Dunipace Football Club to provide playing and training facilities and host competitive matches as part of the Scottish Football Association player pathway scheme.

We currently use the Bottom Castle Park pavilion for the local community to use the toilets during training and matches, and for home and away teams to get changed pre and post games. Without the pavilion, we would lose two boys and two girls teams from the football club and the current group of 80+ participants will be without a team to play for since the SYFA & SWF does not permit matches to take place where there are no changing / toilet facilities.

Further to that, we would not want our children or indeed adult coaches / spectators in a situation where they couldn't use a toilet if required.

### 4.1.3 Will any Development/changes/modifications to the asset be required?

N/a

### 4.1.4 What activities will take place?

Recreational facilities and organisation of recreational activities, with the object of improving the conditions of life for people in Denny & Dunipace and the surrounding areas; including football teams for people to train and compete in the

<p>Scottish Football Association (SFA) competitions; the operation of training grounds and pitches.</p> <p>Bottom Castle Park pavilion will offer the following range of services for the organisation, local groups and members of the community.</p> <ul style="list-style-type: none"> <li>• Changing facilities.</li> <li>• Showers and toilets.</li> <li>• Storage facilities.</li> </ul>
<p>4.1.5. If the asset is to be used by the public, please provide details of lettings policy and opening times.</p> <p>Dunipace Football Club wish to offer the use of Bottom Castle Park pavilion to the local community. Examples are a local hub building for other sporting groups and Denny &amp; Dunipace Gala.</p> <p>Dunipace Football Club will have volunteers that will open and close the facilities for the local community.</p>
<p>4.1.6 What provision will be provided for people with disabilities?</p> <p>The Bottom Castle Park Pavilion was installed by Falkirk Council in 2024, so Dunipace FC are assuming that this build meets all current building regulations with regards to disability access. Therefore, Dunipace FC we are planning to maintain disability access the existing building.</p>
<p>4.1.7 Any other relevant information?</p>

## Benefits of the proposal

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

Local Authorities are permitted to dispose of property at less than market value where there are wider public benefits to be gained. This is set out in the Disposal of Land by Local Authorities (Scotland) Regulations 2010. These public benefits are listed below.

In this section, please explain how the project will benefit your community, and others. Please refer to the Scottish Government [guidance](#) on how the Council will consider the benefits of a request.

Please explain how the project will benefit your community by detailing how your project will promote or improve:-

#### 4.2.1. Economic development/income generation

The Community asset transfer of Bottom Castle Park pavilion will allow Dunipace Football Club to continue our main objectives of providing football teams for people to train and compete in the Scottish Football Association (SFA) competitions, and the operation of training grounds and pitches.

Our football and sports club provides essential services that might otherwise be inaccessible due to the financial constraints of our local community. We are a volunteer run club and the opportunities we provide to volunteers will help residents develop new skills and gain valuable work experience. Volunteering can serve as a stepping stone to future employment, enhancing the employability of individuals and contributing to the overall skill level of the community. Offering educational and training programs can help bridge the gap for those who are not in full-time education or employment. Our football and sports club fosters social cohesion and well-being, which are essential for a thriving economy. It is envisaged we will require more volunteer coaches for our future vision of increasing the number of football teams associated with our organisation.

Dunipace Football Club presently work with schools in the local area to advertise and increase the number of youths who are participants of our club. This will generate extra income for our charitable organisation to fulfil and enhance our services for the local community.

Bottom Castle Park pavilion is planned to offer the following range of services for the organisation, local groups and members of the community.

- Changing facilities.
- Showers and toilets.
- Storage facilities.

#### 4.2.2. Regeneration

i.e. Please include details of whether your organisation will contribute to the **physical regeneration** of the area, and how your proposal will impact the regeneration of the area, in terms of volunteering or employment, giving examples.

Dunipace Football Club want to take ownership and maintain the Bottom Castle Park pavilion to ensure this will remain available for use for any football teams within the Denny & Dunipace areas.

The club will actively seek external funding when required to help maintain the building and stop it being an eye sore on the local area. We would like the building to be used during local community events such as the yearly Denny & Dunipace Gala Day celebration.

#### 4.2.3. Public Health

Taking ownership of Bottom Castle Park pavilion will allow Dunipace Football Club to continue to promote and encourage the advancement of public participation in sport for the local community, especially of football according to the laws approved by the Scottish Football Association (SFA). This will increase the physical and mental wellbeing of members of the local community.

By improving the overall health of the community, our group aims to help ease the pressure on public and social services, and on other facilities. By engaging in regular social activities, our community can reduce stress, improve mood, and gain a sense of purpose. Physical activities we provide for children of different age groups help maintain physical health and mobility for all those who attend them. Together, these benefits contribute to a healthier, happier, and more connected community. When individuals have access to programmes that support their social, mental, and physical health, they are less likely to require intervention from public services. This proactive approach to community health not only benefits individuals, but also reduces the burden on public resources, allowing them to be allocated more effectively, to areas where they are needed the most. Regular social activities can reduce stress, improve mood, and provide a sense of purpose, which can decrease the reliance on health services. Offering educational programs on nutrition, mental health, and preventative care can empower residents to take control of their health. The community centre can collaborate with local health services to provide accessible health screenings, vaccinations, and other essential services. This can be particularly beneficial in ensuring that vulnerable populations receive the care they need.

#### 4.2.4. Social Wellbeing

The continued use of Bottom Castle Park pavilion as changing facilities / toilets / storage for the local community will enhance the social and mental wellbeing of the local community by providing facilities to allow boys and girls to continue to play football within Denny & Dunipace.

The activities and social interactions facilitated by the club, will contribute significantly to both the mental and social wellbeing of our community. We provide a safe space for the local community to meet and engage with each other through our training, matches, activities and events. Offering volunteer opportunities within the football club can enhance social cohesion and provide residents with a sense of purpose. Volunteering can help individuals develop new skills, gain confidence, and feel more connected to their community. By facilitating intergenerational activities, the centre can bridge the gap between different age groups. Intergenerational activities can foster mutual understanding and respect and provide opportunities for learning and mentorship.

#### 4.2.5. Environmental Wellbeing / Environmental Benefits

Falkirk Council have recently modernised the Bottom Castle Park pavilion to reduce negative environmental impact of the building. The pavilion now meets all the latest Building Standards.

We plan to continue to work in an environmentally conscious way to reduce our carbon footprint on the environment and local community. We will look to implement energy-efficient technologies and sustainable practices so the pavilion can reduce its environmental impact. We can engage the community in environmental initiatives, such as clean-up drives, tree planting events, and recycling programs. These activities can foster a sense of community pride and responsibility, encouraging residents to take an active role in protecting their local environment.

#### 4.2.6. Does your project contribute to the reduction of inequalities?

Dunipace Football Club promote and encourage the playing and participation in football by providing inclusive opportunities for all. With no discrimination on age, gender, religion, race, sexuality or football ability.

Families with multiple siblings in Dunipace Football Club are provided concessionary rates, and a limit for monthly subs.

Families that cannot pay the monthly subscription are not discriminated against. The organisation will endeavour to reach an agreement where such persons can participate in Dunipace Football Club.

#### 4.2.7 Will local people be engaged in the use and management of the Asset?

Dunipace Football Club has over 80 volunteers that coach and help run our organisation. These volunteers presently manage the pavilion and football pitch at Bottom Castle Park and will continue after ownership of the building has been transferred to our organisation.

#### 4.2.8 How will you monitor whether the Asset Transfer is benefiting the community?

We will measure the impact of taking ownership of the building by increased participation from the local community through more participants and new teams being part of the club. We currently have four teams (approx. 64 players) playing at the Gala Park pitches, we will look to increase this to six teams (approx. 96 players) over the next few seasons as the club continues to grow. All teams using the Gala Park pitches would range from u12s to u18s depending on pitch allocation from Falkirk Council.

Another measurable impact will be increased engagement and collaboration with other groups within the local community.

#### 4.2.9 Any other relevant information?

### 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.

n/a

### Negative consequences

- 4.4 Are there any negative consequences that will affect *other groups or individuals* if your request is agreed to? How you propose to minimise / reduce these?

For example, increased traffic etc. Please consider any potential negative consequences for the local economy, environment, or any group of people, and explain how you could reduce these.

No negative consequences, current numbers of teams and users to remain unchanged following transfer of ownership.

## 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.

4.5.1 Has your organisation or any of its members managed projects or owned / leased property/land prior to this?

Yes ☒

No ☐

Please provide details of:

4.5.2 Skills and experience of the members of the organisation

Dunipace Football Club have the skills and experience to operate and maintain the building in Bottom Castle Park. Present members have been responsible for maintaining the building in our present long term lease arrangement with Falkirk Council.

We have members with varied professional backgrounds including financial services and the wider business sphere. As well as all trades and business owners well versed in business operations and financial management.

4.5.3 Do you intend to use professional advisors? Please provide details.

Dunipace Football Club intends to engage the services of a local Law Practice to conclude the legal aspects of our organisation assuming ownership of the property and land as part of the community asset transfer. The organisation currently uses

Drummond Laurie Accountant to audit our yearly accounts to satisfy the requirements of being a SCIO.

4.5.4 Do you currently lease/manage a property from Falkirk Council? If yes, please provide details.

Dunipace Football Club presently lease the pavilions and pitches at Top & Bottom Castle Park, Dunipace, and 3no pitches at Hertbertshire Playing Fields, Denny.

4.5.4 Please detail how you plan to manage the building?

Dunipace Football Club plan to manage the building with the network of volunteers we already have in the organisation.

Dunipace Football Club will mainly use the building from 6pm to 8pm during the week and from 9am to 1pm on Saturdays. This will be when training activities and football games are held.

The building will also be provided to the Denny & Dunipace Gala group to provide storage for equipment & food / refreshments during local community events.

Dunipace Football Club will have keyholders for the property that will provide access to groups of the wider community. Groups and sports clubs will also be asked to sign a lease agreement with Dunipace Football Club that will cover the dates, length of time, and level of donation to cover utility costs whilst using the facilities.

4.5.5 Please provide any other information you think may be relevant.

## 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.

5.1.1. What community engagement has taken place to help develop your business plan? Please provide evidence, for example any completed surveys, questionnaires, letters of support, minutes of public meetings etc.

Dunipace Football Club were provided a letter of support from local Councillor Fiona Collie and local primary and secondary schools within Denny & Dunipace. We have also been provided a letter of support from Balon d'Or & Denny Skillz, which are both successful football coaching organisations in the local area we currently have partnerships with to provide football sessions to the local community. And we also received a letter of support from the Denny & Dunipace Gala Committee, who use the Gala Park and Bottom Castle Park pavilion for the annual Gala Day. Copy of these letters are detailed in Appendix B.

Dunipace Football Club also conducted a survey of the local community to determine the impact the organisation and the level of support to regenerate the building. The Google Forms was sent out via Email / Whatsapp to all users of Westfield Park, this includes members of the Dunipace FC, other local football teams, community groups and local schools. We received over 200 responses to this survey from members of the local community. Results from the survey are detailed in Appendix C.

5.1.2 Have you consulted with other local stakeholder groups or agencies? Please provide evidence.

Dunipace Football Club have worked with CVS to develop the business plan and CAT application. We also have close links with the local schools to help increase the number of youths participating in football training, games and organised events.

5.1.4 Have you been in contact with any other communities or community groups that may be affected? Please give details.

There are currently no other football teams or community groups using the Gala Park Pavilion on a regular basis. Dunipace FC have contacted the Denny & Dunipace Gala Committee as Falkirk Council provide them with access to the pavilion on the weekend of the Denny & Dunipace Gala and confirmed that this arrangement will continue if Dunipace FC are successful with the CAT process.

5.1.5 Please provide any other information you think may be relevant.





## Section 6. Financial Viability of Project

Your Business Plan should contain full information about the financial viability of the project, evidencing that the organisation will be able to sustain the project in the long term.

Please submit

- at least 1 year's audited accounts to evidence your organisations financial stability (if available)
- where audited accounts are not available (for instance for new groups) please provide a bank statement.
- a projected 5 year income and expenditure account
- a cash flow forecast for the proposed asset transfer.

6.1 Please outline the Policies and Procedures your organisation has in place to govern the group's finances

We recognise our organisation's requirements as a registered SCIO. We will continue to submit audited accounts yearly to OSCR. Our finances are presented and scrutinised at every board meeting. We will follow OSCR's [Guidance and Good Practice for Charity Trustees \(oscr.org.uk\)](https://oscr.org.uk/guidance-and-good-practice-for-charity-trustees) to ensure we manage our finances correctly.

We have set rates for our subscriptions and will review these yearly at our AGM.

## Section 7. Funding

7.1 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.

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.

7.1.1 Please show your calculations of the costs associated with the transfer of the land or buildings 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.

We recognise we will require a solicitor to review and negotiate the terms of our transfer of ownership of the building.

Please see our Cash Flow for all our planned start up, ongoing, maintenance and planned redevelopment costs. Our Cash Flow also shows all proposed income and investment.

Volunteering Hours	Rate	Hours	Year 1 Benefit	Year 2-3 Benefit	Year 4-5 Benefit
Board of Trustees	£40	1,300	£52,000	Yr 2 – £52,000 Yr 3 - £52,000	Yr 4 – £52,000 Yr 5 - £52,000
Volunteers	£12	9,600	£115,200	Yr 2 - £115,200 Yr 3 - £115,200	Yr 4 - £115,200 Yr 5 - £115,200
		<b>Total</b>	10,900	£167,200	£344,400

7.1.2 Please supply details of what funding you have received so far, and of any conditions attached to it.

n/a

7.1.3 Please supply details of any funding you have applied for but have not yet received a response or decision. Please include timescales if known.

n/a

7.1.4 Details of any other funding you will have access to? i.e. voluntary contributions, borrowing etc.

Dunipace Football Club is supported by local businesses that sponsor the different teams within our organisation. Funding has been provided to display their business on football strips worn by our teams. This funding has been used to purchase football kit and training equipment to provide our product and services to the local community.

Dunipace Football Club organises their own fundraising events to generate further revenue streams for the club. These events have been a great success and have been well supported by the local community.

7.1.5 Please outline your funding strategy if you have one, as well as any other relevant information.

Dunipace Football Club are currently waiting on confirmation to become a SCIO. Our funding strategy is to work with CVS to identify potential funders that we fit the criteria to be successful applicants. This funding will primarily be used to enable us to regenerate Bottom Castle Park pavilion when required in the future. We have also started applying for smaller funding grants to assist us with the initial costs of taking ownership of Bottom Castle Park and enhance our organisation whilst we are still a single tire constituted group.

However the revenue stream from our membership allows us to be self sufficient and take ownership of the building at Bottom Castle Park.

## Section 8. Enablement Fund

Falkirk Council will hand the building over wind and watertight and compliant. However, this is quite light-touch and would involve (for example) patching of a leaky roof. For more significant building works, groups can apply to the Enablement Fund, to pay for capital improvements such as energy efficiency improvements or larger capital renewals which support the viability of the project going forward. **Only capital items are eligible.** Running repairs are revenue costs and are not eligible. You are strongly advised to email [strategicpropertyreview@falkirk.gov.uk](mailto:strategicpropertyreview@falkirk.gov.uk) to confirm eligibility criteria before you submit this application.

Requests to the Fund must be supported by estimates / quotations from professionals which should be provided as supporting documents.

**Please provide details of your request to the Enablement Fund, if applicable.**

**This fund will close in March 2027.**

Enablement Fund request for larger capital renewals which support the viability of the CAT		
Item	Estimate Provided By	Amount not more than (including VAT)
Total including VAT		

## Checklist of accompanying documents

To check that nothing is missed, please tick which additional documents are accompanying this form.

- ☒ Section 1 – You must attach your organisation's constitution, articles of association or registered rules
- ☒ Section 2 – Any maps, drawings or description of the land requested
- ☒ Section 3 – Note of any terms and conditions that are to apply to the request
- ☒ Section 4 – Any additional evidence regarding 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
- ☒ Section 6 – Financial – Copies of accounts, forecasts, etc
- ☒ Section 7 – Funding – Copy of Business Case etc
- ☒ Section 8 – Enablement Fund – copies of estimates

## Declaration

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 [REDACTED]

Address [REDACTED]

Date 7<sup>th</sup> May 2025

Position Treasurer

Signature [REDACTED]

Name [REDACTED]

Address [REDACTED]

Date 7<sup>th</sup> May 2025

Position Secretary

Signature [REDACTED]

# COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

## FALKIRK COUNCIL ASSET TRANSFER REQUEST FORM

### **IMPORTANT NOTES:**

**This is an application form which can be used to make an Asset Transfer request to Falkirk Council.**

**Any Community Body interested in making an Asset Transfer Request is advised to contact the Asset Team on [strategicpropertyreview@falkirk.gov.uk](mailto:strategicpropertyreview@falkirk.gov.uk) before making the request so that we can discuss your proposal.**

**Please complete the asset transfer request form if the property/land is owned/leased/managed by Falkirk Council.**

**It is essential that you read the [Asset Transfer guidance](#) provided by the Scottish Government before making a request.**

**When completed, this form should be emailed to [strategicpropertyreview@falkirk.gov.uk](mailto:strategicpropertyreview@falkirk.gov.uk) or sent to**

**The Asset Team**

**Falkirk Council**

**4 Stadium Way**

**Falkirk**

**FK2 9EE**



## Section 1: Information about the Community Transfer Body (CTB) making the request

1.1 Name of the CTB making the asset transfer request

Dunipace Football Club

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

Postal address: Dunipace FC, Westfield Park, Townhouse Street, Denny

Postcode: FK4 1FB

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: [REDACTED]

Postal address: [REDACTED]

Postcode: [REDACTED]

Email: [REDACTED]

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 Falkirk Council 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
	Community Benefit Society (BenCom) and its registered number is .....	
x	Unincorporated organisation (no number)	

**Please attach a copy of the CTB’s constitution, articles of association or registered rules.**

Please note that under The Community Empowerment (Scotland) Act 2015, where a CTB is seeking ownership rather than a lease, the organisation must have at least 20 members. See the Scottish Government’s [Guidance for Community Transfer Bodies](#).

- 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?

SCIO (Awaiting Confirmation)
------------------------------

## Section 2. Information about the land and rights requested

2.1 Please identify the property/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 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.*

Details of Property: Bottom Castle Park Pavilion

Address: Stirling Street, Dunipace

Postcode: FK6 6HN

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

UPRN: 136078941

### 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

Please attach a note setting out any other terms and conditions you wish to apply to the request.

Falkirk Council to provide details of any other teams / community groups taking a pitch let on either Top or Bottom Gala Park pitches in Dunipace.

#### 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?

Dunipace Football Club would also like to request additional access rights around the Bottom Castle Park Pavilion to allow access to the doors at the rear of the pavilion and also like to request an additional area at the northern side of the pavilion to install a storage container for additional equipment required for training and matches held at the Gala Parks. Shown in Blue on the drawing above.
---

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 set 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.

### 4.1.1 Objectives of Project

Dunipace Football Club provides playing & training facilities that enable the local community to enjoy and participate in football. These facilities include changing rooms, football pitches and equipment that the local community have access to. This is to enable Dunipace Football Club the provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for people in Denny & Dunipace and the surrounding areas.

The Bottom Castle Park Pavilion will also be provided to the Denny & Dunipace Gala group to provide storage for any equipment or food /refreshments during local community events.

### 4.1.2 Why there is a need for your Project?

The Top & Bottom Castle Parks and Bottom Castle Park pavilion allow Dunipace Football Club to provide playing and training facilities and host competitive matches as part of the Scottish Football Association player pathway scheme.

We currently use the Bottom Castle Park pavilion for the local community to use the toilets during training and matches, and for home and away teams to get changed pre and post games. Without the pavilion, we would lose two boys and two girls teams from the football club and the current group of 80+ participants will be without a team to play for since the SYFA & SWF does not permit matches to take place where there are no changing / toilet facilities.

Further to that, we would not want our children or indeed adult coaches / spectators in a situation where they couldn't use a toilet if required.

### 4.1.3 Will any Development/changes/modifications to the asset be required?

N/a

### 4.1.4 What activities will take place?

Recreational facilities and organisation of recreational activities, with the object of improving the conditions of life for people in Denny & Dunipace and the surrounding areas; including football teams for people to train and compete in the

<p>Scottish Football Association (SFA) competitions; the operation of training grounds and pitches.</p> <p>Bottom Castle Park pavilion will offer the following range of services for the organisation, local groups and members of the community.</p> <ul style="list-style-type: none"> <li>• Changing facilities.</li> <li>• Showers and toilets.</li> <li>• Storage facilities.</li> </ul>
<p>4.1.5. If the asset is to be used by the public, please provide details of lettings policy and opening times.</p> <p>Dunipace Football Club wish to offer the use of Bottom Castle Park pavilion to the local community. Examples are a local hub building for other sporting groups and Denny &amp; Dunipace Gala.</p> <p>Dunipace Football Club will have volunteers that will open and close the facilities for the local community.</p>
<p>4.1.6 What provision will be provided for people with disabilities?</p> <p>The Bottom Castle Park Pavilion was installed by Falkirk Council in 2024, so Dunipace FC are assuming that this build meets all current building regulations with regards to disability access. Therefore, Dunipace FC we are planning to maintain disability access the existing building.</p>
<p>4.1.7 Any other relevant information?</p>

## Benefits of the proposal

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

Local Authorities are permitted to dispose of property at less than market value where there are wider public benefits to be gained. This is set out in the Disposal of Land by Local Authorities (Scotland) Regulations 2010. These public benefits are listed below.

In this section, please explain how the project will benefit your community, and others. Please refer to the Scottish Government [guidance](#) on how the Council will consider the benefits of a request.

Please explain how the project will benefit your community by detailing how your project will promote or improve:-

#### 4.2.1. Economic development/income generation

The Community asset transfer of Bottom Castle Park pavilion will allow Dunipace Football Club to continue our main objectives of providing football teams for people to train and compete in the Scottish Football Association (SFA) competitions, and the operation of training grounds and pitches.

Our football and sports club provides essential services that might otherwise be inaccessible due to the financial constraints of our local community. We are a volunteer run club and the opportunities we provide to volunteers will help residents develop new skills and gain valuable work experience. Volunteering can serve as a stepping stone to future employment, enhancing the employability of individuals and contributing to the overall skill level of the community. Offering educational and training programs can help bridge the gap for those who are not in full-time education or employment. Our football and sports club fosters social cohesion and well-being, which are essential for a thriving economy. It is envisaged we will require more volunteer coaches for our future vision of increasing the number of football teams associated with our organisation.

Dunipace Football Club presently work with schools in the local area to advertise and increase the number of youths who are participants of our club. This will generate extra income for our charitable organisation to fulfil and enhance our services for the local community.

Bottom Castle Park pavilion is planned to offer the following range of services for the organisation, local groups and members of the community.

- Changing facilities.
- Showers and toilets.
- Storage facilities.

#### 4.2.2. Regeneration

i.e. Please include details of whether your organisation will contribute to the **physical regeneration** of the area, and how your proposal will impact the regeneration of the area, in terms of volunteering or employment, giving examples.

Dunipace Football Club want to take ownership and maintain the Bottom Castle Park pavilion to ensure this will remain available for use for any football teams within the Denny & Dunipace areas.

The club will actively seek external funding when required to help maintain the building and stop it being an eye sore on the local area. We would like the building to be used during local community events such as the yearly Denny & Dunipace Gala Day celebration.

#### 4.2.3. Public Health

Taking ownership of Bottom Castle Park pavilion will allow Dunipace Football Club to continue to promote and encourage the advancement of public participation in sport for the local community, especially of football according to the laws approved by the Scottish Football Association (SFA). This will increase the physical and mental wellbeing of members of the local community.



By improving the overall health of the community, our group aims to help ease the pressure on public and social services, and on other facilities. By engaging in regular social activities, our community can reduce stress, improve mood, and gain a sense of purpose. Physical activities we provide for children of different age groups help maintain physical health and mobility for all those who attend them. Together, these benefits contribute to a healthier, happier, and more connected community. When individuals have access to programmes that support their social, mental, and physical health, they are less likely to require intervention from public services. This proactive approach to community health not only benefits individuals, but also reduces the burden on public resources, allowing them to be allocated more effectively, to areas where they are needed the most. Regular social activities can reduce stress, improve mood, and provide a sense of purpose, which can decrease the reliance on health services. Offering educational programs on nutrition, mental health, and preventative care can empower residents to take control of their health. The community centre can collaborate with local health services to provide accessible health screenings, vaccinations, and other essential services. This can be particularly beneficial in ensuring that vulnerable populations receive the care they need.

#### 4.2.4. Social Wellbeing

The continued use of Bottom Castle Park pavilion as changing facilities / toilets / storage for the local community will enhance the social and mental wellbeing of the local community by providing facilities to allow boys and girls to continue to play football within Denny & Dunipace.

The activities and social interactions facilitated by the club, will contribute significantly to both the mental and social wellbeing of our community. We provide a safe space for the local community to meet and engage with each other through our training, matches, activities and events. Offering volunteer opportunities within the football club can enhance social cohesion and provide residents with a sense of purpose. Volunteering can help individuals develop new skills, gain confidence, and feel more connected to their community. By facilitating intergenerational activities, the centre can bridge the gap between different age groups. Intergenerational activities can foster mutual understanding and respect and provide opportunities for learning and mentorship.

#### 4.2.5. Environmental Wellbeing / Environmental Benefits

Falkirk Council have recently modernised the Bottom Castle Park pavilion to reduce negative environmental impact of the building. The pavilion now meets all the latest Building Standards.

We plan to continue to work in an environmentally conscious way to reduce our carbon footprint on the environment and local community. We will look to implement energy-efficient technologies and sustainable practices so the pavilion can reduce its environmental impact. We can engage the community in environmental initiatives, such as clean-up drives, tree planting events, and recycling programs. These activities can foster a sense of community pride and responsibility, encouraging residents to take an active role in protecting their local environment.

#### 4.2.6. Does your project contribute to the reduction of inequalities?

Dunipace Football Club promote and encourage the playing and participation in football by providing inclusive opportunities for all. With no discrimination on age, gender, religion, race, sexuality or football ability.

Families with multiple siblings in Dunipace Football Club are provided concessionary rates, and a limit for monthly subs.

Families that cannot pay the monthly subscription are not discriminated against. The organisation will endeavour to reach an agreement where such persons can participate in Dunipace Football Club.

#### 4.2.7 Will local people be engaged in the use and management of the Asset?

Dunipace Football Club has over 80 volunteers that coach and help run our organisation. These volunteers presently manage the pavilion and football pitch at Bottom Castle Park and will continue after ownership of the building has been transferred to our organisation.

#### 4.2.8 How will you monitor whether the Asset Transfer is benefiting the community?

We will measure the impact of taking ownership of the building by increased participation from the local community through more participants and new teams being part of the club. We currently have four teams (approx. 64 players) playing at the Gala Park pitches, we will look to increase this to six teams (approx. 96 players) over the next few seasons as the club continues to grow. All teams using the Gala Park pitches would range from u12s to u18s depending on pitch allocation from Falkirk Council.

Another measurable impact will be increased engagement and collaboration with other groups within the local community.

#### 4.2.9 Any other relevant information?

### 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.

n/a

### Negative consequences

- 4.4 Are there any negative consequences that will affect *other groups or individuals* if your request is agreed to? How you propose to minimise / reduce these?

For example, increased traffic etc. Please consider any potential negative consequences for the local economy, environment, or any group of people, and explain how you could reduce these.

No negative consequences, current numbers of teams and users to remain unchanged following transfer of ownership.

## 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.

4.5.1 Has your organisation or any of its members managed projects or owned / leased property/land prior to this?

Yes ☒

No ☐

Please provide details of:

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Dunipace Football Club have the skills and experience to operate and maintain the building in Bottom Castle Park. Present members have been responsible for maintaining the building in our present long term lease arrangement with Falkirk Council.

We have members with varied professional backgrounds including financial services and the wider business sphere. As well as all trades and business owners well versed in business operations and financial management.

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5.1.1. What community engagement has taken place to help develop your business plan? Please provide evidence, for example any completed surveys, questionnaires, letters of support, minutes of public meetings etc.

Dunipace Football Club were provided a letter of support from local Councillor Fiona Collie and local primary and secondary schools within Denny & Dunipace. We have also been provided a letter of support from Balon d'Or & Denny Skillz, which are both successful football coaching organisations in the local area we currently have partnerships with to provide football sessions to the local community. And we also received a letter of support from the Denny & Dunipace Gala Committee, who use the Gala Park and Bottom Castle Park pavilion for the annual Gala Day. Copy of these letters are detailed in Appendix B.

Dunipace Football Club also conducted a survey of the local community to determine the impact the organisation and the level of support to regenerate the building. The Google Forms was sent out via Email / Whatsapp to all users of Westfield Park, this includes members of the Dunipace FC, other local football teams, community groups and local schools. We received over 200 responses to this survey from members of the local community. Results from the survey are detailed in Appendix C.

5.1.2 Have you consulted with other local stakeholder groups or agencies? Please provide evidence.

Dunipace Football Club have worked with CVS to develop the business plan and CAT application. We also have close links with the local schools to help increase the number of youths participating in football training, games and organised events.

5.1.4 Have you been in contact with any other communities or community groups that may be affected? Please give details.

There are currently no other football teams or community groups using the Gala Park Pavilion on a regular basis. Dunipace FC have contacted the Denny & Dunipace Gala Committee as Falkirk Council provide them with access to the pavilion on the weekend of the Denny & Dunipace Gala and confirmed that this arrangement will continue if Dunipace FC are successful with the CAT process.

5.1.5 Please provide any other information you think may be relevant.



## Section 6. Financial Viability of Project

Your Business Plan should contain full information about the financial viability of the project, evidencing that the organisation will be able to sustain the project in the long term.

Please submit

- at least 1 year's audited accounts to evidence your organisations financial stability (if available)
- where audited accounts are not available (for instance for new groups) please provide a bank statement.
- a projected 5 year income and expenditure account
- a cash flow forecast for the proposed asset transfer.

6.1 Please outline the Policies and Procedures your organisation has in place to govern the group's finances

We recognise our organisation's requirements as a registered SCIO. We will continue to submit audited accounts yearly to OSCR. Our finances are presented and scrutinised at every board meeting. We will follow OSCR's [Guidance and Good Practice for Charity Trustees \(oscr.org.uk\)](https://oscr.org.uk/guidance-and-good-practice-for-charity-trustees) to ensure we manage our finances correctly.

We have set rates for our subscriptions and will review these yearly at our AGM.



## Section 7. Funding

7.1 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.

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.

7.1.1 Please show your calculations of the costs associated with the transfer of the land or buildings 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.

We recognise we will require a solicitor to review and negotiate the terms of our transfer of ownership of the building.

Please see our Cash Flow for all our planned start up, ongoing, maintenance and planned redevelopment costs. Our Cash Flow also shows all proposed income and investment.

Volunteering Hours	Rate	Hours	Year 1 Benefit	Year 2-3 Benefit	Year 4-5 Benefit
Board of Trustees	£40	1,300	£52,000	Yr 2 – £52,000 Yr 3 - £52,000	Yr 4 – £52,000 Yr 5 - £52,000
Volunteers	£12	9,600	£115,200	Yr 2 - £115,200 Yr 3 - £115,200	Yr 4 - £115,200 Yr 5 - £115,200
<b>Total</b>		10,900	£167,200	£344,400	£344,400

7.1.2 Please supply details of what funding you have received so far, and of any conditions attached to it.

n/a

7.1.3 Please supply details of any funding you have applied for but have not yet received a response or decision. Please include timescales if known.

n/a

7.1.4 Details of any other funding you will have access to? i.e. voluntary contributions, borrowing etc.

Dunipace Football Club is supported by local businesses that sponsor the different teams within our organisation. Funding has been provided to display their business on football strips worn by our teams. This funding has been used to purchase football kit and training equipment to provide our product and services to the local community.

Dunipace Football Club organises their own fundraising events to generate further revenue streams for the club. These events have been a great success and have been well supported by the local community.

7.1.5 Please outline your funding strategy if you have one, as well as any other relevant information.

Dunipace Football Club are currently waiting on confirmation to become a SCIO. Our funding strategy is to work with CVS to identify potential funders that we fit the criteria to be successful applicants. This funding will primarily be used to enable us to regenerate Bottom Castle Park pavilion when required in the future. We have also started applying for smaller funding grants to assist us with the initial costs of taking ownership of Bottom Castle Park and enhance our organisation whilst we are still a single tire constituted group.

However the revenue stream from our membership allows us to be self sufficient and take ownership of the building at Bottom Castle Park.

## Section 8. Enablement Fund

Falkirk Council will hand the building over wind and watertight and compliant. However, this is quite light-touch and would involve (for example) patching of a leaky roof. For more significant building works, groups can apply to the Enablement Fund, to pay for capital improvements such as energy efficiency improvements or larger capital renewals which support the viability of the project going forward. **Only capital items are eligible.** Running repairs are revenue costs and are not eligible. You are strongly advised to email [strategicpropertyreview@falkirk.gov.uk](mailto:strategicpropertyreview@falkirk.gov.uk) to confirm eligibility criteria before you submit this application.

Requests to the Fund must be supported by estimates / quotations from professionals which should be provided as supporting documents.

**Please provide details of your request to the Enablement Fund, if applicable.**

**This fund will close in March 2027.**

Enablement Fund request for larger capital renewals which support the viability of the CAT		
Item	Estimate Provided By	Amount not more than (including VAT)
Total including VAT		

## Checklist of accompanying documents

To check that nothing is missed, please tick which additional documents are accompanying this form.

- ☒ Section 1 – You must attach your organisation's constitution, articles of association or registered rules
- ☒ Section 2 – Any maps, drawings or description of the land requested
- ☒ Section 3 – Note of any terms and conditions that are to apply to the request
- ☒ Section 4 – Any additional evidence regarding 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
- ☒ Section 6 – Financial – Copies of accounts, forecasts, etc
- ☒ Section 7 – Funding – Copy of Business Case etc
- ☒ Section 8 – Enablement Fund – copies of estimates

## Declaration

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 [REDACTED]

Address [REDACTED]

Date 7<sup>th</sup> May 2025

Position Treasurer

Signature [REDACTED]

Name [REDACTED]

Address [REDACTED]

Date 7<sup>th</sup> May 2025

Position Secretary

Signature [REDACTED]

# Dunipace FC - CAT Gala Park Pavilion

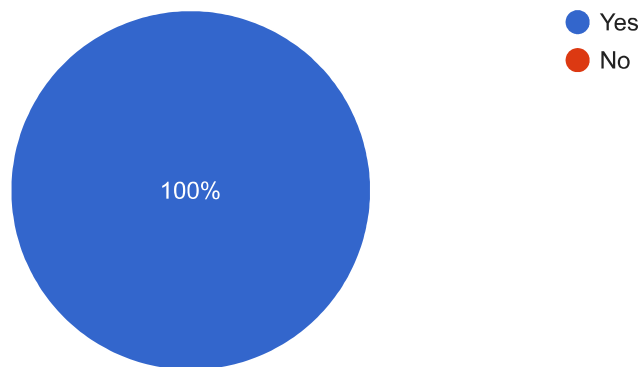
215 responses

[Publish analytics](#)

 [Copy](#)

Do you support Dunipace FC proposal to take on the Bottom Gala Park Pavilion through Falkirk Council Community Asset Transfer

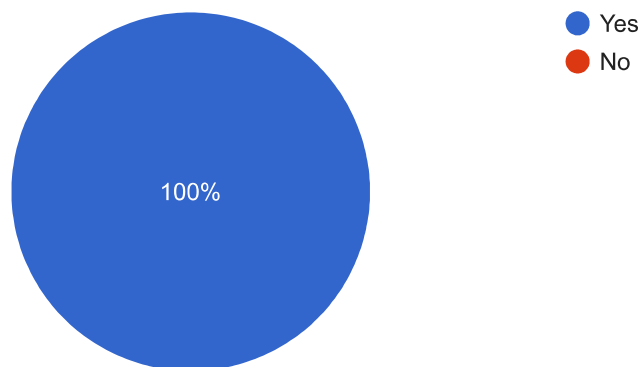
215 responses



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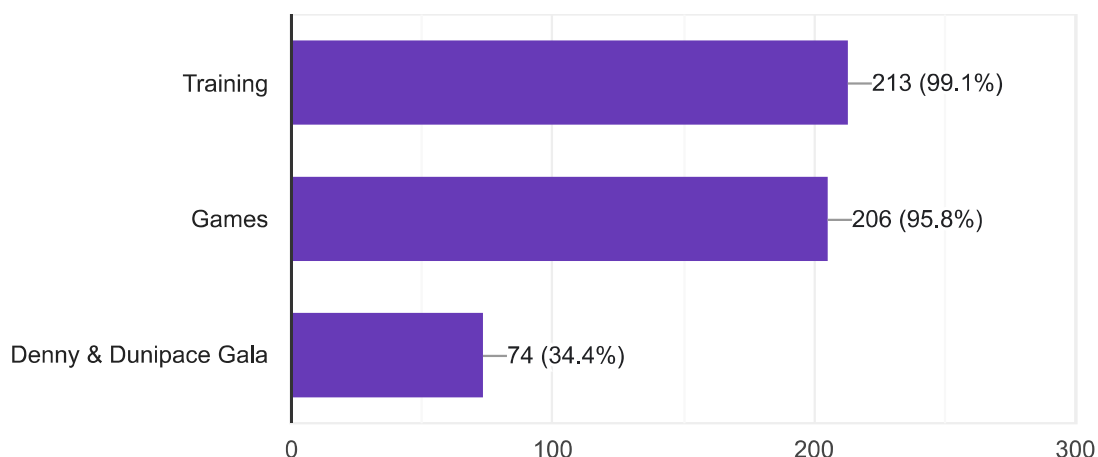
Do you believe Dunipace FC provide a positive impact to your family and the local community:

215 responses



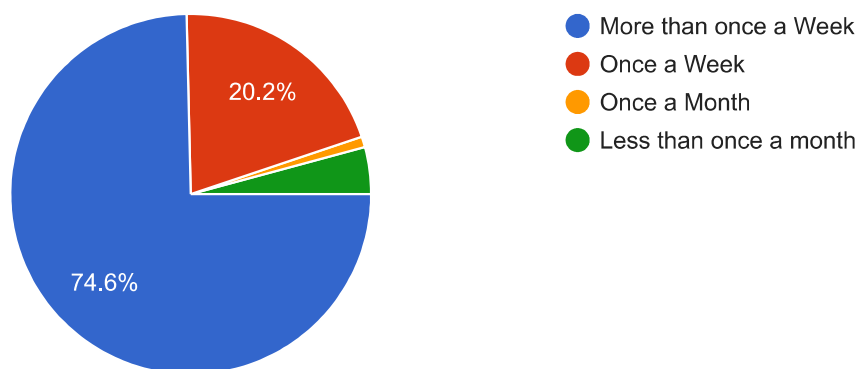
## What have you previously used the Bottom Gala Park Pavilion facility for?

215 responses



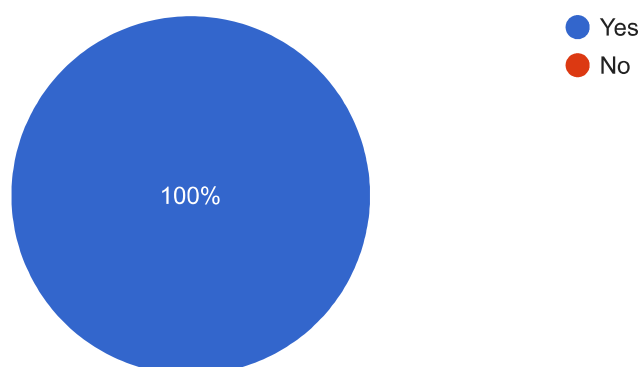
## How often do you currently use the facility for games / training at Top & Bottom Gala Park?

213 responses



## Do you live within the Falkirk Council area within 10 miles of Denny & Dunipace?

212 responses





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# Google Forms







7<sup>th</sup> May 2025

# DUNIPACE FOOTBALL CLUB

Business Plan for Community Asset Transfer

Version 1

Date

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**5-Year Cashflow Forecast**

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**Constitution**

**Conditional Survey – Awaiting Falkirk Council Assessment**

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**Fire Audit – Not Provided by Falkirk Council**

**Floor Plan – Not Provided by Falkirk Council**

# Dunipace Football Club

## Business Plan

### 1. Introduction

---

#### 1.1. History of the Building/Area

Dunipace Football Club are located at Westfield Park, Townhouse Street, Denny, FK6 5DX. The club was formed in 1888 and is currently the largest membership club in the community, we have almost 300 players and over 80 volunteers who use our facility seven days a week. We currently use Bottom Castle Park Pavilion for children to use the toilets during training and matches, and for home and away teams to get changed pre and post games.

In April 2025 we applied to become a Scottish Charitable Incorporated Organisation (SCIO) and are currently awaiting a response to this application.

The group have been working together to form a plan of action, which has covered a variety of improvements to support the community:

- The community asset transfer to take ownership of Bottom Castle Park pavilion.
- The replacement of the existing pavilion & changing rooms at Westfield Park, to provide new facilities for all players within the club, and children within the Denny & Dunipace community.
- Support the growth of our organisation to provide opportunities for the members of the local community to participate in sport to enhance their physical and mental wellbeing.

#### 1.2 Aims

The one of the main commitments of Dunipace Football Club is to benefit the community of Denny & Dunipace and the surrounding areas with the following current and future aims:

The advancement of public participation in sport, especially of football according to the laws approved by the Scottish Football Association (SFA). In furtherance of this aim, the organisation will exist:

- To promote and encourage the playing and participation in football by providing inclusive opportunities for all. With no discrimination on age, gender, religion, race, sexuality or football ability.
- To develop coaching skills by attendance at appropriate and recognised training courses.
- To develop and improve skills by providing coaching and training for all members.
- To promote sportsmanship, respect, physical and mental wellbeing among all members.

The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for people in Denny & Dunipace and the surrounding areas; including football teams for people to train and compete in the Scottish Football Association (SFA) competitions; the operation of training grounds and pitches.

Dunipace Football Club would like to take ownership of the Bottom Castle Park Pavilion to ensure that this remains open and our football teams can continue to train and play matches at the Top & Bottom Castle Parks in the future.

### 1.3 Objectives

Our key objectives are to offer the people of Denny & Dunipace and the surrounding areas a quality service and to build a successful community hub giving it a financially security future.

The Group will carry out all its activities with the Falkirk Plan 2021 – 2030, at the forefront of our minds when our strategic priorities are agreed upon, wherever practicable, with reference to page 21, ‘outcome 12: fewer people struggle with feeling socially isolated or lonely.’

Policy/Plan:	Priorities:	Actions:	Outcome/Indicator:	Our Contribution:
The (Falkirk) Council Plan 2022-2027	Supporting stronger and healthier communities:  Local communities will build on their energy, knowledge and expertise to shape and create neighbourhoods to be proud of and services that meet their needs.	Falkirk Council will Encourage and support local third sector organisations to increase and develop community owned assets through the management and operation of community halls, centres and other public assets available for community transfer;  Provide support to community projects and partner agencies to help with transforming/improving local areas and amenities for the benefit of local communities.	More communities taking control over the places they meet in (asset transfers);  More anchor organisations established in communities.	Engaging with relevant organisations – Falkirk Council, CVS Falkirk, COSS etc – to take advantage of the support offered during this process and to ensure our planning for CAT is as robust and sustainable as possible and to build the capacity of our group for what the future holds;  Through community ownership we are working towards becoming a local anchor organisation, rooted in serving the local community. We aim to ensure the services and activities that take place are available for our community for many years to come. We are building our knowledge and skills in finding and securing funding that can be brought to our community, for their benefit, through our organisation.
Falkirk Health and Social Care Partnership Strategic Plan 2023-2026	Community-based services;  Early intervention and prevention.	Enhance services to improve the ‘flow’ through hospital settings, prevent admission, and promote independent living;  Minimise the harm of long-term health conditions, ill mental health, substance use or neglect through early action.	People have the opportunity and choice to access local services and supports, which will enable them to live well in the community. This will include a range of options, from informal community supports through to statutory services, designed and delivered	Early intervention and prevention will support many activities: including physical activity classes such as football training and competitive matches, other organisations who use the Centre as a base to assist with the organisation of local events.  Dunipace Football Club will be a central hub for information for people in the community through easily

			through collaboration between health and social care professionals, third sector partners and communities. These services and supports will be person-centred, helping people to improve and maintain their health, wellbeing and quality of life.	accessible signposting information, leaflets, working with partners to bring information to people in the community space they frequent.
The Falkirk Plan 2021-2030	<p>Community-led organisations are stronger and more independent (T1/O2);</p> <p>More decisions are made together at local level (T1/O3);</p> <p>Social, community and economic planning focusses on place, and reflects the needs and aspirations of the people that live there (T1/O4);</p> <p>People of all ages have equal opportunity to access digital services and have the skills and confidence to safely participate online (T2/O5)</p> <p>Individuals and families affected by poverty have access to joined-up, multi agency support services, and know how and</p>	<p>Work with local community bodies to widen opportunities to access funding, and help them apply for funding;</p> <p>Improve pathways for communities to access Community Asset Transfer and Participation Requests and promote these tools to community bodies;</p> <p>Support Anchor /Hubs/ community organisations to establish and /or develop across Falkirk;</p> <p>Improve digital inclusion amongst young people and families in the most deprived areas, and within priority groups;</p> <p>Work with the third sector to create mechanisms to identify people that may be experiencing poverty but aren't known to the system;</p> <p>Ensure people have access to affordable food, including emergency food provision;</p> <p>Improve support and activities targeted at groups at higher risk of feeling isolated or lonely, and increased awareness of support</p>	<p>Funds invested in communities by partners;</p> <p>There will be successful completed Community Asset Transfers/Number of Asset Transfers across Partners;</p> <p>Number of activities targeted at vulnerable groups.</p>	<p>We have strengthened our organisation by becoming a SCIO, engaging with support offered, getting the backing of our community through engagement and collaboration. The board plan to undertake training such as digital training with external training providers such as Business Gateway. This will strengthen our Board and make it more reflective of the community we live in through open recruitment/engagement events.</p> <p>By taking ownership of our community asset, this will strengthen the ability to meet the needs of the people that live in the local area, increased opportunities for local volunteering, participation and support.</p> <p>By providing a local facility, the people in the area will benefit from services they would otherwise have to travel to. This will make it far more accessible to the local community.</p>



	<p>where to access them (T2/O7);</p> <p>Fewer people struggle with the costs of food, fuel and transport (T2/O8);</p> <p>Fewer people struggle with feeling socially isolated or lonely (T3/O12).</p>	and opportunities available.		
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## 1.4 Proposal for Community Ownership

We believe that we have the necessary skills to manage the Bottom Castle Park Pavilion and get the best for our community.

Dunipace Football Club plans the advancement of public participation in sport by providing opportunities for the local community to train and play football matches as part of the Scottish Football Association player pathway scheme. Dunipace Football Club also increases public participation in sport by working with schools and local organisations to promote the services provided by the club.

Dunipace Football Club also provides SFA trained coaches to organise and run training sessions for the local community. These training sessions are provided to different age demographics of the local community to increase public participation in sport.

Dunipace Football Club provides training facilities that enable the local community to enjoy and participate in football. These facilities include changing rooms, football pitches and equipment that the local community have access to. This is to enable Dunipace Football Club the provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for people in Denny & Dunipace and the surrounding areas.

We want to Community Asset Transfer the following Falkirk Council Property:

Bottom Castle Park Pavilion

Stirling Street

Dunipace

FK6 6HN

UPRN (Unique Property Reference Number): 136078941 (can be found at [Search - FindMyAddress](#))

We are unaware of any other interested parties in a community asset transfer of the above property.

We are unaware of any restriction on the use of the asset, designation, or listing, that would prohibit Falkirk Council from disposing of the asset

The proposed plan will keep the proposed asset in community usage, and we will strive to make it an ongoing success.

The current valuation of the building is £TBC; the current rental value of the building is £TBC. This information has been requested, however these valuations have yet to be completed by Falkirk Council. We propose to pay the purchase price of £1.

## 2. The Group status

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The charity is called Dunipace Football Club - Youth & Community is awaiting confirmation of its application to become a SCIO. The organisation will be a 2 tier SCIO consisting of a board of charitable trustees and 20 members from the local community. SCIO number [ TBC ]

The proposal is to regenerate Bottom Castle Park pavilion to offer a full range of services required to allow the pavilion to host training and games including changing facilities, showering facilities, toilets, and storage

Initially it will be managed by volunteers from our membership group, however, we may in the future look at employing an individual to manage the facilities.

We have Public Liability insurance for £1,000,000

We will get buildings insurance once ownership has been transferred

We seek full ownership of Bottom Castle Park pavilion from Falkirk Council via a Community Asset Transfer.

### 2.1. Exemptions

We will seek VAT exemption as a registered SCIO.

We will seek full rates relief.

We will seek exemption from water charges as a registered SCIO.

## 3. Community Engagement

---

### 3.1. Community Consultation

We currently provide our services to over 300 participants of the local community. We have engaged further with local schools and the community and have waiting lists to further increase our membership.

We currently use the Bottom Castle Park pavilion for children to use the toilets during training and matches, and for home and away teams to get changed pre and post games. Without the pavilion, our current 11 a side teams would be unable to play or train at the Gala Park pitches because the SYFA does not permit matches to take place where there aren't changing / toilet facilities. Further to that, we don't want our children or indeed adult coaches / spectators in a situation where they couldn't use a toilet if required. Taking ownership of the pavilion will not only allow us to continue to operate as we do currently, but also allow us to expand our reach and offer more members of the local community the opportunity to play football and join a team.

Dunipace Football Club has engaged with the local community through social media posts and will hold meetings throughout the CAT process. The objective is to increase the awareness and involvement of the community as we progress through the asset transfer of Bottom Castle Park pavilion.

Dunipace Football Club will continue to facilitate open community meetings to enhance our organisation of trustees and external members, with the objective of allowing the Bottom Castle Park and its facilities to be used by multiple groups and sports clubs in the local community. We plan to develop an overall community engagement strategy that includes regular surveys, focus groups, and feedback sessions to assess and respond to our local community needs. Dunipace Football Club already has our own website, and social media accounts with over 5,500 Facebook followers to engage with our wider community and advertise our services in several different ways. We will continue to use these platforms to promote our services and direct traffic towards us. We will also update our website upon becoming a Scottish Charitable Incorporated Organisation (SCIO) and feel this will assist us when applying for future funding to expand the club's services to the community further.

There is quite simply huge demand for our football club alone and we cannot allow the pavilion to close – we have many highly dedicated individuals who are all personally and emotionally invested to ensure the success of our plan.

There is a need, genuine desire, and support, for the community asset transfer.

### 3.2. Community Support

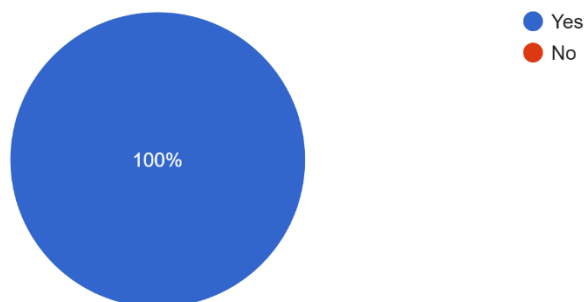
#### **Quantitative Feedback**

Dunipace Football Club has engaged closely with the local community, local schools and Denny & Dunipace Gala Group. This was to identify the need for both our club to continue and expand; and the proposed CAT of the Bottom Castle Park Pavilion to allow football teams and wider community groups to continue to use this facility.

A summary of the results from a survey ([Dunipace FC - CAT Gala Park Pavilion - Google Forms](#)) supporting Dunipace Football Club taking community ownership of the Bottom Castle Park Pavilion is as follows:

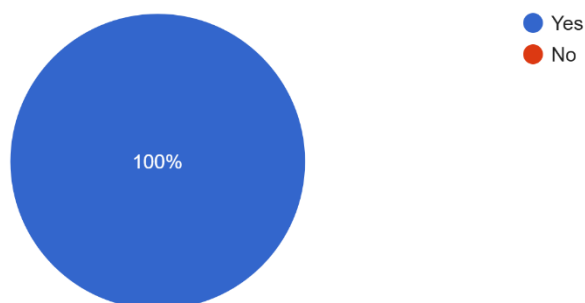
### Do you support Dunipace FC proposal to take on the Bottom Gala Park Pavilion through Falkirk Council Community Asset Transfer

211 responses



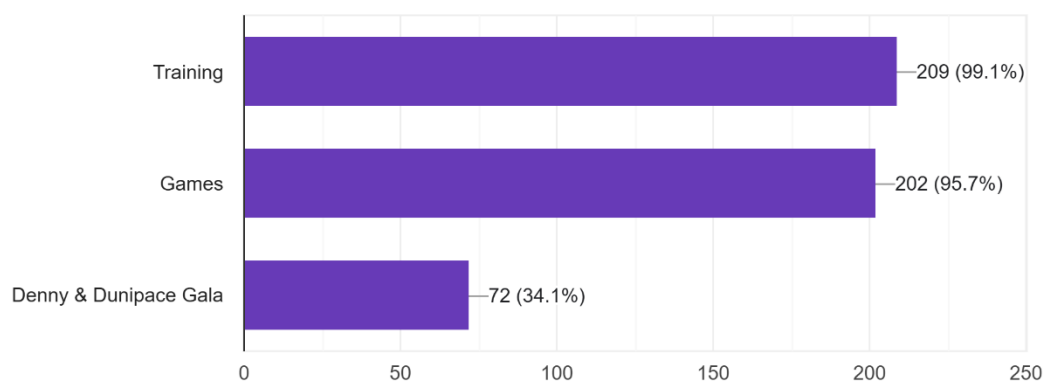
### Do you believe Dunipace FC provide a positive impact to your family and the local community:

211 responses



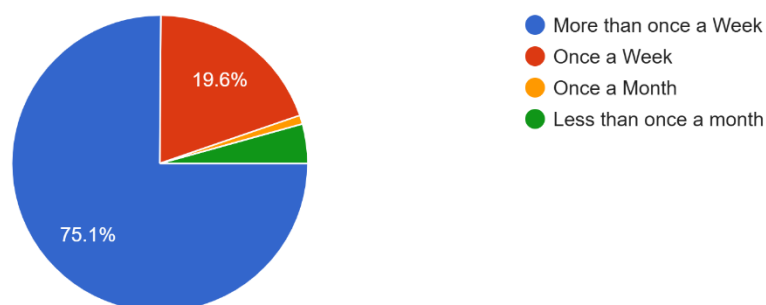
### What have you previously used the Bottom Gala Park Pavilion facility for?

211 responses



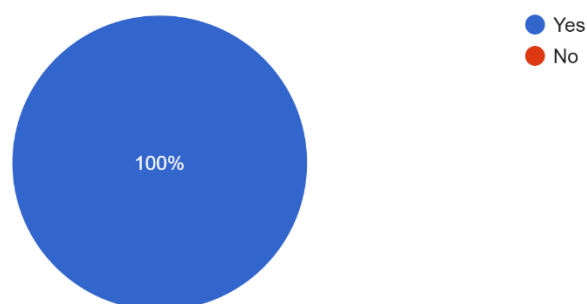
How often do you currently use the facility for games / training at Top & Bottom Gala Park?

209 responses



Do you live within the Falkirk Council area within 10 miles of Denny & Dunipace?

208 responses



**Figure 1: Results of Community Engagement survey using Google Forms completed by Dunipace Football Club in April 2025.**

### Qualitative Feedback

Dunipace Football Club have received the following letters of support from a local councillor, local primary and secondary schools in the Denny & Dunipace area, the Denny & Dunipace Gala Committee and also from two local football based businesses that we have partnerships with to provide football training facilities for local children.



Denny High School  
Herbertshire Park  
Denny  
FK6 6EE

22 April 2025

To Whom It May Concern:

**RE: Support for Local Initiative by proposed Dunipace FC:**

I write in support of the proposed takeover by Dunipace FC of two local facilities, the Denny Centre and the football pavilions at the Galapark in Dunipace. Both facilities would be of great benefit to the young people of these local communities and support our ongoing efforts to encourage more of our young people to participate in sporting activities.

The school has enjoyed excellent relationships with Dunipace FC over recent years and we would have great confidence in them managing both assets to the benefit of all in the local communities.

Yours faithfully,

Mr Paul Dunn  
Headteacher  
Denny High School



Children's Services | Falkirk Stadium, 4 Stadium Way, Falkirk FK2 9EE | Director of Education: Jon Reid



Enquiries to: Dunipace Primary School  
Email: [dunipaceprimaryschool@education.falkirk.sch.uk](mailto:dunipaceprimaryschool@education.falkirk.sch.uk)  
Date: 24.04.2025

**Children's Services**  
Dunipace Primary School  
Thistle Avenue  
Dunipace  
FK6 6LS  
Stacey Collier-West

To Whom It May Concern,

**RE: Support for Local Initiative by proposed Dunipace FC:**

I write in support of the proposed takeover by Dunipace FC of two local facilities, the Denny Centre and the football pavilions at the ~~Gallopark~~ ~~in Dunipace~~. Both facilities would be of great benefit to the young people of these local communities and support our ongoing efforts to encourage more of our young people to participate in sporting activities.

The school has enjoyed excellent relationships with Dunipace FC over recent years and we would have great confidence in them managing both assets to the benefit of all in the local communities.

Yours faithfully,

Stacey Collier-West

Headteacher  
Dunipace Primary School  
Thistle Avenue, Dunipace, FK6 6LS  
01324 508820







Enquiries to: Stacy Black, Acting Headteacher  
Email: [stpatrickprimaryschool@education.falkirk.sch.uk](mailto:stpatrickprimaryschool@education.falkirk.sch.uk)  
Date: 08/05/25

Children's Services  
St. Patrick's R.C Primary  
School  
Carronbank Crescent  
Denny  
FK6 6DW

To whom it may concern

St Patrick's RCPS has a long history of success with our football team due to our close links with the community. We believe football is for everyone and we have strived to create a club that is accessible for all. As a result, we have a large number of pupils in attendance on a weekly basis. Dunipace FC have recognised the importance of this and the benefits that grass roots football can offer. They also have a unique bond with the community and they have extended this to us. We are extremely grateful for their invaluable contribution. We are now able to offer our pupils the luxury of a fantastic facility. Our pupils are now able to train in all weathers, maximising opportunities to develop. Furthermore, Dunipace FC have provided a skills coach to help our pupils develop the technical, tactical, physical and psychological components of the game. They have also engaged with our wider community, providing their facilities to host a football festival and a Falkirk wide tournament in June 2025.

We as a school would be delighted to support Dunipace F.C in progressing with an additional two facilities in Denny/Dunipace as this would be a huge benefit to our community.

Yours faithfully

*Stacy Black*  
Acting Headteacher  
St Patrick's Primary School and ELC



28 April 2025

**To Whom It May Concern:**

As one of the local members in the Denny & Banknock Ward of Falkirk Council, I write in support of the proposed community takeover of the Denny Centre and the football pavilions at the Gala Park in Dunipace by Dunipace. These would both be of significant and enduring benefit to individuals of all ages in the community and support the work to encourage and support individuals to take part in sport and sporting activities, to improve both health and wellbeing.

I would have confidence in the skills and resources of Dunipace to both manage and enhance these assets and ensure their sustainability for the benefit of people in the area.

Yours faithfully

Fiona Collie

Councillor Fiona Collie  
Ward 3 – Denny and Banknock  
Portfolio holder for health and social care  
Chair Falkirk IJB

Tel: 01324 506096 Mobile: 07484 926996

**01/05/2025**

**Dunipace Football Club - CAT Support Letter**

Football is a great way of bringing people from local communities together. I see Dunipace FC as a leading organisation in giving young people opportunities within the sport that they love. The wellbeing and inclusion of young children is always at the forefront of the clubs thinking.

The club has continued to grow over the past number of years, so it would be fitting for this to continue in the future with the club having more facilities to cater for it's ever growing stature within the community. There are plenty of hard working members within the club who would ensure that these facilities would be well maintained and utilised to meet the requirements of local teams and local people.

Regards

*Paul Brady*

Paul Brady  
Ballon d'Or Coaching / Denny Skillz Training

## DENNY & DUNIPACE GALA COMMITTEE

6 May 2025

Dunipace Football Club  
Westfield Park  
Denny  
FK6 5DX

Dear Stuart

### Letter of Support for Community Transfer of Lower Gala Park Pavilion

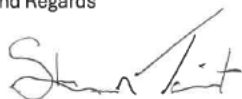
On behalf of the Denny & Dunipace Gala Day Committee, please find this letter of support for your proposal to take over the ownership of the Lower Gala Park Pavilion via a Community Asset Transfer.

Our relationship has always been strong, with the Football Club always supporting the Community Gala day by accommodating our site visits and of course rearranging matches to ensure the gala can take place on the arranged date this year.

From our discussion we are pleased to hear that this will continue if/when Dunipace Fc take over ownership of the pavilion and we are delighted to hear you will also allow us access to the pavilion on the weekend of the gala to use for essential storage.

We look forward to continuing to work with Dunipace FC and hope the Community Asset transfer is successful.

Kind Regards



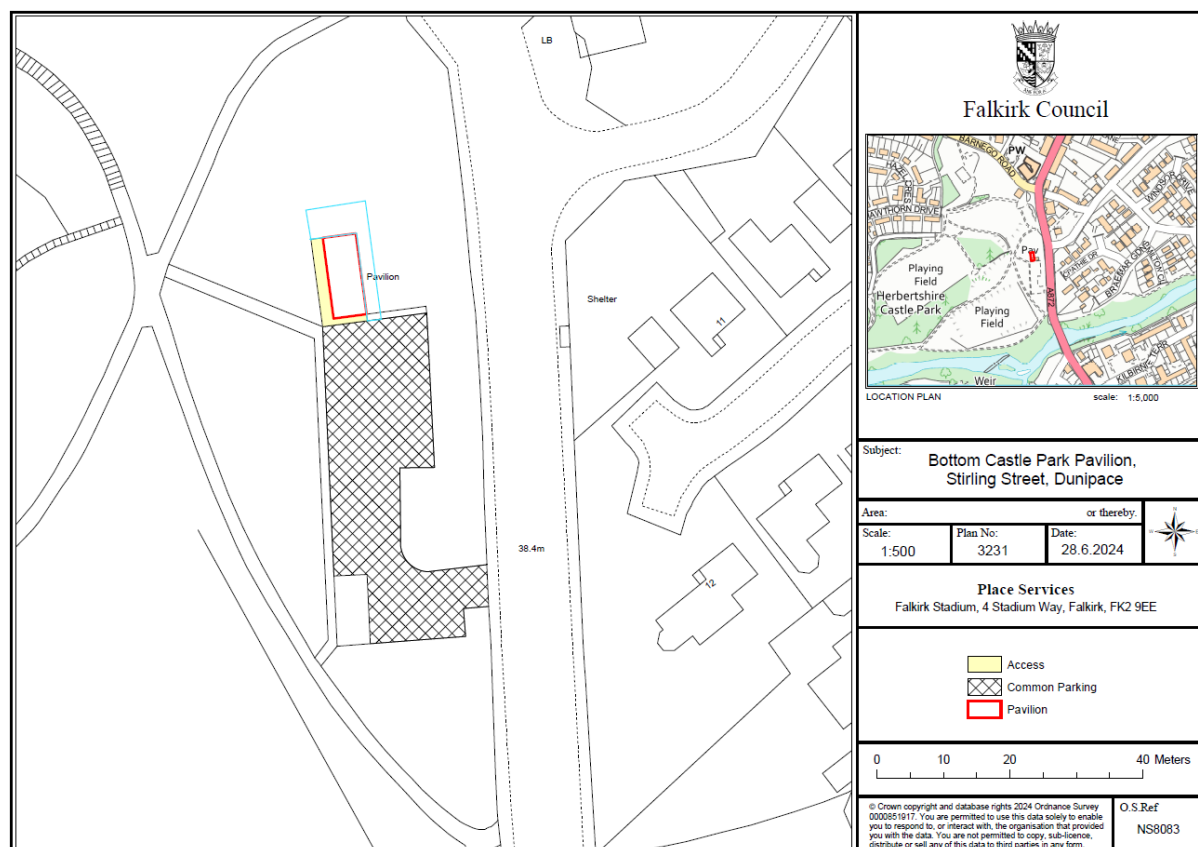
Sharon Tait  
Treasurer/Secretary  
Denny & Dunipace Gala Committee

## 4. Community Ownership Plan

### 4.1. About the Asset

The Bottom Castle Park Pavilion is located Stirling Street, Dunipace, FK6 6HN.

UPRN (Unique Property Reference Number): 136078941



Dunipace Football Club would also like to request additional access rights around the Bottom Castle Park Pavilion to allow access to the doors at the rear of the pavilion and also like to request an additional area at the northern side of the pavilion to install a storage container for additional equipment required for training and matches held at the Gala Parks. Shown in Blue on the drawing above.

### 4.2. Prices and Margins

We have carried out extensive checks on the prices being charged by my main competitors and have based our prices on being competitive with them. The attached Financial Appendices show that based on the number of teams currently hiring this facility and the competitive pricing structure will not allow us to make sufficient income to successfully run the building. Therefore, Dunipace Football Club would be looking to increase the number of teams using the facility and the Gala Park Pitches, to assist with the ongoing running and maintenance costs of this facility.

Our forecasts are based on the following sample prices and costs for the most popular products and services:

Product / Service /Let	Selling Price £
Pitch Let – Pavilion Use	£300 / Season
Other Community Group Hire	£150 / event

Our forecasts for 2025/2026 are based on the services that we provide, with a revised increase in the let price which will be agreed upon at our AGM.

#### 4.7. Potential Negative Consequences

We have considered potential negative consequences of the group taking over the building through Community Asset Transfer as:

- Costly repair work is required for the building we will need to fund
- Utility costs are high for the building, and we understand the risk of these increasing
- There is a risk of us not being able to attract enough business to ensure the pavilion is able to continue
- We understand there is a lot of volunteering work required for our proposal to work and are reliant on there being a continued involvement from the community to help with this

We foresee no external Negative Consequences for the wider community, as we do not intend to change the use of the building.

## 5. Community Benefit

The current valuation of the building is £TBC; the current rental value of the building is £TBC. This information has been requested, however these valuations have yet to be completed by Falkirk Council. Essential repairs (as demonstrated in the Conditional Survey Report – appendices) to the building are £0.00 which Falkirk Council will be required to undertake to ensure that the building is wind and watertight, and statutorily compliant. We propose that the community benefit that we can provide is £836,000 over the next 5 years. We propose to pay the value of £1.

**We will endeavour to put in place relevant permissions, funding, and partnerships during the asset transfer process.**

### 5.1. Volunteer Hours

Our proposal for Community Asset Transfer relies on the work and dedication of local volunteers. We have calculated the value our volunteers will bring to the first five years of the project. A rate of £40/hour has been set for board duties which include attending meetings, writing funding applications, working on the CAT process and business plan. The Real Living Wage of £12/hour has been set for other volunteering duties such as opening/closing the building, cleaning, administration tasks etc.

Volunteer Hours	Hours	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Board of Trustees (£40/Hr)	1,300	£52,000	£52,000	£52,000	£52,000	£52,000	£260k
Volunteers (£12/Hr)	9,600	£115,200	£115,200	£115,200	£115,200	£115,200	£576k
<b>Total</b>							<b>£836k</b>

### 5.2. Health and Social Benefits

Our plan for Community Asset Transfer will benefit the public health and social wellbeing in the area.

Community Benefit	Impact	Total
<b>Economic development /income generation</b>	<p>The Community asset transfer of Bottom Castle Park pavilion will allow Dunipace Football Club to continue our main objectives of providing football teams for people to train and compete in the Scottish Football Association (SFA) competitions, and the operation of training grounds and pitches.</p> <p>Our football and sports club provides essential services that might otherwise be inaccessible due to the financial constraints of our local community. We are a volunteer run club and the opportunities we</p>	<b>£14,693</b>

	<p>provide to volunteers will help residents develop new skills and gain valuable work experience. Volunteering can serve as a stepping stone to future employment, enhancing the employability of individuals and contributing to the overall skill level of the community. Offering educational and training programs can help bridge the gap for those who are not in full-time education or employment. Our football and sports club fosters social cohesion and well-being, which are essential for a thriving economy. It is envisaged we will require more volunteer coaches for our future vision of increasing the number of football teams associated with our organisation.</p> <p>Dunipace Football Club presently work with schools in the local area to advertise and increase the number of youths who are participants of our club. This will generate extra income for our charitable organisation to fulfil and enhance our services for the local community.</p> <p>Bottom Castle Park pavilion is planned to offer the following range of services for the organisation, local groups and members of the community.</p> <ul style="list-style-type: none"> <li>• Changing facilities.</li> <li>• Showers and toilets.</li> <li>• Storage facilities.</li> </ul>	
<b>Regeneration</b>	<p>Dunipace Football Club want to take ownership and maintain the Bottom Castle Park pavilion to ensure this will remain available for use for any football teams within the Denny &amp; Dunipace areas.</p> <p>The club will actively seek external funding when required to help maintain the building and stop it being an eye sore on the local area. We would like the building to be used during local community events such as the yearly Denny &amp; Dunipace Gala Day celebration.</p>	<b>£9,284</b>
<b>Public Health</b>	<p>Taking ownership of Bottom Castle Park pavilion will allow Dunipace Football Club to continue to promote and encourage the advancement of public participation in sport for the local community, especially of football according to the laws approved by the Scottish Football Association (SFA). This will increase the physical and mental wellbeing of members of the local community.</p> <p>By improving the overall health of the community, our group aims to help ease the pressure on public and social services, and on other facilities. By engaging in regular social activities, our community can reduce stress, improve mood, and gain a sense</p>	<b>£202,433</b>

	<p>of purpose. Physical activities we provide for children of different age groups help maintain physical health and mobility for all those who attend them. Together, these benefits contribute to a healthier, happier, and more connected community. When individuals have access to programmes that support their social, mental, and physical health, they are less likely to require intervention from public services. This proactive approach to community health not only benefits individuals, but also reduces the burden on public resources, allowing them to be allocated more effectively, to areas where they are needed the most. Regular social activities can reduce stress, improve mood, and provide a sense of purpose, which can decrease the reliance on health services. Offering educational programs on nutrition, mental health, and preventative care can empower residents to take control of their health. The community centre can collaborate with local health services to provide accessible health screenings, vaccinations, and other essential services. This can be particularly beneficial in ensuring that vulnerable populations receive the care they need.</p>	
<b>Social Wellbeing</b>	<p>The continued use of Bottom Castle Park pavilion as changing facilities / toilets / storage for the local community will enhance the social and mental wellbeing of the local community by providing facilities to allow boys and girls to continue to play football within Denny &amp; Dunipace.</p> <p>The activities and social interactions facilitated by the club, will contribute significantly to both the mental and social wellbeing of our community. We provide a safe space for the local community to meet and engage with each other through our training, matches, activities and events. Offering volunteer opportunities within the football club can enhance social cohesion and provide residents with a sense of purpose. Volunteering can help individuals develop new skills, gain confidence, and feel more connected to their community. By facilitating intergenerational activities, the centre can bridge the gap between different age groups. Intergenerational activities can foster mutual understanding and respect and provide opportunities for learning and mentorship.</p>	<b>£153,511</b>
<b>Environmental Wellbeing / Environmental Benefits</b>	<p>Falkirk Council have recently modernised the Bottom Castle Park pavilion to reduce negative environmental impact of the building. The pavilion now meets all the latest Building Standards.</p> <p>We plan to continue to work in an environmentally conscious way to reduce our carbon footprint on the</p>	<b>£28,957</b>



	environment and local community. We will look to implement energy-efficient technologies and sustainable practices so the pavilion can reduce its environmental impact. We can engage the community in environmental initiatives, such as clean-up drives, tree planting events, and recycling programs. These activities can foster a sense of community pride and responsibility, encouraging residents to take an active role in protecting their local environment.	
<b>Total</b>		<b>£410,979</b>

### 5.3. Direct Council Savings

The below table highlights how our plans for community asset transfer will ensure savings of Falkirk Council. (Calculation for Years 2-5 are using an inflationary increase of 3.5% per annum).

<b>Direct Savings</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Total</b>
<b>Utilities</b>	£2,000	£2,100	£2,200	£2,300	£2,400	<b>£11,000</b>
<b>Insurance</b>	£100	£110	£120	£130	£140	<b>£600</b>
<b>Maintenance Costs</b>	£1,000	£2,000	£3,000	£5,000	£5,000	<b>£16,000</b>
<b>Staffing</b>	£0	£0	£0	£0	£0	<b>£0</b>
<b>Total</b>						<b>£27,600</b>

## 6. Market

### 6.1. Market Research

We are currently one of three football and sports clubs in the local area, and we have members from 7 different primary schools and 3 secondary schools.

Dunipace Football Club provide the following for the local community:

- Recreational facilities and organisation of recreational activities, with the object of improving the conditions of life for people in Denny & Dunipace and the surrounding areas; including football teams for people to train and compete in the Scottish Football Association (SFA) competitions; the operation of training grounds and pitches.
- Training equipment to enjoy and develop skills in football
- Provide recognised Scottish Football Association courses for coaches of Dunipace Football Club. These courses enable our coaches to provide effective training sessions.

Dunipace Football Club present target market is youths (boys & girls) from 4 to 18 years of age from Denny & Duipace and the surrounding area. Dunipace Football Club also has three adult men's teams, an adult women's team and also a weight loss football team in the Warriors Premier League.

The organisation also provides access to the recreational facilities for other local community groups and charitable organisations including local primary schools and Stoneywood Care. The size of the market is vast, and the club currently has over 300 participants from the local community. Our ability to maintain all the current teams and any further expansion will be severely limited by the closure of the Bottom Castle Park pavilion, and we envisage being able to easily expand our influence and presence in the local community by executing our future visions for the organisation.

Our direct competition is from local football sports clubs in the surrounding area. This includes Bonnybridge Football Club and Steins Thistle Football Club. We have thoroughly researched the above and have extensive experience in local grassroots football and believe that there is massive demand for all three local football sports clubs and that by offering Bottom Castle Park pavilion that is well maintained, we will continue to grow our club and generate sufficient income to maintain a viable facility.

### 6.4. SWOT Analysis

Strengths	Weaknesses
<p>Vast experience of running, managing and growing successful community football teams.</p> <p>Many years' experience letting and managing pavilion and football pitch facilities</p> <p>Members with varied professional backgrounds including financial services and the wider business sphere. As well as all trades and business owners well versed in business operations and financial management.</p>	<p>Reliance on volunteers to run the organisation and the many tasks required to ensure its success.</p>

A local community invested in the organisation and its vision for the future.	
Opportunities	Threats
Additional age group expansions to create more football teams  Expanding to partner with other community groups and charities.	Decline in participation of football. Volunteer recruitment and retention

## 6.5. Marketing Strategy

We are fortunate that we do not need to actively seek membership of our football club and have a waiting list in operation to join the majority of our current youth teams. With the transfer of the pavilion, we will be able to maintain the current team and look to grow in an organic manner.

However, we have a strong social media presence with over 5,500 followers on Facebook alone. We post up club activities and achievements across our age groups, upcoming fixtures and other reports from team activities. This in turn attracts new players to our club from word of mouth and social shares.

We have close ties with the local business community who continue to support us financially through sponsorship as well as recommending us to players seeking membership of a club. We collaborate with local schools to help them run footballing activities that indirectly markets and advertise our organisation to potential new members.

Dunipace Football Club operate a monthly subscription of £29.99 / £14.99 per player depending on number of training sessions, which gives the club a net of £28.79 / £13.90 after our transaction fee to our payment processor 'teamfeepay'. We have 300 participants so a conservative figure of £5,000 per month, £60,000 per annum.

## 7. People

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### 7.1. Board of Trustees / Committee / Volunteers

We have a highly experienced board and committee who have been involved in local grassroots football for many years. Indeed, many of our board have been involved with the local football team since they were children themselves. Their grandparents played for and helped to run the club and there is a huge emotional and sentimental attachment from all involved.

We have people who work in financial services, risk management, property management, IT, healthcare and other professional services as well as many skilled tradespeople such as joiners, plumbers, bricklayers and roofers.

Our links with the community are inseparable and the consensus amongst the local population is that we will come together and ensure the success of the pavilion and football team.

Our treasurer carries out the necessary record keeping, and our accounts are audited annually by an independent body in advance of our AGM.

## 8. Finance

### 8.1. Costs

We have identified our required ongoing running costs in the tables below.

#### Running Costs

Item	Cost/Year
PAT Testing	£150 per assessment (5 years)
Fire Extinguishers	£45 annually
Security	n/a
Performance Rights	n/a
Trade Waste	n/a
Hall Cleaning	£0 Volunteers
Accountant/Auditor	£0
Cleaning Materials/Cleaner	£10 monthly
Insurances	£100 annually
Sundries	n/a
Phone/Internet	n/a
Utilities	£2,000 annually
Rates	Full Rates exemption applied for.
Sanitary	n/a
Legionella testing	£100
EICR	£200 (5 years)
EPC	n/a Current Owner to complete and provide
Emergency Lighting Testing	£0 Volunteers

### 8.2. Reserve Levels

We estimate the need for reserves at £5,000 which we will maintain throughout the year.

#### Bank account

Bank of Scotland – Business Account

### 8.3. Cash Flow

A Monthly Cash Flow Forecast has been prepared for the first 5 years of trading and is detailed in the Financial Appendix.

### 8.4. Funding Strategy

We will apply to various funders for a number of different grants if / when required.

### 8.5. Enablement Fund

The Bottom Castle Park Pavilion was recently installed, so therefore we are not applying for any funding from the Enablement Fund as part of this application.

## 9. Summary

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This document is the written request of Dunipace Football Club who are making a formal asset transfer request, made under Part 5 of the Community Empowerment (Scotland) Act 2015 section 79(2)(b)(i).

The Charity offers Falkirk Council £1 per year to purchase the Bottom Castle Park Pavilion. The basis of this offer is:

- Market value has been assessed by TBC as £TBC, and rental value as £TBC. This information has been requested, however these valuations have yet to be completed by Falkirk Council.
- The community benefit of the Charity's work over five years is estimated at £836,000.

Essential repairs (as demonstrated in the Conditional Survey Report – appendices) to the building are £0.00 which Falkirk Council will be required to undertake to ensure that the building is wind and watertight, and statutorily compliant. We expect to have to carry out additional repairs in the value of £0.00, according to the survey, over the next 5 years, to bring the building up to an acceptable standard and fit for purpose.

Name of Community Group:  
Dunipace Football Club

Contact:  
Stuart Robertson

Address:

[REDACTED]

Email:

[REDACTED]

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COMMUNITY ASSET TRANSFER

ASSESSMENT PRO-FORMA

Name of property		Name of group	SCIO number or equivalent	Sale or lease?	Length of lease	outright cost
Bottom Castle Park Pavilion (known by several names but this is what the group call it)		Dunipace Football Club – Youth & Community	SC054475	Sale	N/A	£1
			APPLICATION DETAILS		ADDITIONAL COMMENTS	ASSESSMENT RATING Very Strong / Strong / Moderate / Weak / Poor
BENEFITS (OUTCOMES)						
1. Objectives	Do project outcomes contribute to achieving the Council’s priorities?	The project aligns with all of the Council’s Strategic Plan priorities of supporting stronger and healthier communities; promoting opportunities and educational attainment and reducing inequalities; and supporting a thriving economy and a green transition.			Supporting stronger and healthier communities is at the heart of community ownership	Strong
2. Financial	Is there a financial saving on public sector costs?	An asset transfer of the property will generate an estimated annual revenue saving of £3,000 to the Council				Moderate
	Is there an enhanced provision of public benefit through volunteering hours?	They estimate they generate 10,900 volunteer hours per annum, generating a financial equivalent of over £167,000 worth of public benefit per annum				Very strong
	Current market valuation of the property whether by sale or rent	£15,000				
	Backlog maintenance figure from C&B report	N/A				
3. Non-financial benefits	What is the impact on:					
	(i) economy	As a volunteer run club, people are given opportunities which will help them develop new skills and gain valuable work experience.  Volunteering can serve as a stepping stone to future employment, enhancing the employability of individuals and contributing to the overall skill level of the community				Very strong
	(ii) regeneration	The club confirm they will actively seek external funding when required to help maintain the building to prevent it ever becoming an eyesore in the local area.  They intend the building to be used during local community events such as the yearly Denny & Dunipace Gala Day celebration.				Strong
	(iii) public health	By improving the overall health of the community, the group aims to help ease the pressure on public and social services, and on other facilities. Engaging in regular social and sporting activities can reduce stress, improve mood, and provide people with a sense of purpose. The physical activities that the group provides for children of different age groups help maintain physical health and mobility for all those who attend them. Together, these benefits contribute to a healthier, happier, and more connected community.				Very strong
	(iv) social wellbeing	Involvement in the activities of the football club, whether playing or volunteering in the running of the organisation, can combat social isolation for participants.  The club state that the activities and social interactions facilitated by the club will contribute significantly to both the mental and social wellbeing of the community. They provide a safe space for the local community to meet and engage with each other through training, matches, activities				Very strong

## COMMUNITY ASSET TRANSFER

## ASSESSMENT PRO-FORMA

		and events. Offering volunteer opportunities within the football club can enhance social cohesion and provide residents with a sense of purpose.  Statements have been provided from the head teachers of the 3 local schools, backing the CAT application. The letters confirm that the Club has fostered excellent relationships with the schools in recent years, resulting in increased physical activity by the pupils.		
	(v) environment / climate change (including figures on carbon dioxide equivalent)	The CAT will reduce the emissions generated by electricity gas and water consumption by up to 1.2 tons of carbon dioxide equivalent per annum based on 2024 figures.  The group intend to implement energy-efficient technologies and sustainable practices so the pavilion can reduce its environmental impact. They plan to engage the community in environmental initiatives, such as clean-up drives, tree planting events, and recycling programs. These activities can foster a sense of community pride and responsibility, encouraging residents to take an active role in protecting their local environment.		Strong
	(vi) other			
4. Equality	What evidence is there that the project:			
	(i) contributes to reducing inequalities (protected characteristics)	The Club adheres to the Dispensation Policy of their governing body, the Scottish Youth Football Association. This assists any child who is eligible to participate in organised activities under the jurisdiction of the SYFA, who; a) Has a disability, or b) Has neurodiverse features or developmental impairment, or c) Lives in a Rural location, in which there are no age eligible teams within a 20 miles radius d) Player is an asylum seeker or refugee and has been placed in a school year younger than their birth year		Strong
	(ii) Promotes equality	The Scottish Football Association Equality Framework is observed by the Club; the vision is that “Scottish football is representative and reflective of the demographic of Scotland at all levels.”  The Scottish FA places expectations and standards on Member Clubs and organisations to ensure a safe environment for children and protected adults within Scottish football, including ensuring its registration platforms facilitate clear data collection, to allow the organisation to understand and value diverse representation across the game.  The Association also works to establish best practise within football that affords women, youth’s and para-footballers opportunities to reach their full potential.  In addition they facilitate and encourage reporting of discrimination to best allow the opportunity to tackle unacceptable conduct. This allows them to educate and raise awareness of diversity and inclusion.	Equalities noted no mention of tackling sectarianism, following which Club provided the following statement “Dunipace FC is committed to being a fully inclusive club, welcoming individuals from all backgrounds and showing zero tolerance for prejudice of any kind, including on the basis of religion or belief.”	Strong
ABILITY TO DELIVER / SUSTAINABILITY				
5. Governance / Accountability	Are appropriate governance structures in place?	Yes. The group is a 2-tiered SCIO - Scottish Charitable Incorporated Organisation number SC054475		Very strong



**COMMUNITY ASSET TRANSFER**
**ASSESSMENT PRO-FORMA**

6. Availability of Resources / Business Plan	Has the group identified all the resources required, such as funding, staff and volunteer resources with the appropriate skills, and are they sufficient to deliver the project?	Yes. The Club has a wide volunteer base with relevant expertise. Current members have been responsible for maintaining the building in their present long term lease arrangement with Falkirk Council. They have members with varied professional backgrounds including financial services and the wider business sphere, as well as professionals from all trades and business owners well versed in business operations and financial management.		Very strong
7. Sustainability	Has it been demonstrated that the resources are sustainable over the lifetime of the project?	Yes. The Club's latest accounts show a surplus of £287,427.	S&L colleagues queried the income, pointing out that pitch lets are still under FC control and therefore cannot be claimed as club income. Club treasurer clarified that the income in question was for hire of the pavilion and not the pitch – “Teams taking a pitch let from Falkirk Council will pay a fee to hire the pitch for the season, but this does not include the use of the Gala Park Pavilion. The income every August is from the fee that Dunipace FC will charge each team using the Gala Park Pitches for the use of the Pavilion facilities for the season. This cost is in addition to the cost of hiring the pitch from Falkirk Council. I have also renamed this income Pavilion Hire - Football Teams to avoid any confusion, updated Cash Flow Spreadsheet attached.”	Very strong
8. Performance Management	How does the group propose to monitor and report on the achievement of the desired outcomes?	The group state they will measure the impact of taking ownership of the building by increased participation from the local community, through more participants and new teams being part of the club. They currently have four teams (approx. 64 players) playing at the Gala Park pitches, with an ambition to increase this to six teams (approx. 96 players) over the next few seasons as the club continues to grow. All teams using the Gala Park pitches would range from u12s to u18s depending on pitch allocation from Falkirk Council.  Another measurable impact will be increased engagement and collaboration with other groups within the local community.	.	Strong
<b>COMMUNITY SUPPORT</b>				
9. Community Involvement	Has it been demonstrated that the community were involved in developing the proposal?	Yes. The proposal is entirely community-led, with 100% of survey responders stating that they support the CAT proposal.		Very strong
10. Local Community Support	What evidence has been provided of local community support?	As well as letters of support, evidence of community consultation has been provided. There were 215 responders to the survey, of which almost 75% stated that they used the facility more than once a week, and 100% stated that the Club provides a positive impact in the community.		Very strong
<b>OTHER</b>				
<b>Is the building currently staffed?</b>		As the pavilion was not staffed, there are no staffing issues. No employees worked within the building being considered for Community Asset Transfer in this report and therefore no TUPE considerations apply.		Very strong

COMMUNITY ASSET TRANSFER

ASSESSMENT PRO-FORMA

Additional rights requested	Dunipace Football Club would also like to request additional access rights around the Bottom Castle Park Pavilion to allow access to the doors at the rear of the pavilion and an additional area at the northern side of the pavilion to install a storage container for additional equipment required for training and matches held at the Gala Parks.		
Other	Legal sought clarity on the Pre-emption, given that there was no EF request. CI confirms pre-emption still applies because of the market value (£15,000)		

CONCLUSION	
COMMENTS	OVERALL ASSESSMENT (See Table below)
	STRONG

Evidence	Overview
Very strong	Governance and financial arrangements are strong and sustainable. Best Value characteristics are evidenced and contained throughout the overall approach. Related projected benefits are very robust and demonstrate value for money: suitability, effectiveness, prudence, quality, value and the avoidance of error and other waste.
Strong	Governance and financial arrangements are sound and sustainable. Best Value characteristics are in evidence in the proposal. Related projected benefits are demonstrated well and represent value for money.
Moderate	Governance and financial arrangements are in place and acceptable. Best Value characteristics have been considered as part of the proposal. Related projected benefits are acceptable and could lead to value for money.
Weak	Governance and financial arrangements are weak. Best Value characteristics are not well demonstrated in the proposal. Related projected benefits are not based on robust information and demonstrates questionable value for money.
Poor	Governance and financial arrangements are poor. There is little evidence of Best Value characteristics in the proposal. Related projected benefits are ill defined and/or unrealistic and do not demonstrate value for money.

## Equality & Poverty Impact Assessment 01109 (Version 1)

### SECTION ONE: ESSENTIAL INFORMATION

<b>Service &amp; Division:</b>	Place Services Invest Falkirk		
		Tel:	
<b>Proposal:</b>	Community Asset Transfer of Bottom Castle Park Pavilion	<b>Reference No:</b>	

What is the Proposal?	Budget & Other Financial Decision	Policy (New or Change)	HR Policy & Practice	Change to Service Delivery / Service Design
	No	No	No	Yes

Who does the Proposal affect?	Service Users	Members of the Public	Employees	Job Applicants
	No	Yes	No	No
	<b>Children and young people</b>	<b>Significant impact?</b>		
	Yes	No		
<b>Other, please specify:</b>				

Identify the main aims and projected outcome of this proposal (please add date of each update):	
11/09/2025	Community Asset Transfer of Bottom Castle Park Pavilion to Dunipace Football Club

**SECTION TWO: FINANCIAL INFORMATION**

For budget changes ONLY please include information below:			Benchmark, e.g. Scottish Average
Current spend on this service (£'0000s)	Total:	3000	
Reduction to this service budget (£'0000s)	Per Annum:	3000	
Increase to this service budget (£'000s)	Per Annum:	N/A	
If this is a change to a charge or concession please complete.	Current Annual Income Total:	N/A	
	Expected Annual Income Total:	N/A	
If this is a budget decision, when will the saving be achieved?	Start Date:	01/10/2025	
	End Date (if any):		

<b>SECTION THREE: EVIDENCE</b>	<b>Please include any evidence or relevant information that has influenced the decisions contained in this EPIA. (This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups.)</b>
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<b>A - Quantitative Evidence</b>	<b>This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.</b>
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As well as letters of support, evidence of community consultation has been provided.

There were 215 responders to the survey.

Circa 75% of respondents stated that they used the facility more than once a week.

100% of respondents stated that the Club provides a positive impact in the community.

<b>B - Qualitative Evidence</b>	<b>This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.</b>
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**Social - case studies; personal / group feedback / other**

The council decision is to permanently close and then dispose of this pavilion, if no community group can come forward to take over the running of the building.

The group have come forward because they believe that closing the pavilion, and thereby losing the changing and toilet facilities, would fatally impact the provision of recreational facilities, or the organisation of recreational activities, with the objective of improving the conditions of life for people in Denny & Dunipace and the surrounding areas. This is because the relevant governing bodies (Scottish Youth Football Association and Scottish Women's Football) do not permit matches to take place where there are no changing / toilet facilities.

Without the pavilion, the team would lose two boys and two girls teams from the football club and the current group of 80+ participants would be without a team to play for.

In terms of wider community benefit that would be negatively impacted, the pavilion will also be made available for use by the local community. Potential examples for future usage include a local hub building for other sporting groups, and allowing the Denny & Dunipace Gala committee to use the pavilion for storage.

#### **Best Judgement:**

<b>Has best judgement been used in place of data/research/evidence?</b>	No
<b>Who provided the best judgement and what was this based on?</b>	N/A
<b>What gaps in data / information were identified?</b>	Detailed protected characteristics of all users of the pavilion.
<b>Is further research necessary?</b>	No
<b>If NO, please state why.</b>	Best judgement was not used. We used data from the application form and Business Plan, which included results of the public engagement process.

**SECTION FOUR: ENGAGEMENT****Engagement with individuals or organisations affected by the policy or proposal must take place**

<b>Has the proposal / policy / project been subject to engagement or consultation with service users taking into account their protected characteristics and socio-economic status?</b>	Yes	
<b>If YES, please state who was engagement with.</b>	Denny High School Dunipace Primary School Denny Primary School Balon d'Or football coaching Denny Skillz football coaching Denny & Dunipace Gala Day committee Members of the public via online methods	
<b>If NO engagement has been conducted, please state why.</b>		
<b>How was the engagement carried out?</b>	<b>What were the results from the engagement? Please list...</b>	
<b>Focus Group</b>	No	

<b>Survey</b>	Yes	<p>The club conducted a survey of the local community:</p> <ul style="list-style-type: none"> <li>- to determine the impact of closure of the building</li> <li>- to determine the level of support to regenerate the building</li> </ul> <p>The survey was sent to all users of Westfield Park, including</p> <ul style="list-style-type: none"> <li>- members and families of Dunipace FC</li> <li>- other local football teams</li> <li>- community groups</li> <li>- local schools</li> </ul> <p>Over 200 responses were received.</p> <p>74.6% of respondents said that they use the facility more than once a week.</p> <p>100% of respondents said that the Club provided a positive impact on their family and the local community.</p> <p>Responses to the proposed takeover were overwhelmingly positive (100%) to safeguard the provision of healthy sporting activity in the local community.</p>
<b>Display / Exhibitions</b>	No	
<b>User Panels</b>	No	
<b>Public Event</b>	Yes	Informal conversations with stakeholders at matches, encouraging people to undertake the survey.
<b>Other: please specify</b>		
<b>Has the proposal / policy/ project been reviewed / changed as a result of the engagement?</b>	No	
<b>Have the results of the engagement been fed back to the consultees?</b>	Yes	
<b>Is further engagement recommended?</b>	No	



## SECTION FIVE: ASSESSING THE IMPACT

**Equality Protected Characteristics:** What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposal / policy / project? This section allows you to consider other impacts, e.g. poverty, health inequalities, community justice, carers etc.

Protected Characteristic	Neutral Impact	Positive Impact	Negative Impact	Please provide evidence of the impact on this protected characteristic.
Age		✓		Closure of the facility would disadvantage young people who would lose the opportunity to play football regulated by the governing bodies. Asset transfer of the facility will prevent this.
Disability		✓		The Club adheres to the Dispensation Policy of their governing body, the Scottish Youth Football Association. This assists any child who has a disability and is eligible to participate in organised activities under the jurisdiction of the SYFA.
Sex		✓		The Association policy states that it works with grassroots clubs to establish best practise within football, thus affording women footballers opportunities to reach their full potential.
Ethnicity	✓			The application form states that "Dunipace Football Club promote and encourage the playing and participation in football by providing inclusive opportunities for all. With no discrimination on grounds of [...] race."
Religion / Belief / non-Belief	✓			The application form states that "Dunipace Football Club promote and encourage the playing and participation in football by providing inclusive opportunities for all. With no discrimination on grounds of [...] religion."
Sexual Orientation	✓			The application form states that "Dunipace Football Club promote and encourage the playing and participation in football by providing inclusive opportunities for all. With no discrimination on grounds of [...] sexuality."
Transgender	✓			The club and the governing body adhere to the law in terms of the Equality Act 2010, but this data is not formally collected
Pregnancy / Maternity	✓			The club and the governing body adhere to the law in terms of the Equality Act 2010, but this data is not formally collected
Marriage / Civil Partnership	✓			The club and the governing body adhere to the law in terms of the Equality Act 2010, but this data is not formally collected

**Public Sector Equality Duty: Scottish Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance quality of opportunity and foster good relations. Scottish specific duties include:**

				Families with multiple siblings in Dunipace Football Club are provided concessionary rates, and a limit for monthly subs. Families that cannot pay the monthly subscription are not discriminated against. The organisation will endeavour to reach an agreement where such persons can participate in Dunipace Football Club.
Care Experienced	✓			The club and the governing body adhere to the law in terms of the Equality Act 2010, but, this data is not formally collected
Other, health, community justice, carers etc.		✓		<p>The Club adheres to the Dispensation Policy of their governing body, the Scottish Youth Football Association. This assists any child who is eligible to participate in organised activities under the jurisdiction of the SYFA, who is an asylum seeker or refugee and has been placed in a school year younger than their birth year.</p> <p>The Scottish FA places expectations and standards on Member Clubs and organisations to ensure a safe environment for children within Scottish football, including ensuring its registration platforms facilitate clear data collection, to allow the organisation to understand and value diverse representation across the game.</p>
Risk (Identify other risks associated with this change)				

	Evidence of Due Regard
Eliminate Unlawful Discrimination (harassment, victimisation and other prohibited conduct):	The facility and its services will remain open and accessible to all. The proposed asset transfer will not lead to any unlawful discrimination.
Advance Equality of Opportunity:	The governing body's policies are in place to ensure equality of opportunity to participants regardless of their status or situation.

<b>Foster Good Relations (promoting understanding and reducing prejudice):</b>	<p>Transfer of the facilities is expected to support the fostering of good relations between different protected characteristic groups, due to the nature of the activities it supports / enables.</p> <p>When officers requested a statement on sectarianism to be included in the EPIA, the following statement from Club officials was submitted:</p> <p>"Dunipace FC is committed to being a fully inclusive club, welcoming individuals from all backgrounds and showing zero tolerance for prejudice of any kind, including on the basis of religion or belief."</p>
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**SECTION SIX: PARTNERS / OTHER STAKEHOLDERS**

Which sectors are likely to have an interest in or be affected by the proposal / policy / project?		Describe the interest / affect.
<b>Business</b>	Yes	Coaching companies are collaborating with the football club and have offered statements of support
<b>Councils</b>	Yes	The council's commitment to facilitating sport and leisure will be damaged if the CAT does not go through
<b>Education Sector</b>	Yes	Local pupils from all the schools benefit from the facility
<b>Fire</b>	No	
<b>NHS</b>	Yes	The group believe that by encouraging and promoting sport and physical exercise, they will be reducing pressure on primary health care services.
<b>Integration Joint Board</b>	No	
<b>Police</b>	No	
<b>Third Sector</b>	Yes	The Denny and Dunipace Gala Day Committee have expressed strong support as they will be using the facility.
<b>Other(s): please list and describe the nature of the relationship / impact.</b>		

SECTION SEVEN: ACTION PLANNING

**Mitigating Actions:** If you have identified impacts on protected characteristic groups in Section 5 please summarise these in the table below detailing the actions you are taking to mitigate or support this impact. If you are not taking any action to support or mitigate the impact you should complete the No Mitigating Actions section below instead.

Identified Impact	To Who	Action(s)	Lead Officer	Evaluation and Review Date	Strategic Reference to Corporate Plan / Service Plan / Quality Outcomes

No Mitigating Actions

Please explain why you do not need to take any action to mitigate or support the impact of your proposals.

This property was identified for closure as part of the Strategic Property Review from 1st October 2025 as agreed by Council in January 2024. The opportunity for a Community Asset Transfer (CAT) was identified as a mitigation to closure and this was noted in the EPIA’s undertaken. Officers have been working closely with the group to progress with Community Asset Transfer for this facility and are now in receipt of a full CAT application.

This EPIA has been undertaken with the information available to Falkirk Council at this time and based on current operations however, under a CAT model, it’s up to the community group to manage the operations of that building going forward as Falkirk Council have now withdrawn from these buildings in line with the Council decision.

This building will continue to be available to the local community as a key community asset and it’s anticipated that existing groups can continue to utilise the building and **therefore there is no known perceived negative impact at this time.**

Are actions being reported to Members?	Yes
If yes when and how ?	Executive committee, 6th November 2025

**SECTION EIGHT: ASSESSMENT OUTCOME**

**Only one of following statements best matches your assessment of this proposal / policy / project. Please select one and provide your reasons.**

<b>No major change required</b>	Yes	Keeping the facility open, means no negative impacts on groups or individuals.
<b>The proposal has to be adjusted to reduce impact on protected characteristic groups</b>	No	
<b>Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups</b>	No	
<b>Stop the proposal as it is potentially in breach of equality legislation</b>	No	

**SECTION NINE: EPIA TASK GROUP ONLY**

<b>OVERALL ASSESSMENT OF EPIA:</b> Has the EPIA demonstrated the use of data, appropriate engagement, identified mitigating actions as well as ownership and appropriate review of actions to confidently demonstrate compliance with the general and public sector equality duties?		Yes
<b>ASSESSMENT FINDINGS</b>  If YES, use this box to highlight evidence in support of the assessment of the EPIA  If NO, use this box to highlight actions needed to improve the EPIA	Limited data provided on relevant protected characteristics, however the evidence indicates a positive impact on children and young people. Consultation responses also indicate a positive impact on the local community.	
Where adverse impact on diverse communities has been identified and it is intended to continue with the proposal / policy / project, has justification for continuing <u>without making changes been made?</u>	Yes / No	If YES, please describe:

LEVEL OF IMPACT: The EPIA Task Group has agreed the following level of impact on the protected characteristic groups highlighted within the EPIA		
LEVEL		COMMENTS
HIGH	No	
MEDIUM	No	
LOW	Yes	Overall assessment shows a positive impact on those with protected characteristics.

**SECTION TEN: CHIEF OFFICER SIGN OFF**

<b>Director / Head of Service:</b>			
<b>Signature:</b>	Malcolm Bennie	<b>Date:</b>	23/09/2025



Appendix 8

INCOME	Start up	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL
Pavilion Hire - Pitch Lets		0.00	0.00	0.00	0.00	0.00	0.00	0.00	1800.00	0.00	0.00	0.00	0.00	1800
Pavilion Hire - Community Groups		0.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	0.00	600
Kitchen Hire		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Event Hire		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Fundraising		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Grants		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Sponsorship		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Bank Balance		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
<b>TOTAL CASH IN</b>	<b>0</b>	<b>0</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>1860</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>0</b>	<b>2400</b>
<b>EXPENDITURE</b>														
<b>Maintenance</b>														
Floor Maintenance		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Outdoor Maintenance		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Maintenance		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Statutory Compliance</b>														
PAT Testing		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire extinguishers		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.00	45.00
First Aid Box		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Lighting		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Asbestos Management Check		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gas Safety Check		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Alarm System Check		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Hygiene		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Staffing/Volunteer Costs</b>														
Wages		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Overheads</b>														
Rates		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Insurance		10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	0.00	0.00	100.00
Contents Insurance		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Liability Insurance		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Utilities</b>														
Gas		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Electricity		100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1200.00
Mobile		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Broadband		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water		20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00
Trade Waste		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PHS Sanitary		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Miscellaneous</b>														
Professional fees & Licenses (Accountant, Bookkeeper)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CCTV maintenance		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Security		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sundries		100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
Funded Costs/Redevelopment Costs		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising/Marketing/Signage		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Performance Rights		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials (including Cleaning)		10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	120.00
<b>TOTAL CASH OUT</b>	<b>0</b>	<b>240</b>	<b>140</b>	<b>140</b>	<b>140</b>	<b>140</b>	<b>140</b>	<b>140</b>	<b>140</b>	<b>140</b>	<b>140</b>	<b>130</b>	<b>175</b>	<b>1805</b>
<b>NET CASH FLOW</b>	<b>0</b>	<b>-240</b>	<b>-80</b>	<b>-80</b>	<b>-80</b>	<b>-80</b>	<b>-80</b>	<b>-80</b>	<b>1720</b>	<b>-80</b>	<b>-80</b>	<b>-70</b>	<b>-175</b>	<b>595</b>
<b>OPENING BALANCE</b>	<b>0</b>	<b>0</b>	<b>-240</b>	<b>-320</b>	<b>-400</b>	<b>-480</b>	<b>-560</b>	<b>-640</b>	<b>-720</b>	<b>1000</b>	<b>920</b>	<b>840</b>	<b>770</b>	
<b>CLOSING BALANCE</b>	<b>0</b>	<b>-240</b>	<b>-320</b>	<b>-400</b>	<b>-480</b>	<b>-560</b>	<b>-640</b>	<b>-720</b>	<b>1000</b>	<b>920</b>	<b>840</b>	<b>770</b>	<b>595</b>	

Notes

INCOME	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL
Pavilion Hire - Pitch Lets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1863.00	0.00	0.00	0.00	0.00	1863
Pavilion Hire - Community Groups	0.00	62.10	62.10	62.10	62.10	62.10	62.10	62.10	62.10	62.10	62.10	0.00	621
Kitchen Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Event Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Fundraising	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Sponsorship	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Bank Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
<b>TOTAL CASH IN</b>	<b>0</b>	<b>62</b>	<b>62</b>	<b>62</b>	<b>62</b>	<b>62</b>	<b>62</b>	<b>1925</b>	<b>62</b>	<b>62</b>	<b>62</b>	<b>0</b>	<b>2484</b>
<b>EXPENDITURE</b>													
<b>Maintenance</b>													
Floor Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Outdoor Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Statutory Compliance</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
PAT Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire extinguishers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.58	46.58
First Aid Box	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Lighting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Asbestos Management Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gas Safety Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Alarm System Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Hygiene	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Staffing/Volunteer Costs</b>													
Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Overheads</b>													
Rates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Insurance	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35	0.00	0.00	103.50
Contents Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Liability Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Utilities</b>													
Gas	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Cash Flow YR 2

Electricity	103.50	103.50	103.50	103.50	103.50	103.50	103.50	103.50	103.50	103.50	103.50	103.50	1242.00
Mobile	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Broadband	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water	20.70	20.70	20.70	20.70	20.70	20.70	20.70	20.70	20.70	20.70	20.70	20.70	248.40
Trade Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PHS Sanitary	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Miscellaneous</b>													
Professional fees & Licenses (Accountant, B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CCTV maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sundries	103.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	103.50
Funded Costs/Redevelopment Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising/Marketing/Signage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Performance Rights	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials (including Cleaning)	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35	10.35	124.20
<b>TOTAL CASH OUT</b>	<b>248</b>	<b>145</b>	<b>145</b>	<b>145</b>	<b>145</b>	<b>145</b>	<b>145</b>	<b>145</b>	<b>145</b>	<b>145</b>	<b>145</b>	<b>135</b>	<b>1868</b>
<b>NET CASH FLOW</b>	<b>-248</b>	<b>-83</b>	<b>-83</b>	<b>-83</b>	<b>-83</b>	<b>-83</b>	<b>-83</b>	<b>1780</b>	<b>-83</b>	<b>-83</b>	<b>-72</b>	<b>-181</b>	<b>616</b>
<b>OPENING BALANCE</b>	<b>595</b>	<b>347</b>	<b>264</b>	<b>181</b>	<b>98</b>	<b>15</b>	<b>-67</b>	<b>-150</b>	<b>1630</b>	<b>1547</b>	<b>1464</b>	<b>1392</b>	
<b>CLOSING BALANCE</b>	<b>347</b>	<b>264</b>	<b>181</b>	<b>98</b>	<b>15</b>	<b>-67</b>	<b>-150</b>	<b>1630</b>	<b>1547</b>	<b>1464</b>	<b>1392</b>	<b>1211</b>	
<b>Notes</b>													

INCOME	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL
Pavilion Hire - Pitch Lets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1928.21	0.00	0.00	0.00	0.00	1928.2
Pavilion Hire - Community Groups	0.00	64.27	64.27	64.27	64.27	64.27	64.27	64.27	64.27	64.27	64.27	0.00	642.74
Kitchen Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Event Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Fundraising	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Sponsorship	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Bank Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
<b>TOTAL CASH IN</b>	<b>0</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>1992</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>0</b>	<b>2571</b>
<b>EXPENDITURE</b>													
<b>Maintenance</b>													
Floor Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Outdoor Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Statutory Compliance</b>													
PAT Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire extinguishers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.21	48.21
First Aid Box	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Lighting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Asbestos Management Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gas Safety Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Alarm System Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Hygiene	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Staffing/Volunteer Costs</b>													
Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Overheads</b>													
Rates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Insurance	10.71	10.71	10.71	10.71	10.71	10.71	10.71	10.71	10.71	10.71	0.00	0.00	107.12
Contents Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Liability Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Utilities</b>													
Gas	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Cash Flow YR 3

Electricity	107.12	107.12	107.12	107.12	107.12	107.12	107.12	107.12	107.12	107.12	107.12	107.12	1285.47
Mobile	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Broadband	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water	21.42	21.42	21.42	21.42	21.42	21.42	21.42	21.42	21.42	21.42	21.42	21.42	257.09
Trade Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PHS Sanitary	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Miscellaneous</b>													
Professional fees & Licenses (Accountant, B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CCTV maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sundries	107.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.12
Funded Costs/Redevelopment Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising/Marketing/Signage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Performance Rights	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials (including Cleaning)	10.71	10.71	10.71	10.71	10.71	10.71	10.71	10.71	10.71	10.71	10.71	10.71	128.55
<b>TOTAL CASH OUT</b>	<b>257</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>139</b>	<b>187</b>
<b>NET CASH FLOW</b>	<b>-257</b>	<b>-86</b>	<b>-86</b>	<b>-86</b>	<b>-86</b>	<b>-86</b>	<b>-86</b>	<b>1843</b>	<b>-86</b>	<b>-86</b>	<b>-75</b>	<b>-187</b>	<b>637</b>
<b>OPENING BALANCE</b>	<b>1211</b>	<b>359</b>	<b>273</b>	<b>187</b>	<b>102</b>	<b>16</b>	<b>-70</b>	<b>-155</b>	<b>1687</b>	<b>1601</b>	<b>1516</b>	<b>1441</b>	
<b>CLOSING BALANCE</b>	<b>359</b>	<b>273</b>	<b>187</b>	<b>102</b>	<b>16</b>	<b>-70</b>	<b>-155</b>	<b>1687</b>	<b>1601</b>	<b>1516</b>	<b>1441</b>	<b>1253</b>	
<b>Notes</b>													

INCOME	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL
Pavilion Hire - Pitch Lets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1995.69	0.00	0.00	0.00	0.00	1995.692175
Pavilion Hire - Community Groups	0.00	66.52	66.52	66.52	66.52	66.52	66.52	66.52	66.52	66.52	66.52	0.00	665.230725
Kitchen Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Event Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Fundraising	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Sponsorship	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Bank Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
<b>TOTAL CASH IN</b>	<b>0</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>2062</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>0</b>	<b>2661</b>
<b>EXPENDITURE</b>													
<b>Maintenance</b>													
Floor Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Outdoor Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
<b>Statutory Compliance</b>													
PAT Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire extinguishers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49.89	49.89
First Aid Box	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Lighting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Asbestos Management Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gas Safety Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Alarm System Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Hygiene	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Staffing/Volunteer Costs</b>													
Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Overheads</b>													
Rates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Insurance	11.09	11.09	11.09	11.09	11.09	11.09	11.09	11.09	11.09	11.09	0.00	0.00	110.87
Contents Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Liability Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Utilities</b>													
Gas	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Electricity	110.87	110.87	110.87	110.87	110.87	110.87	110.87	110.87	110.87	110.87	110.87	110.87	1330.46
Mobile	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Broadband	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water	22.17	22.17	22.17	22.17	22.17	22.17	22.17	22.17	22.17	22.17	22.17	22.17	266.09
Trade Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PHS Sanitary	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Miscellaneous</b>													
Professional fees & Licenses (Accountant, B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CCTV maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sundries	110.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	110.87
Funded Costs/Redevelopment Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising/Marketing/Signage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Performance Rights	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials (including Cleaning)	11.09	11.09	11.09	11.09	11.09	11.09	11.09	11.09	11.09	11.09	11.09	11.09	133.05
<b>TOTAL CASH OUT</b>	<b>266</b>	<b>155</b>	<b>155</b>	<b>155</b>	<b>155</b>	<b>155</b>	<b>155</b>	<b>155</b>	<b>155</b>	<b>155</b>	<b>155</b>	<b>144</b>	<b>694</b>
<b>NET CASH FLOW</b>	<b>-266</b>	<b>-89</b>	<b>-89</b>	<b>-89</b>	<b>-89</b>	<b>-89</b>	<b>-89</b>	<b>1907</b>	<b>-89</b>	<b>-89</b>	<b>-78</b>	<b>-694</b>	<b>160</b>
<b>OPENING BALANCE</b>	<b>1253</b>	<b>987</b>	<b>898</b>	<b>810</b>	<b>721</b>	<b>632</b>	<b>544</b>	<b>455</b>	<b>2362</b>	<b>2273</b>	<b>2185</b>	<b>2107</b>	
<b>CLOSING BALANCE</b>	<b>987</b>	<b>898</b>	<b>810</b>	<b>721</b>	<b>632</b>	<b>544</b>	<b>455</b>	<b>2362</b>	<b>2273</b>	<b>2185</b>	<b>2107</b>	<b>1413</b>	
<b>Notes</b>													

INCOME	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL
Pavilion Hire - Pitch Lets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2065.54	0.00	0.00	0.00	0.00	2065.541401
Pavilion Hire - Community Groups	0.00	68.85	68.85	68.85	68.85	68.85	68.85	68.85	68.85	68.85	68.85	0.00	688.5138004
Kitchen Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Event Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Fundraising	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Sponsorship	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Bank Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
<b>TOTAL CASH IN</b>	<b>0</b>	<b>69</b>	<b>69</b>	<b>69</b>	<b>69</b>	<b>69</b>	<b>69</b>	<b>2134</b>	<b>69</b>	<b>69</b>	<b>69</b>	<b>0</b>	<b>2754</b>
<b>EXPENDITURE</b>													
<b>Maintenance</b>													
Floor Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Outdoor Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1000.00	1000.00
<b>Statutory Compliance</b>													
PAT Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	150.00
Fire extinguishers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51.64	51.64
First Aid Box	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Lighting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Asbestos Management Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gas Safety Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Alarm System Check	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Hygiene	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Staffing/Volunteer Costs</b>													
Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Overheads</b>													
Rates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Insurance	11.48	11.48	11.48	11.48	11.48	11.48	11.48	11.48	11.48	11.48	0.00	0.00	114.75
Contents Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Liability Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Utilities</b>													
Gas	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



Electricity	114.75	114.75	114.75	114.75	114.75	114.75	114.75	114.75	114.75	114.75	114.75	114.75	1377.03
Mobile	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Broadband	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water	22.95	22.95	22.95	22.95	22.95	22.95	22.95	22.95	22.95	22.95	22.95	22.95	275.41
Trade Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PHS Sanitary	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Miscellaneous</b>													
Professional fees & Licenses (Accountant, B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CCTV maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sundries	114.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	314.75
Funded Costs/Redevelopment Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising/Marketing/Signage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Performance Rights	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials (including Cleaning)	11.48	11.48	11.48	11.48	11.48	11.48	11.48	11.48	11.48	11.48	11.48	11.48	137.70
<b>TOTAL CASH OUT</b>	<b>275</b>	<b>161</b>	<b>161</b>	<b>161</b>	<b>161</b>	<b>161</b>	<b>161</b>	<b>161</b>	<b>161</b>	<b>161</b>	<b>161</b>	<b>149</b>	<b>1551</b>
<b>NET CASH FLOW</b>	<b>-275</b>	<b>-92</b>	<b>-92</b>	<b>-92</b>	<b>-92</b>	<b>-92</b>	<b>-92</b>	<b>1974</b>	<b>-92</b>	<b>-92</b>	<b>-80</b>	<b>-1551</b>	<b>-667</b>
<b>OPENING BALANCE</b>	<b>1413</b>	<b>1137</b>	<b>1046</b>	<b>954</b>	<b>862</b>	<b>770</b>	<b>678</b>	<b>587</b>	<b>2560</b>	<b>2469</b>	<b>2377</b>	<b>2296</b>	
<b>CLOSING BALANCE</b>	<b>1137</b>	<b>1046</b>	<b>954</b>	<b>862</b>	<b>770</b>	<b>678</b>	<b>587</b>	<b>2560</b>	<b>2469</b>	<b>2377</b>	<b>2296</b>	<b>746</b>	
<b>Notes</b>													