

Annual Report

March 2024-March 2025



*The Rainbow Muslim
Women's Group
Falkirk*

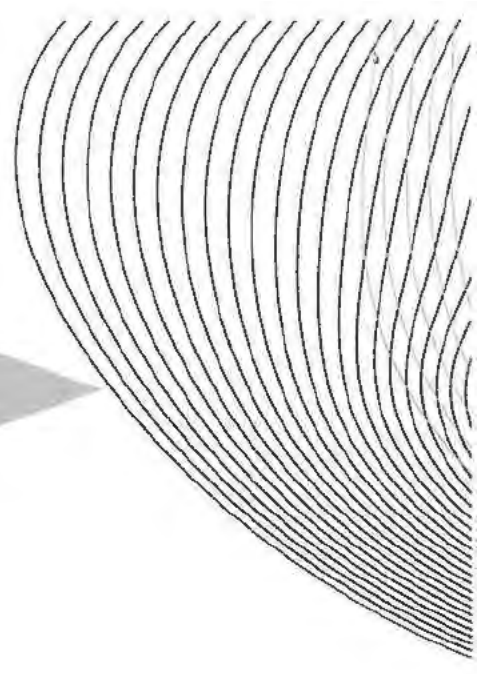
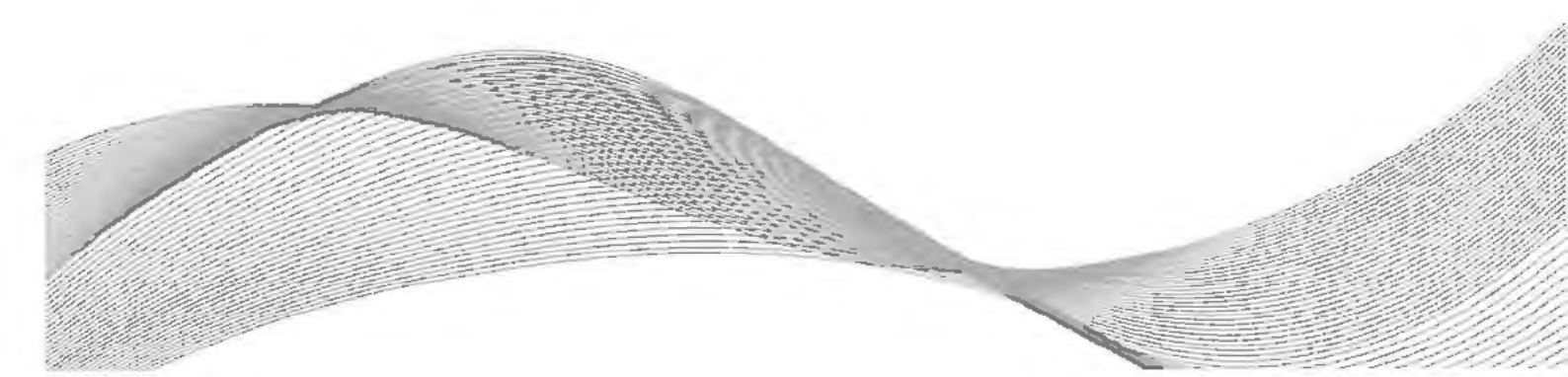


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Introduction

Firk has been
breaking down barriers
for almost 20 years

Community is at the heart of the work
undertaken by the Rainbow Muslim
Women's Group in Firkirk.



In 1999, more than 20 years ago,
a group of ethnic minority women joined hands to
create an organisation to help other women, who
were isolated due to language, confidence issues, and
cultural barriers, hence the Rainbow Group was
formed.

We believe in evolving according to the needs of the
community. Initially our aim was to create informal
educational opportunities which are accessible to
women from minority ethnic groups.

Over time with rising racism within the community
and Islamophobia, our vision and aims have extended
to promoting multiculturalism and reducing racism.

During COVID-19 lockdown, our group worked 7 days a
week to supply essential food packages and
prescription pick-up for the local community,
including refugees, senior citizens, low-income
families, and others who were in need.

Message from our Chairperson

As we reflect on the year from March 2024 to March 2025, I am proud to share that the Rainbow Muslim Women's Group has continued to thrive, delivering a wide range of programs that enhance the health, well-being, and resilience of our community in Falkirk and beyond.

This year, we supported women through workshops on entrepreneurship, international women's day celebrations, and regular yoga and mindfulness sessions, fostering empowerment and personal development. Children and families engaged in creative and educational activities, from art, crafts, and gardening projects during British Science Week to hands-on experiences at Dynamic Earth, Almond Valley Heritage Centre, and local parks. Holiday food and activity programs brought joy, learning, and connection to children while promoting healthy eating and life skills.

Our dedication to solidarity and giving back remained strong. We raised funds for Gaza through pre-Eid and Iftar charity events, installed a seventh water filtration plant in Pakistan, and continued to provide meals and support to vulnerable groups. In recognition of our work, Rainbow Muslim Women's Group received the "Outstanding Achievement in Health and Wellbeing" award, and I was deeply honoured with a Lifetime Achievement Award for service to the community.

These accomplishments would not have been possible without our 50-strong team of volunteers, generous funders, partner organizations, and the wider Falkirk community. Your support, commitment, and trust continue to inspire us and drive our mission forward. Together, we have strengthened connections, empowered individuals, and brought joy and support to those who need it most.

I extend my heartfelt thanks to everyone involved and look forward to another year of learning, growth, and positive impact.

Chairperson, Rainbow Muslim Women's Group



Looking ahead, we are inspired by this year's successes and excited to continue making a positive impact in 2025. Thank you to everyone who contributed their time, effort, and heart to our mission.

I am proud of the progress we have achieved in delivering sustainable solutions across healthcare, education, and community development. Yet, there is still much to be done to secure a brighter and better future for the generations to come. As we enter our third decade as a thriving and sustainable organisation, we are excited to continue this journey alongside our people, our families, and the communities we serve.

Our Story

OUR MISSION

The mission of the Rainbow Muslim Women's Group is to empower and support women and their communities by promoting physical and mental wellbeing fostering social inclusion, and advocating for humanitarian causes.

Below is an outline of our major events and activities during the last year;

- Socialising, eating together sharing each others lives and challenges, seeking peer support, planning their voluntary community activities within and out with the group.
- Promoting active health and well being through participating in cycling, walking and exercise classes such as yoga and Zumba.
- Volunteering, cooking, and growing sessions to promote a healthy lifestyle at Jupiter Urban Wildlife Centre.
- Healthy cooking, arts and craft sessions were arranged for the youth group.
- Organising outdoor trips to local and nearby parks, cities such as visiting the Helix Park, and a trip of Ayr Beach. These outdoor trips are much needed because they give the women an experience of fun, wellbeing and connecting to their local environment.
- Managed to raise money for the people of Gaza.
- Organising recreational activities for family welfare with family fundays.
- Promoting multicultural celebration of Pakistani Independence Day, St Andrew's Day.

OUR PURPOSE

The organisation's purposes are:
The advancement of education.

The organisation of recreational activities with the object of improving the conditions of life for the persons for whom the activities are intended.

The organisation and delivery of cultural events designed to bring diverse communities together and to promote equality and diversity, religious and racial harmony.

The relief of those in need.
The organisation and delivery of activities which encourage promote good Physical/mental health camp:well being.

The provision of training opportunities to increase the skills and knowledge of participants and to improve their life changes and employability.

Offering opportunities to volunteer with the organisation.

The provision of social and recreational activities designed to tackle social isolation and loneliness.

The participation in community cohesion activities to promote tolerance, Understanding and co-operation and to tackle discrimination and prejudice.

- Conducting outreach activity to engage with new and existing user in order to
- Promote the services of the organisation and to build good relations.
- The delivery of personal development workshops designed to increase the
- Self-confidence of participants

Our major Projects

During this year, we had amazing collaborations with various organisations.

DETAILS

OUTCOMES

Organisational Development & Community Representation

AGM held with election of new committee members. Group achievements, partnerships, and future plans reviewed. Chairperson received Lifetime Achievement Award; group received Outstanding Achievement in Health & Wellbeing Award.

Improved governance and strong organisational structure. Strengthened partnerships and community trust. Volunteers and leadership recognised, increasing motivation and visibility of the group.

Holidays & Community Activities Programme

A year-round programme funded by Falkirk Council. Included Easter & Summer holiday activities such as crafts, cooking, creative arts, picnics, museum visits, train rides, outdoor play, and healthy meals for children and families.

Supported children's wellbeing through fun, learning and social connection. Provided free meals and safe activities during school holidays. Strengthened family bonds and reduced social isolation.

Project Rainbow Hen Shed

An ongoing environmental and outdoor-learning project in partnership with TCV, funded by the Ethnic Minority Development Fund and National Lottery. Activities included gardening, outdoor cooking, woodwork, and nature sessions at Jupiter Urban Wildlife Centre.

Improved mental and physical wellbeing through nature-based activities. Developed practical skills such as gardening and woodwork. Increased social connection and environmental awareness among women and families.

Women's Health & Wellbeing Programme

Regular yoga, mindfulness, gymnastics sessions for children, and wellbeing workshops funded through Community Empowerment Grant and National Lottery support.

Improved mental and physical health of women and families. Increased community participation, confidence, and long-term wellbeing habits.

Women Empowerment & Skills Development

Aspiring Mums entrepreneurship workshop, first-aid, food hygiene, personal development trainings, and leadership/volunteer awards at CVS Falkirk

Builds skills, confidence, leadership, and recognition for women

Senior Citizens
Support &
Engagement
Project

Recreational trip for senior
women funded by Age
Scotland

Improves wellbeing, social
interaction, and
intergenerational inclusion

Humanitarian &
Charitable
Projects

Pre-Eid fundraiser (£487.66 for
Gaza), Charity Iftaar dinner (£3000 for
Gaza), and installation of the 7th
water filtration plant in Pakistan.

Supported vulnerable communities
internationally. Increased community
engagement in charitable work and
strengthened the organisation's
humanitarian impact.

Education &
Children's
Learning
Projects

British Science Week gardening
project, Dynamic Earth Marine Life
workshops, and crafting/arts
sessions for children

Enhances children's learning,
creativity, and engagement with
science and arts



This year was a proud milestone for the Rainbow Muslim Women's Group and the Falkirk community. Our Chairperson, [REDACTED], who has served the Falkirk and Forth Valley community for 25 years, was honoured with the **Lifetime Achievement Award** for her unwavering dedication. The ceremony at Grange Manor Hotel highlighted her decades of service, including fundraising for international disaster relief and providing hot meals to Ukrainian refugees.

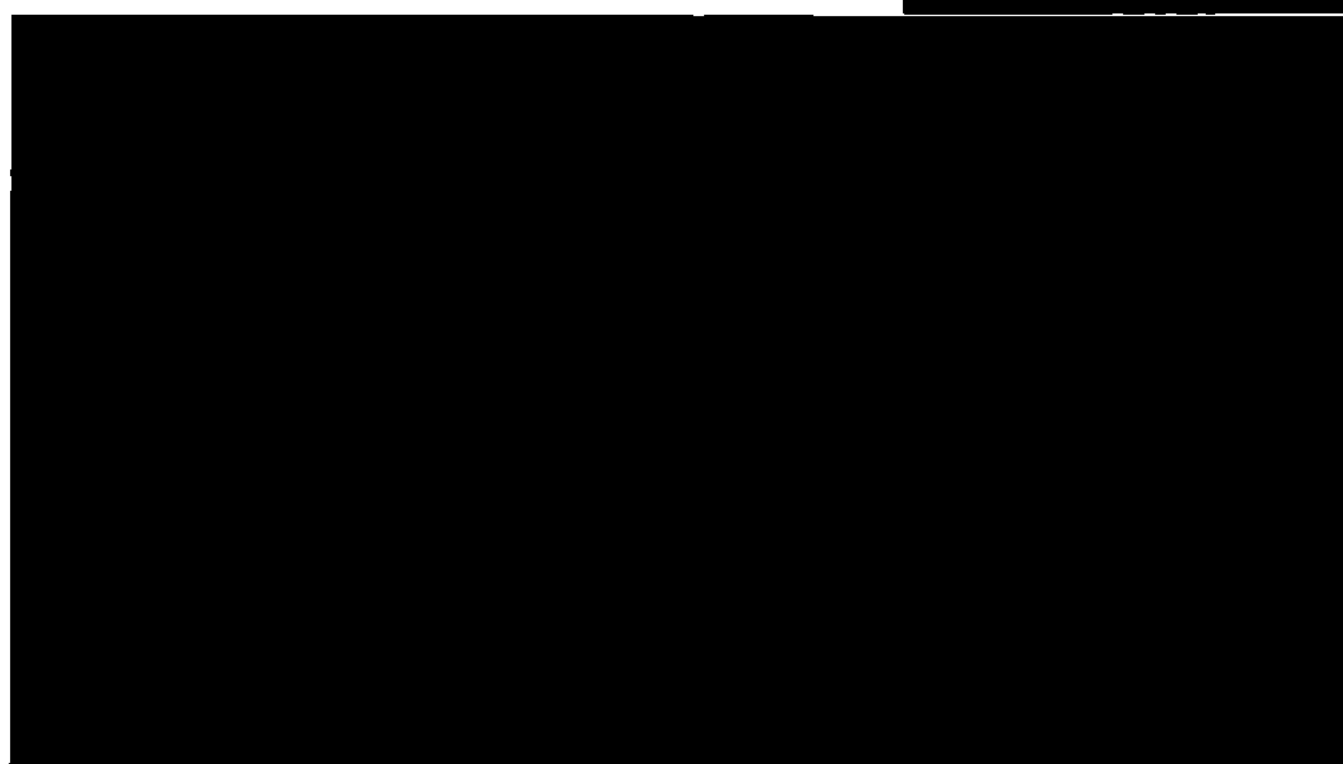
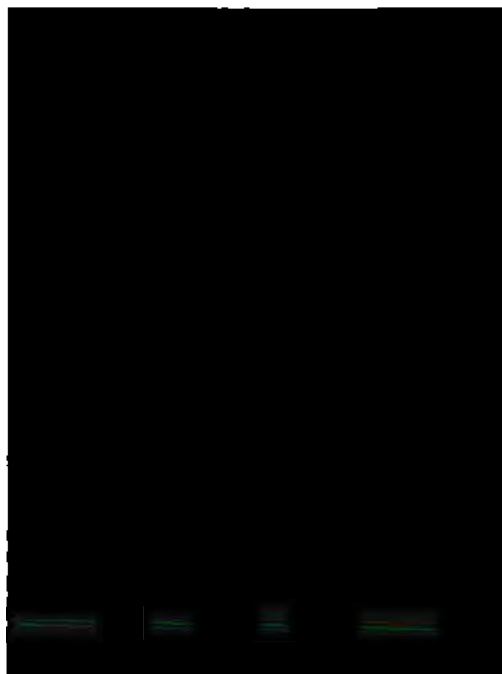
[REDACTED] is the heart of the Rainbow Muslim Women's Group, and under her guidance, over 50 volunteers deliver programmes that support mental, physical, and social wellbeing. Popular initiatives include cooking and yoga sessions, food hygiene and first aid training, personal development, and women's empowerment workshops.

Adding to the celebrations, the group also received the **Outstanding Achievement in Health and Wellbeing Award**, recognising our ongoing commitment to community health. We extend heartfelt thanks to our funders, partners, and volunteers, and to [REDACTED], CVS Falkirk, and the judging panel for recognising our work.

[REDACTED]

During our AGM this year, new committee members were selected. We looked back at our last two years' progress, achievements and experiences and pledged to move forward to create a bigger positive impact in the community. We were extremely honoured to have esteemed guests including [REDACTED] from CVS Fa [REDACTED] ciation The brave heart [REDACTED] tion among many others who have been a part of our journey through the years.

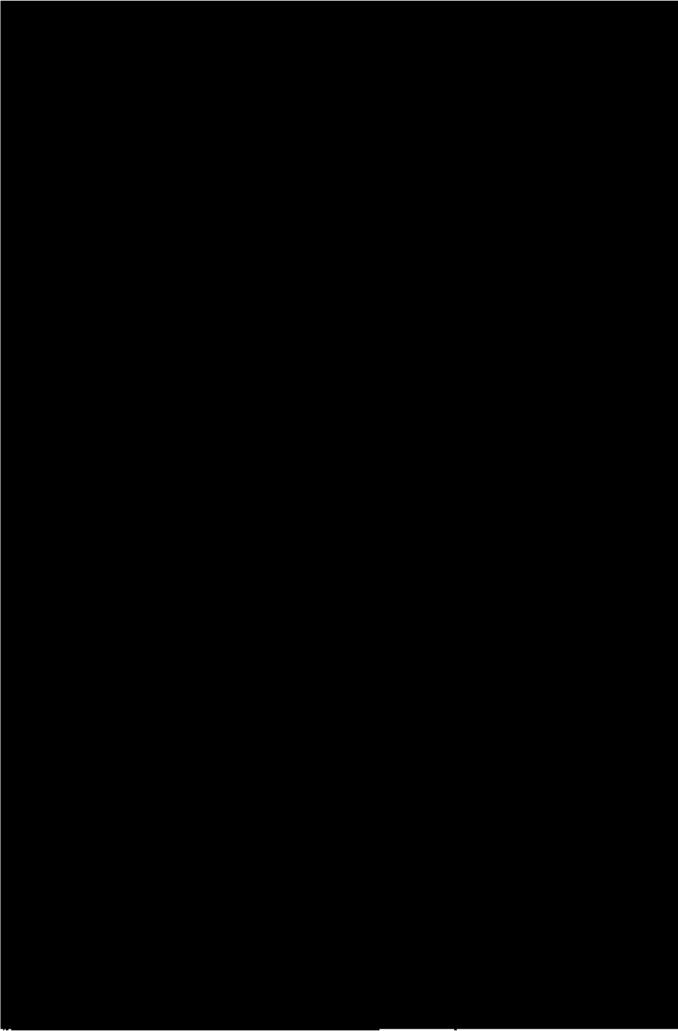
Some of the senior members of the Rainbow Group participated in the **Tape Letters Scotland initiative** — a unique oral-history project that documents the tradition within the **Scottish Pakistani community** of sending recorded voice messages on cassette tapes between the 1960s and 1980s. As part of this project, our members shared their personal stories and experiences. We also attended the exhibition launch at the **Museum of Edinburgh**, where these powerful intergenerational narratives were showcased.



Holiday Trip – Bo'ness Museum of Scottish Railways & Bo'ness and Kinneil Steam Railway

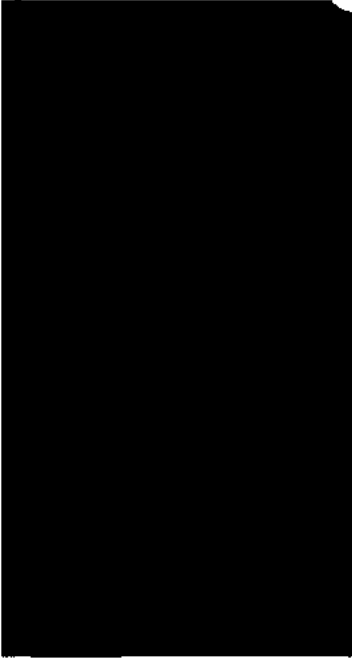
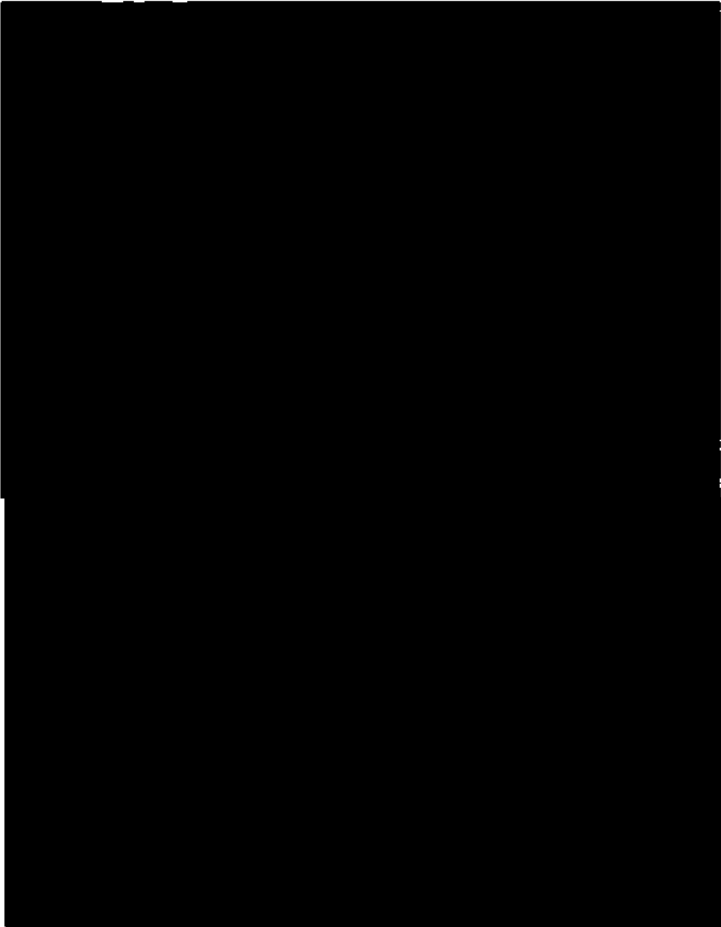
During the holidays, children and families had the opportunity to explore history and enjoy a fun-filled day at the Bo'ness Museum of Scottish Railways and Bo'ness and Kinneil Steam Railway, thanks to the support of Falkirk Council. Participants were thrilled to board a historical steam train, experiencing firsthand the sights and sounds of a bygone era. The museum visit was equally captivating, with children particularly fascinated by the Royal Mail train, where they had the chance to sort letters, including those bound for imaginative destinations like Hogwarts and Sodor. The trip combined learning with enjoyment, offering a hands-on understanding of railway history while sparking curiosity and excitement. The day concluded with a delightful picnic in the nearby picnic area, allowing families to relax, socialise, and reflect on the memorable experiences of the day. This outing provided a perfect balance of education, recreation, and community bonding.





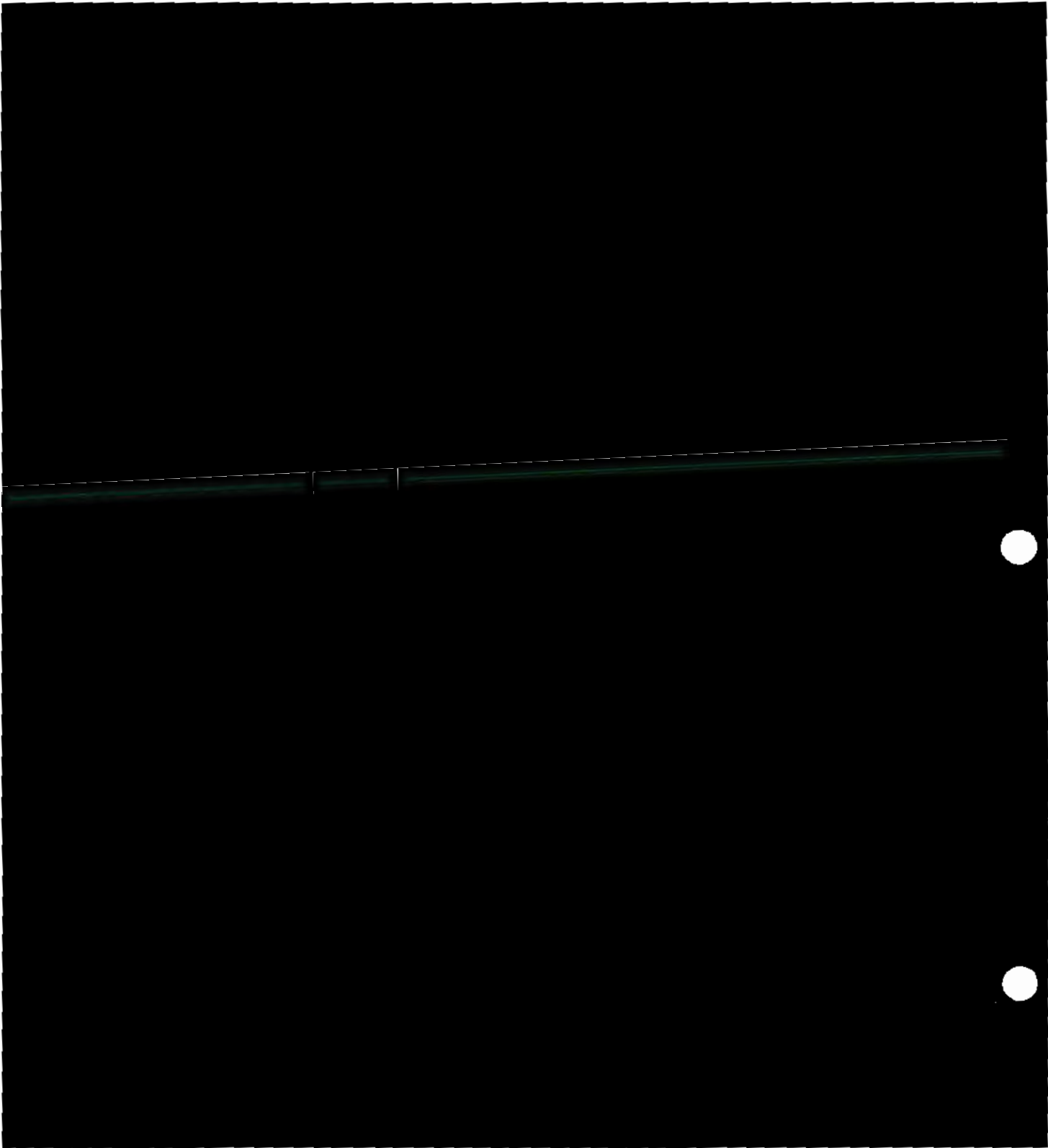
Outdoor Walk and Play Session – Helix Park, Falkirk

As part of our Easter holidays food and activities programme, children and families enjoyed a fun-filled outdoor walk and play session at Helix Park, Falkirk, supported by Falkirk Council. Participants explored the walking tracks, climbed and played on the park's climbing frames, and engaged in energetic outdoor games such as football. The sunny weather added to the enjoyment, creating a perfect day for physical activity, social interaction, and fun in nature. The session also included a delightful picnic, with a menu of chicken pulao, vegetable and yogurt raita, fresh fruits like oranges and bananas, and cakes. Sharing the meal together enhanced the sense of community and brought joy to both children and their families. This activity marked the successful conclusion of our Easter holidays food and activities project, providing memorable experiences, promoting wellbeing, and encouraging active, healthy lifestyles.



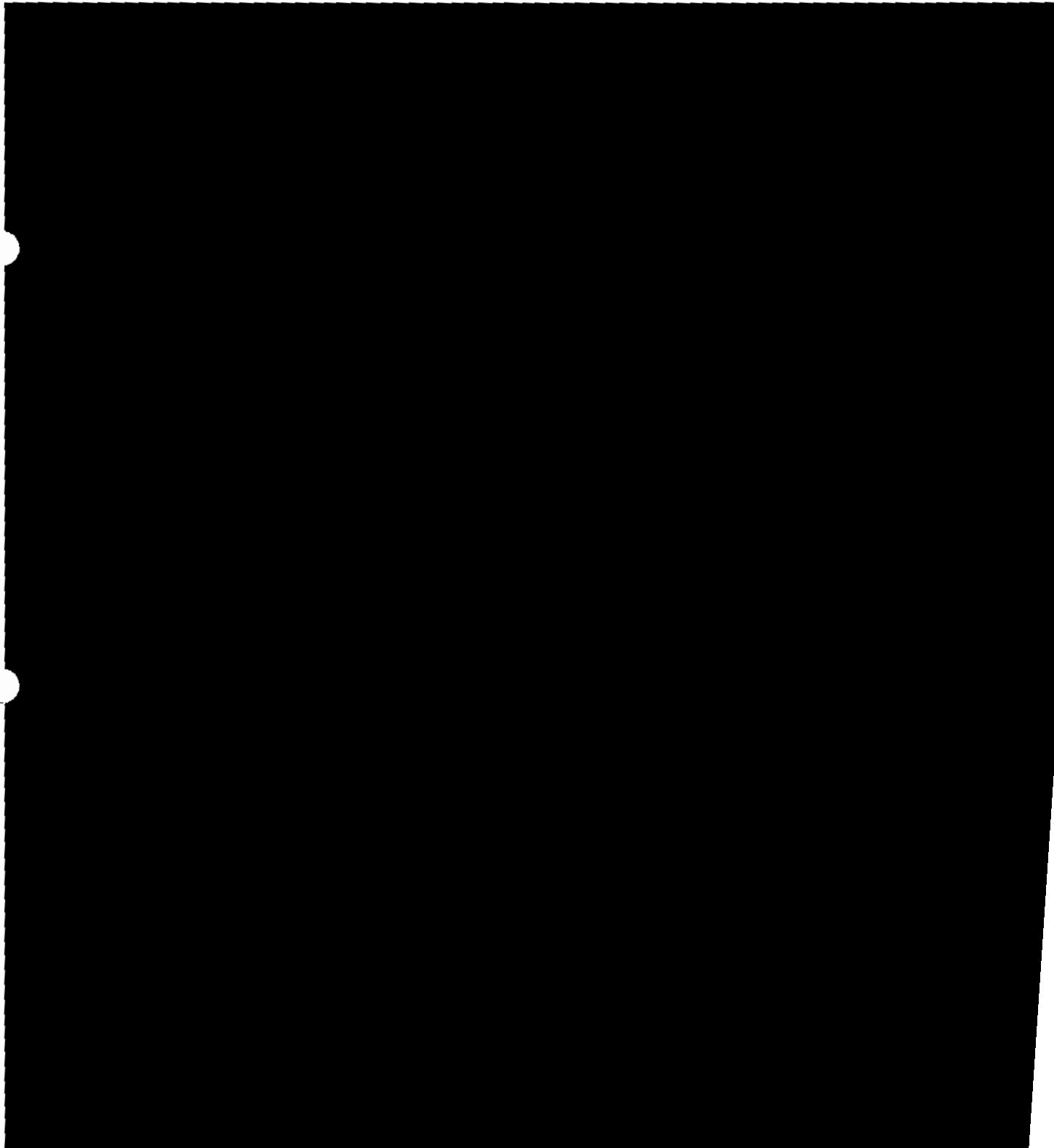
Creative Money Box Painting Session – Holiday Activities

As part of our holiday activities, children participated in a fun and creative session where they painted their own ceramic money boxes using colourful paints. Each child received a complete set, including a ceramic box, paint set, and brushes, allowing them to express their imagination and artistic skills freely. In addition to the painting activity, some of our volunteers added to the festive atmosphere by creating intricate henna patterns on the hands of both children and adults, enhancing the sense of celebration and cultural learning. After the creative session, all participants came together to enjoy a delicious meal, featuring a variety of dishes including chickpea salad, doner kebab, French fries, pizza, fresh fruits, drinks, and juices. This session not only nurtured creativity and fine motor skills but also fostered social interaction, cultural engagement, and a sense of community among the participants.



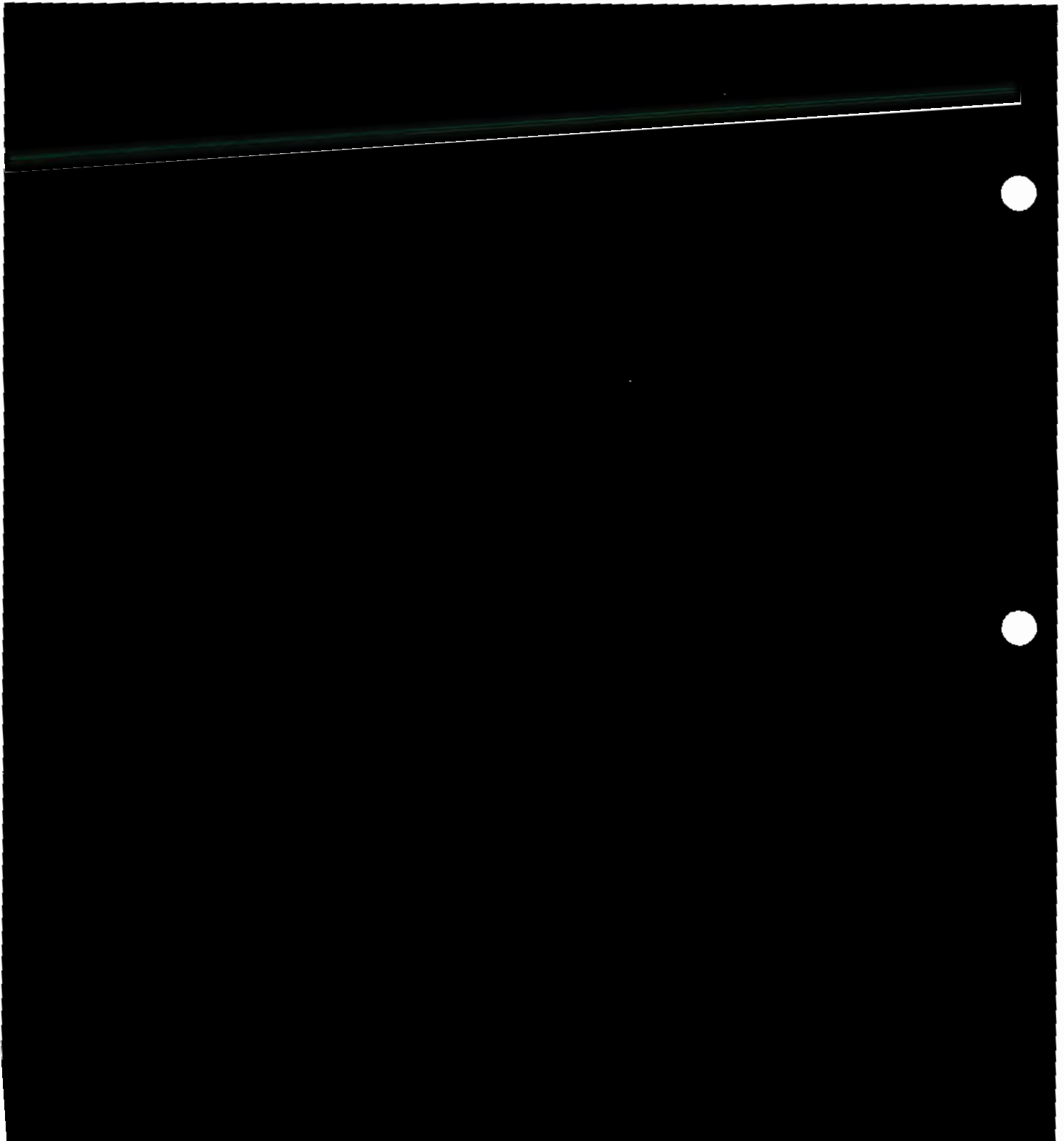
A picnic and sports event was organised at **callendar Park**. This event was free for women and children. Children enjoyed playing team sports and individual games as well. It was a great opportunity for children to catch up and connect with their friends. One of the volunteers was also making henna patterns on hands. There was face painting as well which was kindly organised by **Falkirk new Scots group**. At the end lunch was provided which included chicken pulao rice, tuna sandwiches, egg mayo sandwiches, cookies and fresh fruits.

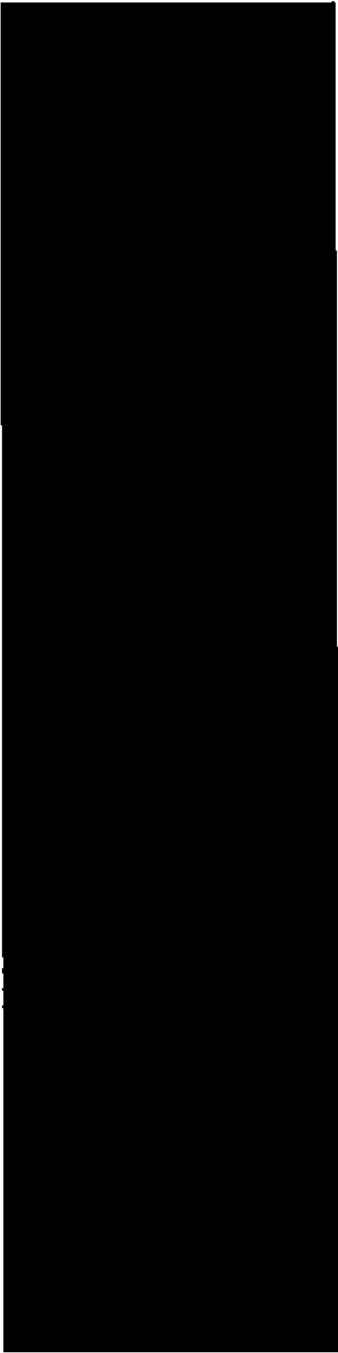
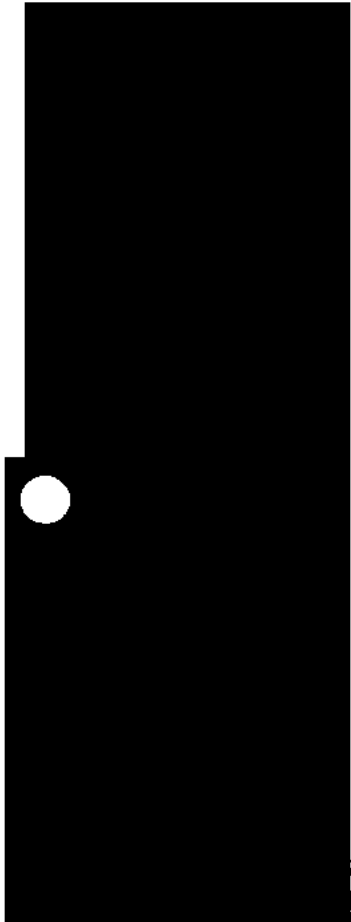
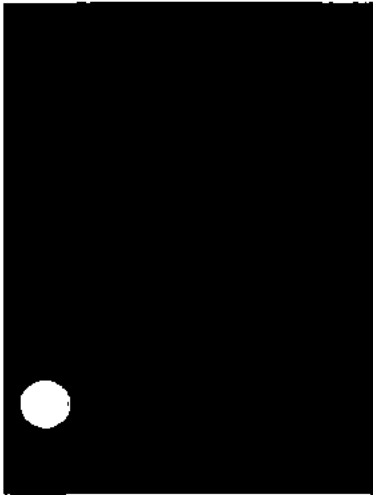
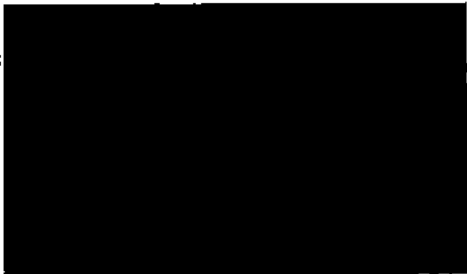
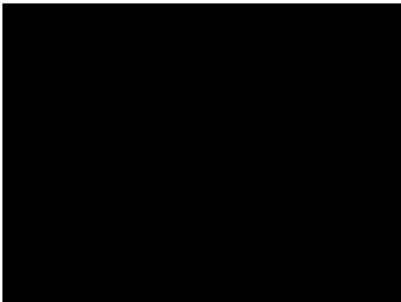
On one of the holydays, children created their own "**City-scapes**" using various paint and pencil mediums. This session was conducted by the lovely people of **The creative centre**. To get the most out of the day's lovely weather, we had a picnic at dollar park afterwards. Everyone had samosas, spring rolls, fries, fresh salad and fruits which was followed by play in dollar park. All in all a day we'll spent with fabulous company and delicious food.



We collaborated with **kite club of scotland and D2, the creative centre** to organise kite festival. It was a two day family event and was open for all. On Day one, the attendees made their own kites at D2 centre and On day 2 a colourful kite flying outdoor activity was arranged. This event was a part of Refugee week Scotland celebrations and was kindly funded by **Scottish refugee Council**.

Scottish Refugee Council . Special thanks to the amazing [REDACTED] for all her efforts in organising such a fun activity for the community.





Summer Holidays Art & Outdoor Activity Session – D2, The Creative Centre

During the summer holidays, children participated in a creative and engaging art session at D2, The Creative Centre, where they used acrylic paints to design and bring their own landscapes to life.

The session encouraged artistic expression, imagination, and fine motor skills, while providing a supportive environment for children to explore their creativity. After the painting activity, participants enjoyed a delicious meal of grilled chicken, fries, pita bread, and fresh fruits, offering a well-rounded and enjoyable experience. The day concluded with outdoor play at Dollar Park, where children had the opportunity to socialise, be active, and enjoy games in the fresh air. This combination of creativity, nutrition, and outdoor activity provided a balanced, enriching, and memorable experience for all the children involved.

Outdoor Holiday Picnics

As part of our holiday activities, we organised a series of outdoor picnics that provided children and families with opportunities to relax, socialise, and enjoy nature together. Participants engaged in a variety of outdoor games, explored walking trails, and spent quality time connecting with friends and peers in a safe and welcoming environment.

Nutritious and delicious meals were provided, adding to the enjoyment of the day. These picnics not only offered a fun and healthy way to spend the holidays but also fostered community bonding, physical activity, and a sense of well-being for all who attended.

We organised a **mums and kids cooking session**. Children made sandwiches, pizzas and smoothies with their mums. A couple of our lovely volunteers cooked chicken pulao, mint sauce and mixed salad. Children enjoyed spending time with their mums and friends to create healthy snacks while learning some life skills. Children were encouraged to drink sugar free healthy smoothies. Lunch was followed by outdoor play in the adjacent park.

TRIP TO ALMOND VALLEY HERITAGE CENTRE:



The visit to Almond Valley was such a fun day. There was something for every age group. Children enjoyed looking at the animals and museums. They were really interested in the mill and little historical tid bits that were highlighted throughout the space. Lots of outdoor fun and play was followed by delicious picnic. We enjoyed pulao rice, burgers, sandwiches, drumsticks and ice cream at end of the day.. photos don't do justice to the laughter and joy but here are a few shots of the day...

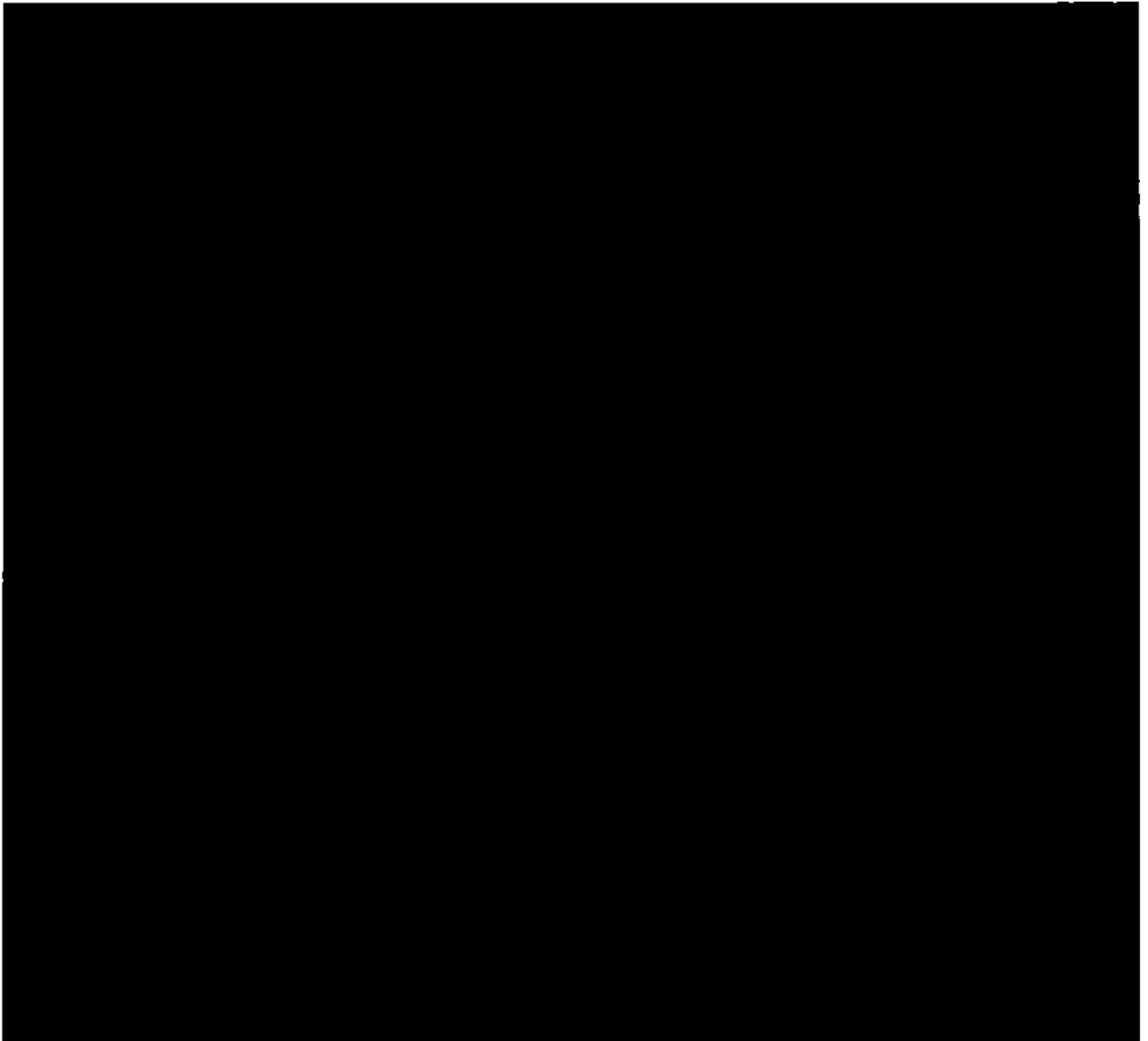
Falkirk Council Almond Valley Heritage Centre

Outdoor Cultural Event

We organised a vibrant outdoor cultural event that brought families together for a joyful day of connection and celebration. Children spent quality time with one another, strengthening friendships as they enjoyed a variety of fun outdoor games and activities. The atmosphere was filled with laughter, energy, and creativity as young participants explored, played, and learned in an open and inclusive environment. Everyone also enjoyed a delicious spread of food, adding to the festive spirit of the day. The event offered a wonderful opportunity for children and families to celebrate culture, build community bonds, and create lasting memories together.

Canal Boat Trip

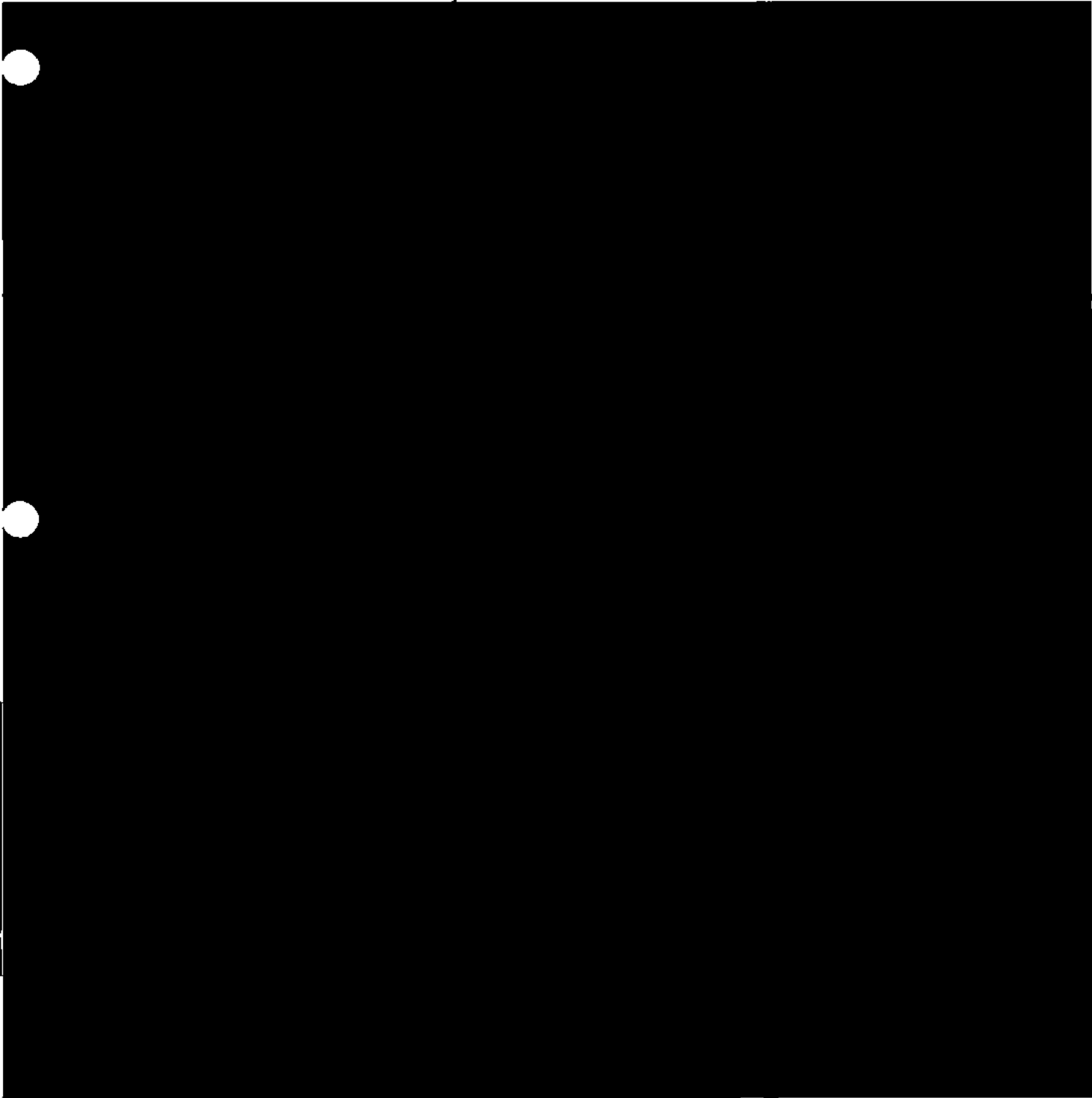
We would like to thank **Seagull Trust Cruises** – Falkirk for providing our group with a wonderful and relaxing canal boat experience. The trip offered a peaceful environment where women and families could enjoy nature, socialise, and unwind together. The friendly crew made the experience even more memorable through their warm hospitality and support. It was a refreshing and enjoyable outing that contributed greatly to the wellbeing of our members.



Cultural Celebration with The Edinburgh Chinese Arts Association

As part of our ongoing commitment to celebrate cultural diversity and community engagement, the Rainbow Muslim Women's Group hosted a vibrant cultural event in collaboration with **The Edinburgh Chinese Arts**

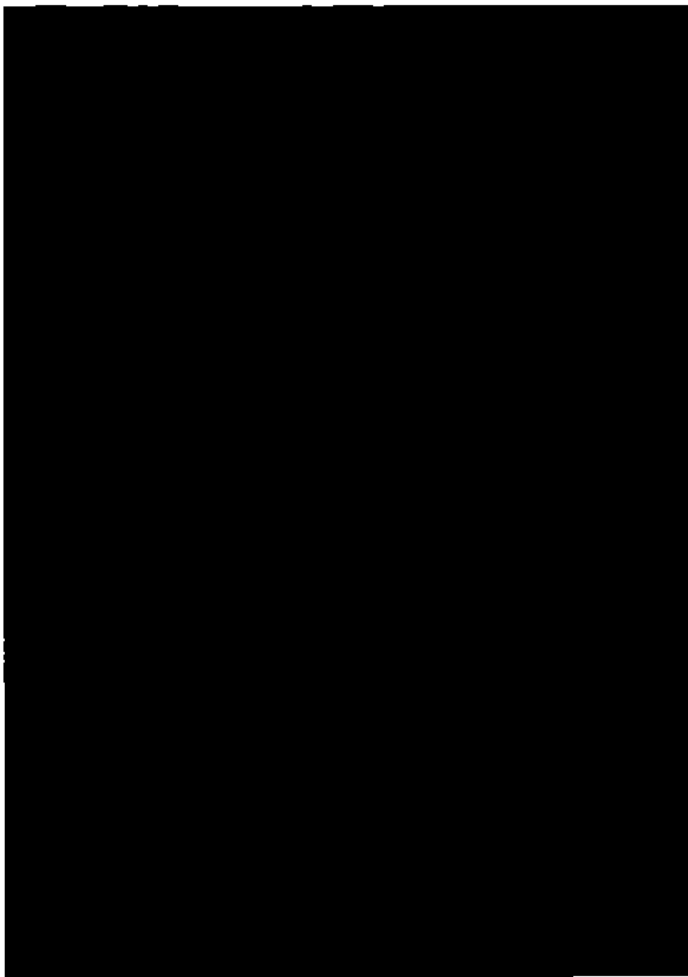
Association. The event featured traditional folk performances, interactive activities, and opportunities for participants to learn about Chinese arts and culture. This initiative, supported by Falkirk Council's Community Empowerment Grant, provided a platform for cross-cultural exchange, strengthened community connections, and encouraged inclusivity within our local area.



Project Rainbow Hen Shed

The project began with an introductory gardening session, during which participants planted flowers in the newly prepared flower beds. This marked the first step in creating a welcoming and engaging outdoor space for the group.

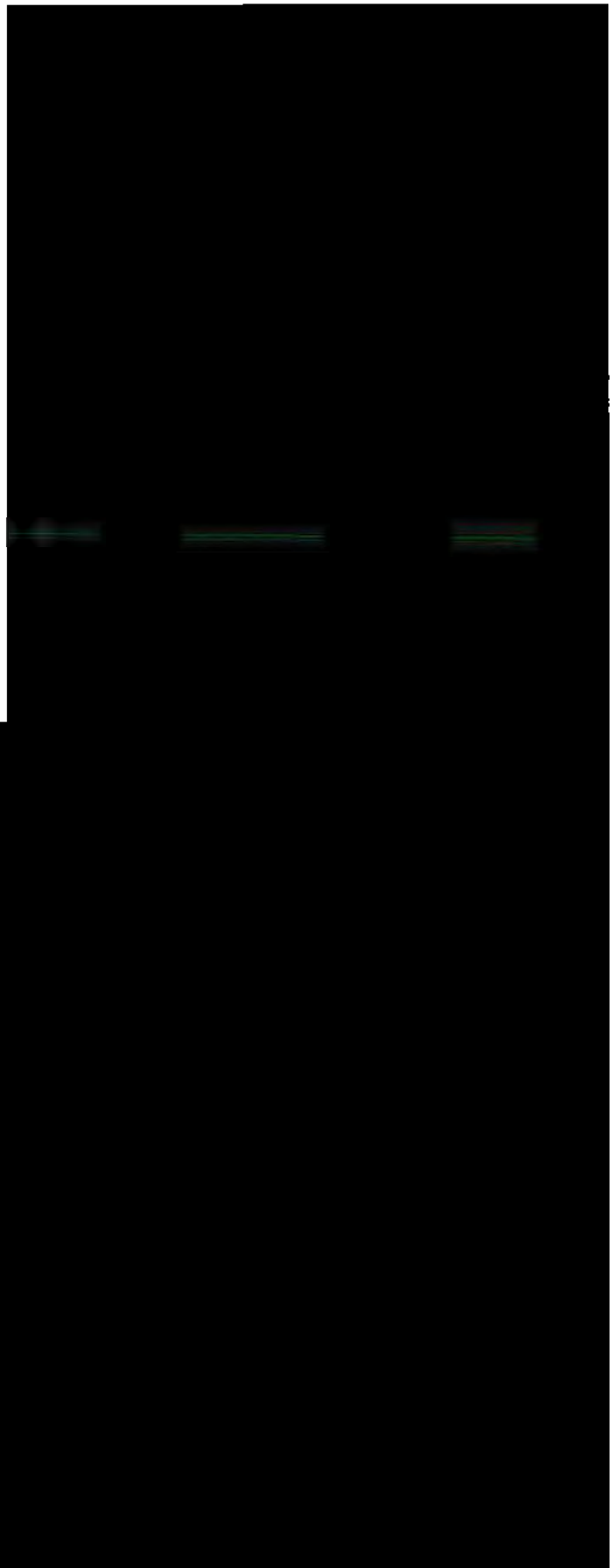
Project Rainbow Hen Shed is being delivered in partnership with **TCV – The Conservation Volunteers** and is generously funded by **the Ethnic Minority Development Fund** and **The National Lottery Community Fund Scotland**.



As part of the project activities, the group visited **Jupiter Urban Wildlife Centre**, where participants enjoyed a hands-on outdoor session that included cooking and gardening. The visit offered an opportunity to connect with nature, learn new skills, and strengthen community bonds. **Project Hen Shed** is being delivered in collaboration with TCV – The Conservation Volunteers, with funding support from the **Ethnic Minority Development Fund and The National Lottery Community Fund Scotland**.



Rainbow Hen Shed –
Woodwork Activity
As part of the Rainbow
Hen Shed Project,
supported by **TCV – The**
Conservation Volunteers
and funded by The
National Lottery
Community Fund
Scotland, participants took
part in practical woodwork
activities. These hands-on
sessions helped build
confidence, develop new
skills, and strengthen
connections among
women within the
community.

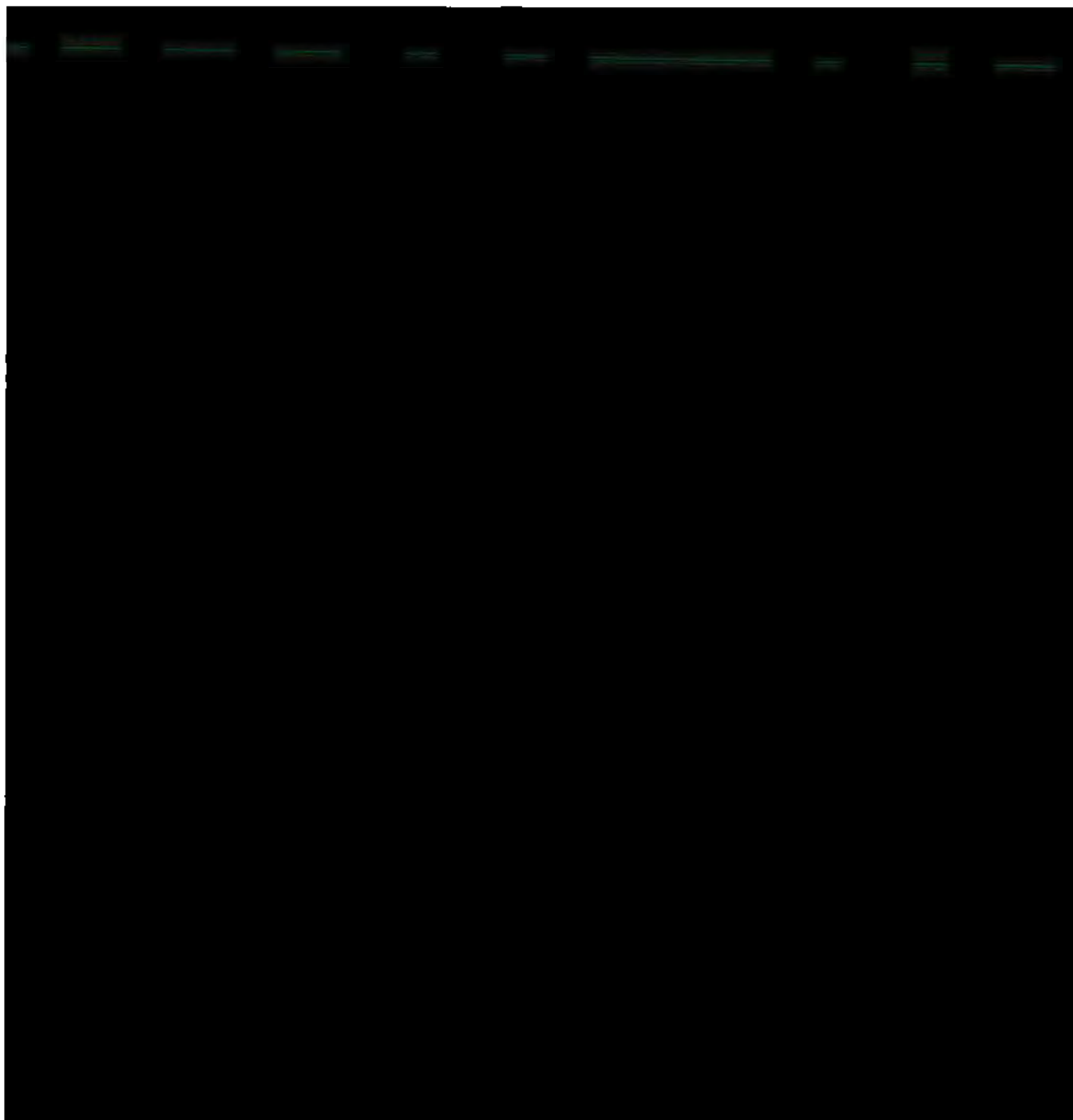


Herb-Collecting Session in the Woods – Rainbow Hen Shed

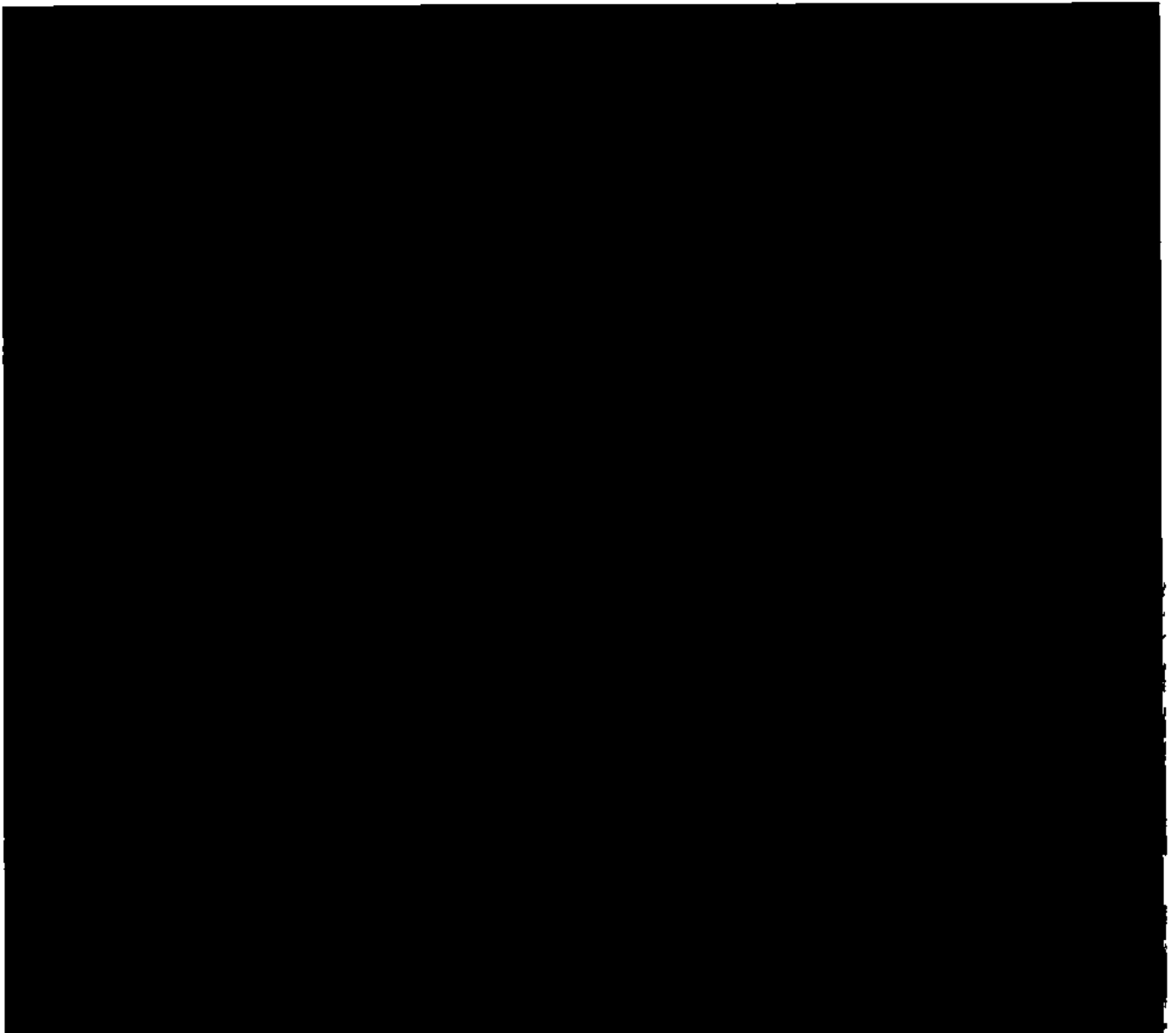
Another successful and enriching session took place as part of the Rainbow Hen Shed programme, where participants spent time in the woods learning about local herbs, their uses, and sustainable gathering practices. Guided by experienced facilitators, women explored the natural environment, identified various plants, and collected herbs that could be used for cooking, wellbeing, and traditional remedies.

This hands-on activity not only deepened their connection to nature but also promoted outdoor learning, confidence, and environmental awareness. We are grateful to **The National Lottery Community Fund** and **TCV – The Conservation Volunteers** for their invaluable support, which makes these educational and empowering sessions possible.

As part of our **Hen Shed project**, we delivered regular hands-on woodwork sessions that provided women with a creative, practical, and confidence-building learning experience. Participants learned basic woodworking skills, worked on small projects, and enjoyed the opportunity to connect, socialise, and support one another in a relaxed environment. These sessions played a valuable role in promoting wellbeing, reducing isolation, and encouraging women to explore new hobbies. We extend our heartfelt thanks to **The National Lottery Community Fund Scotland and TCV – The Conservation Volunteers** for their continued support in making these empowering activities possible.



As part of the **Rainbow Hen Shed project**, we also organised a combined woodwork and traditional bread-making session, offering women a unique blend of practical skills and cultural connection. Participants engaged in simple woodworking tasks while also learning to prepare and cook fresh bread on the tandoor, an activity that brought back warm memories for many and created a welcoming, communal atmosphere. The session encouraged teamwork, confidence, and creativity, while also providing a meaningful space for women to relax and bond. We are deeply grateful to **TCV – The Conservation Volunteers** and **The National Lottery Community Fund Scotland** for supporting this initiative and helping us deliver such enriching and enjoyable experiences for our community.



We are grateful to **Age Scotland** for funding a wonderful recreational trip for our senior members. The group enjoyed a visit to the **Kelvingrove Art Gallery and Museum**, where they explored the exhibitions and spent valuable time together.

The trip concluded with a shared lunch at **Kebabish Restaurant**, providing a warm and social environment for everyone. We extend special thanks to the amazing team at **Kelvingrove** for kindly arranging a dedicated space for prayer, ensuring all participants felt comfortable and included.

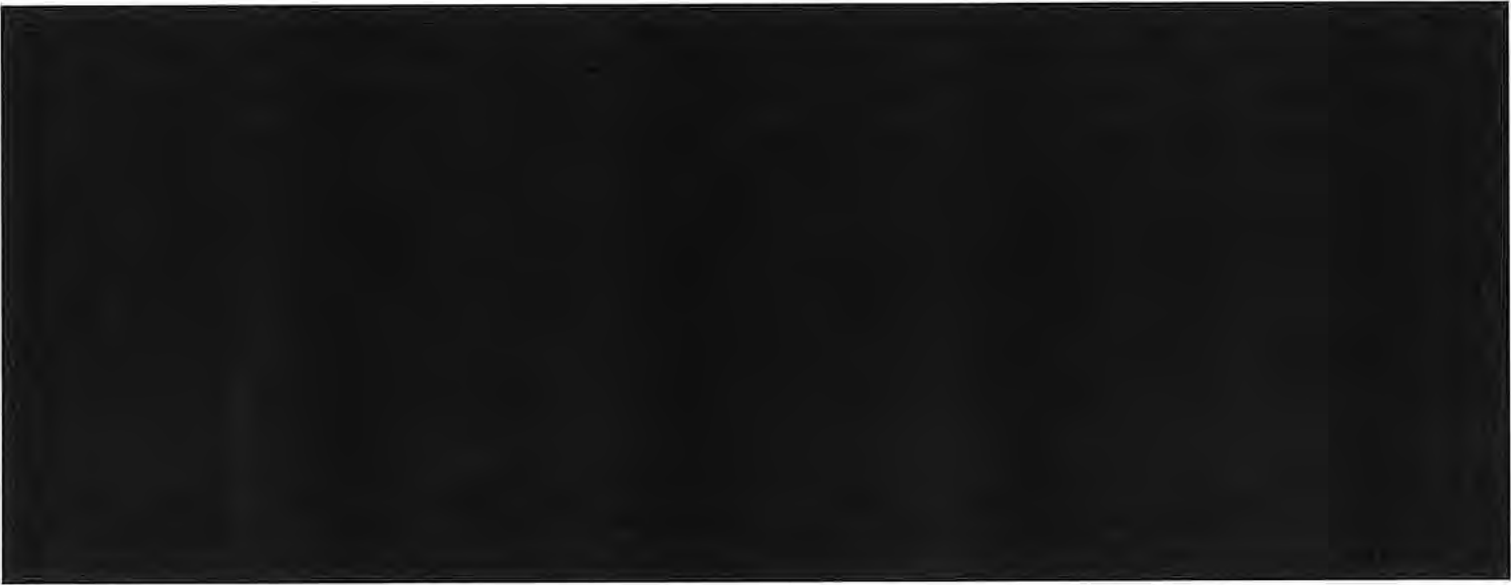
International Women's Day Celebration

In celebration of International Women's Day, the Rainbow Muslim Women's Group hosted a vibrant event embracing the theme: "A woman is the full circle. Within her is the power to create, nurture, and transform" – [REDACTED]. Participants enjoyed delicious food, henna, relaxing massages, and great company, creating a joyful and empowering experience. This event, supported by **Corra Foundation**, celebrated women's achievements and fostered community connection.



Aspiring Mums – Women Entrepreneurship Workshop

The Aspiring Mums programme hosted a workshop on women's entrepreneurship, providing participants with guidance, inspiration, and practical skills to develop their own business ideas. The session empowered women to explore their potential, build confidence, and take steps toward economic independence.

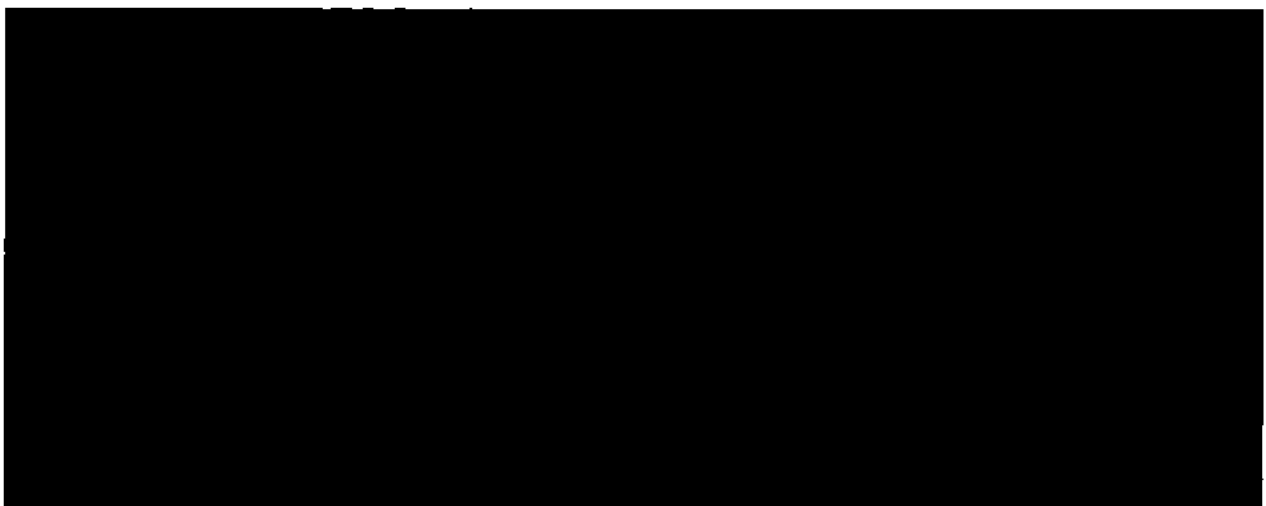


British Science Week – Home Gardening Initiative

As part of this year's British Science Week, we encouraged participants to engage in home gardening activities. The sessions provided hands-on learning about plants and their care, and at the end, fruit trees were distributed for participants to grow in their own spaces. This initiative promoted environmental awareness, responsibility, and a connection with nature while supporting practical learning for all ages.



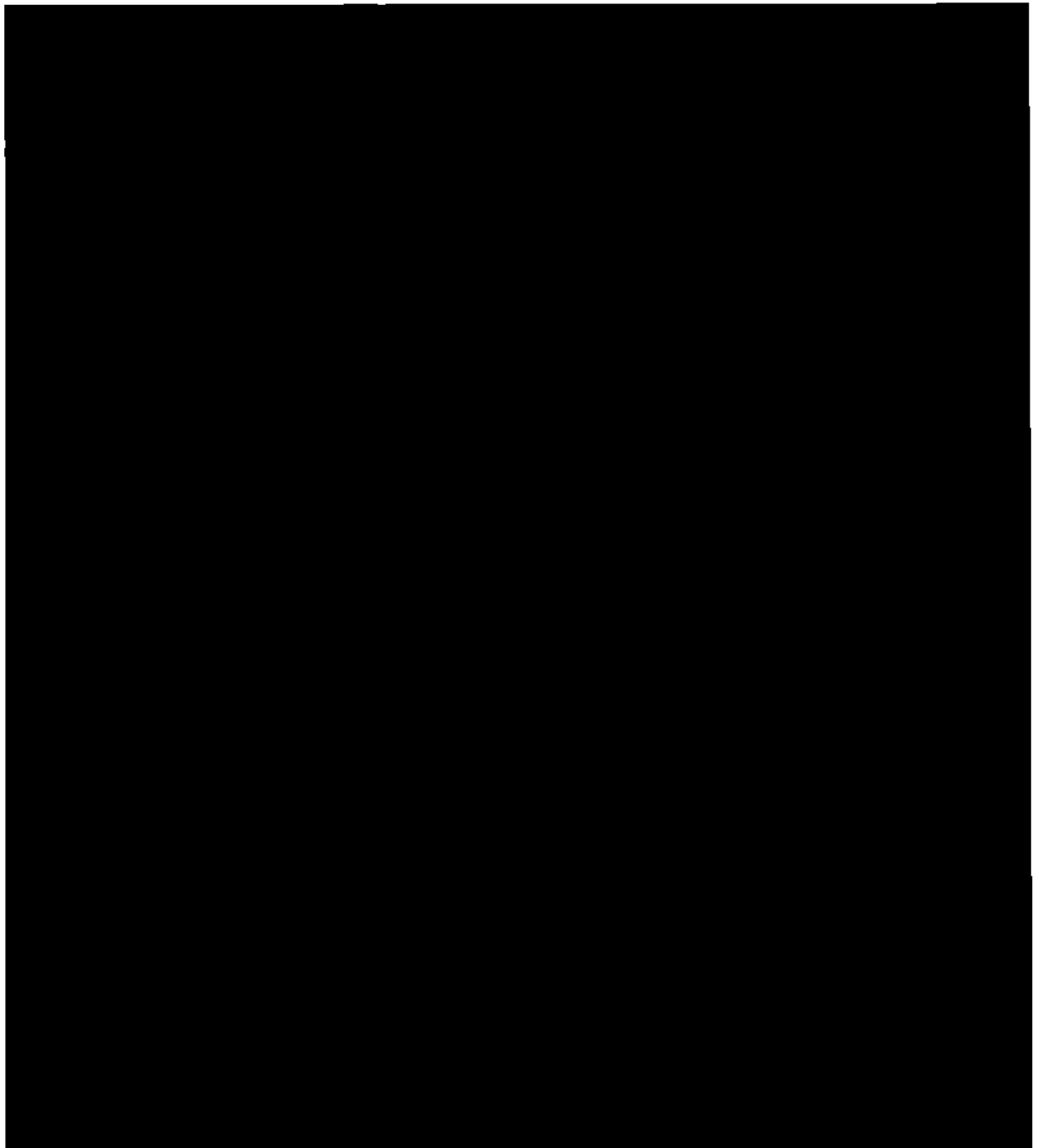
Sauerkraut making session at Rainbow group



Autumn Cooking Session

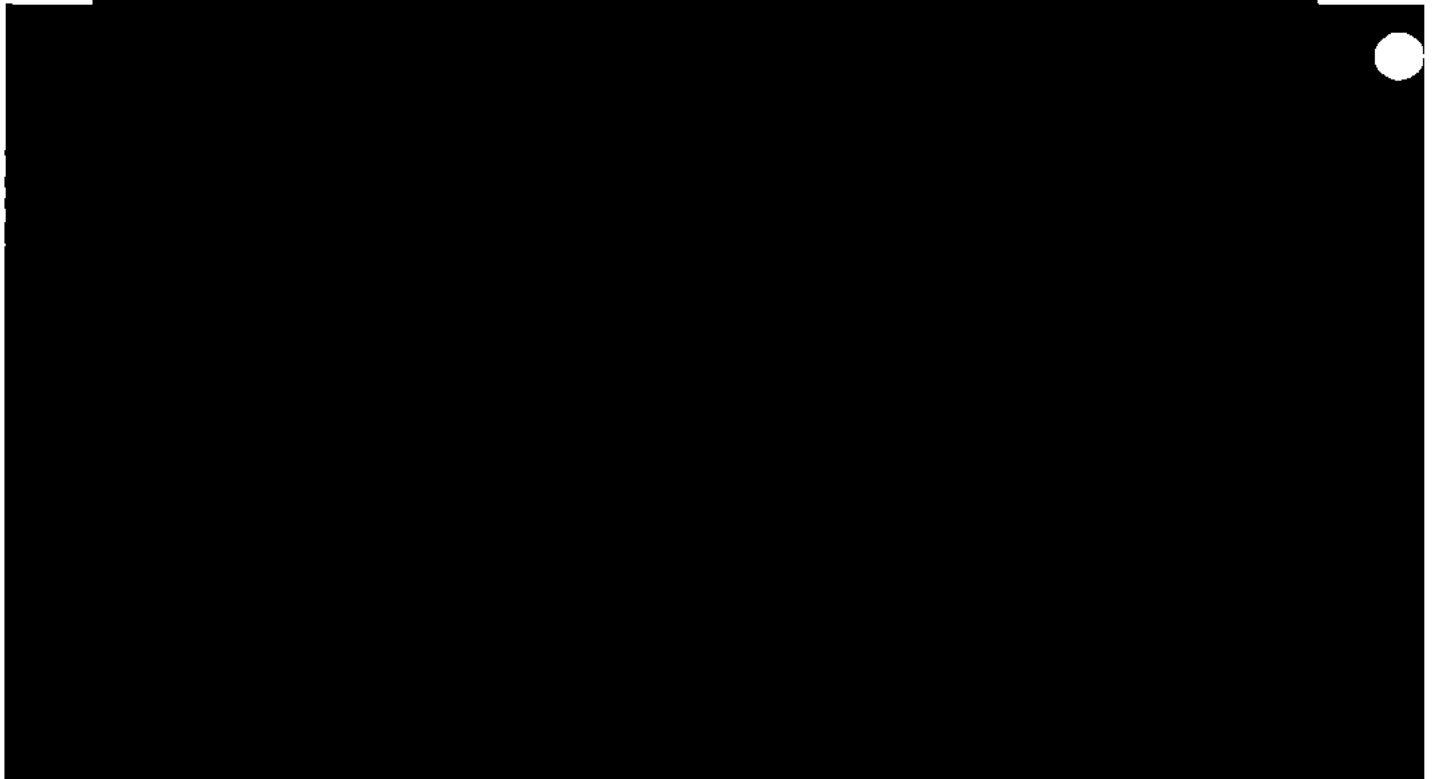
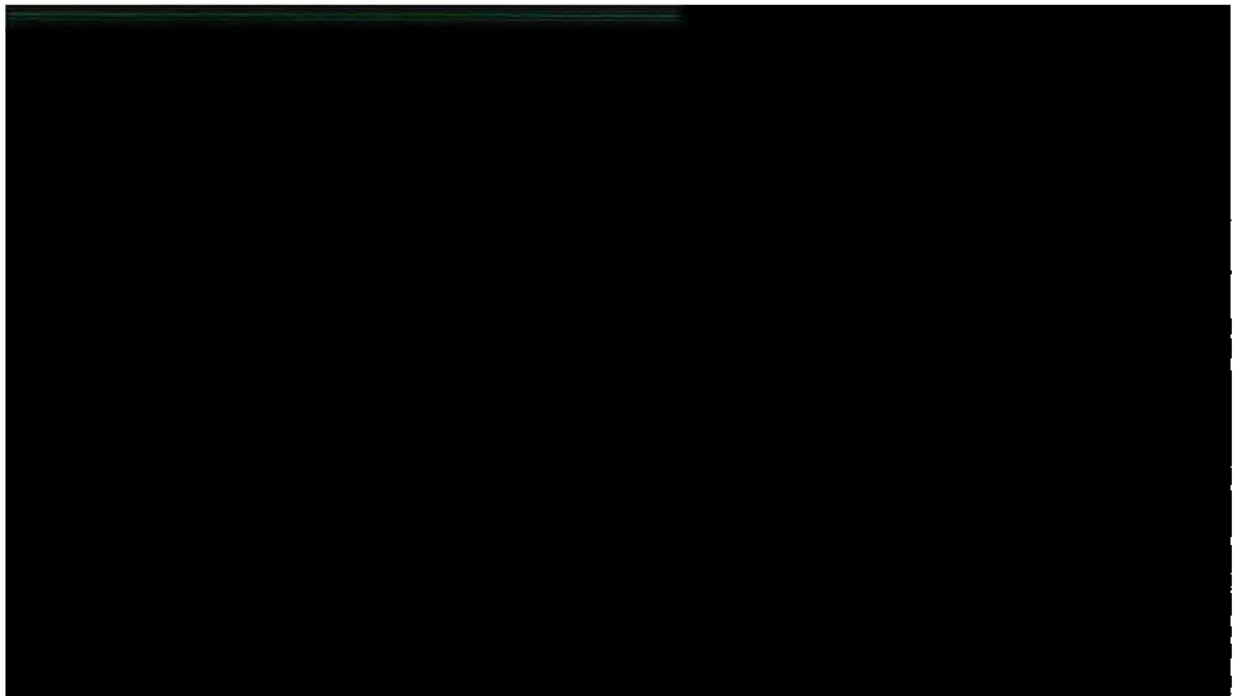
To celebrate the warmth and colours of autumn, we organised a special cooking session where participants came together to enjoy delicious seasonal food and learn new culinary skills. The session created a welcoming space for women and families to connect, share recipes, and experience the joy of cooking together. With guidance and hands-on participation, everyone had the opportunity to prepare wholesome dishes while strengthening community bonds.

This activity was proudly funded through the Community Empowerment Grant provided by **Falkirk Council**, whose support enabled us to deliver an enjoyable, educational, and culturally enriching experience for all.



Community Cooking Session – Avonbridge

As part of our ongoing efforts to foster community connection and promote healthy living, we organised a community cooking session in Avonbridge. Women and families from the area came together to prepare and share nutritious meals, learning new recipes and techniques while enjoying a warm and welcoming atmosphere. This session not only encouraged confidence in home cooking but also strengthened social ties among participants. The activity was delivered through the Community Empowerment Grant funded by **Falkirk Council**, whose continued support enables us to bring meaningful and engaging programmes to communities across Falkirk.



Family Ceilidh Event

A vibrant family ceilidh was organised in collaboration with **Causeaway Music Project and Blackwood Music Academy**, bringing together community members for an evening of music, dance, and cultural celebration. The event also supported our fundraising efforts, generating **£94.87** to contribute towards our ongoing community activities.

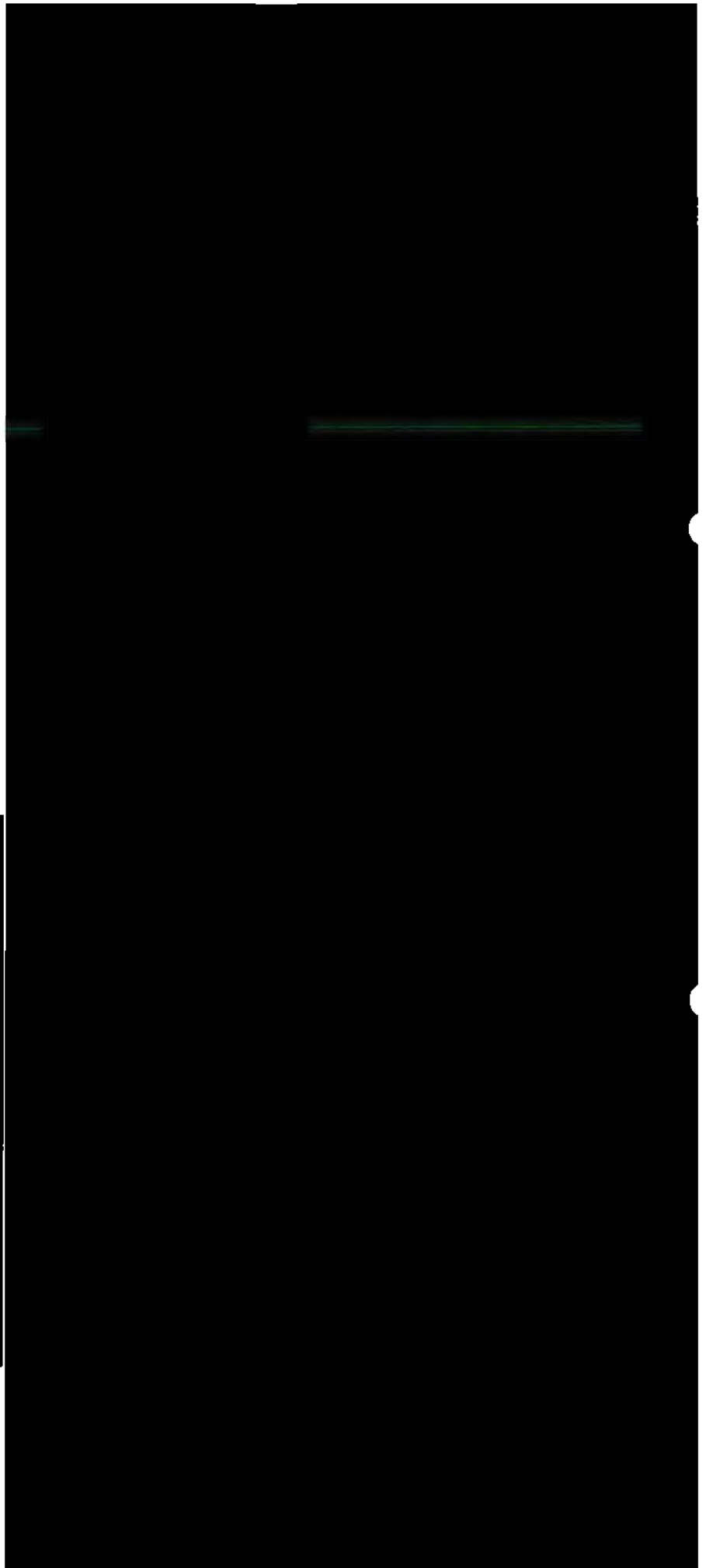
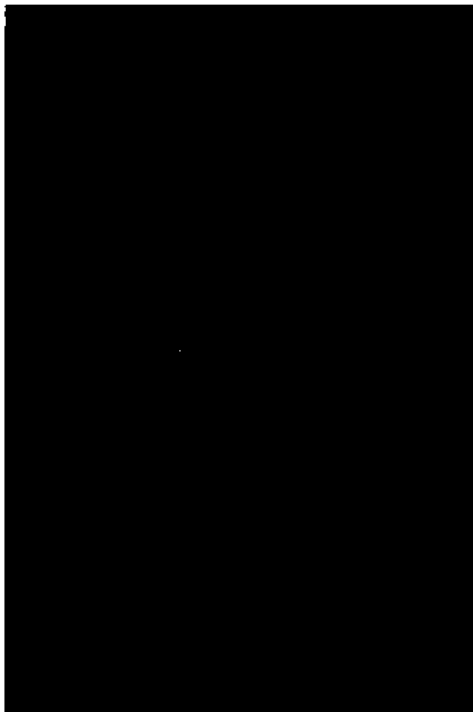


Charity Iftar Dinner for Gaza

With the generous support of the community and an excellent turnout, the Rainbow Muslim Women's Group successfully raised **£3,000 for Gaza** through our charity Iftar dinner. This achievement was made possible thanks to the contributions of local businesses, including **New Taj Mahal Falkirk, Naz Tandoori, Sanam Tandoori, Kebabish (Graham's Road), Little Asia, and Thistle Cash and Carry**, who generously donated food and groceries. We also extend our gratitude to the management of **St Francis Church Hall, Falkirk** for providing the hall and kitchen. Most importantly, this success reflects the dedication and hard work of our extraordinary team of volunteers who came together to make this event a resounding success.



Thanks to the generous donations from our local community, the Rainbow Muslim Women Group was able to provide hot meals for the people of **war-stricken Gaza**. This effort reflects the compassion and collective spirit of our members, volunteers, and supporters, who came together to offer relief during an extremely challenging time. Through this initiative, we were able to extend a message of solidarity, humanity, and hope to those suffering in crisis. We remain deeply grateful to everyone who contributed towards making this act of support possible.

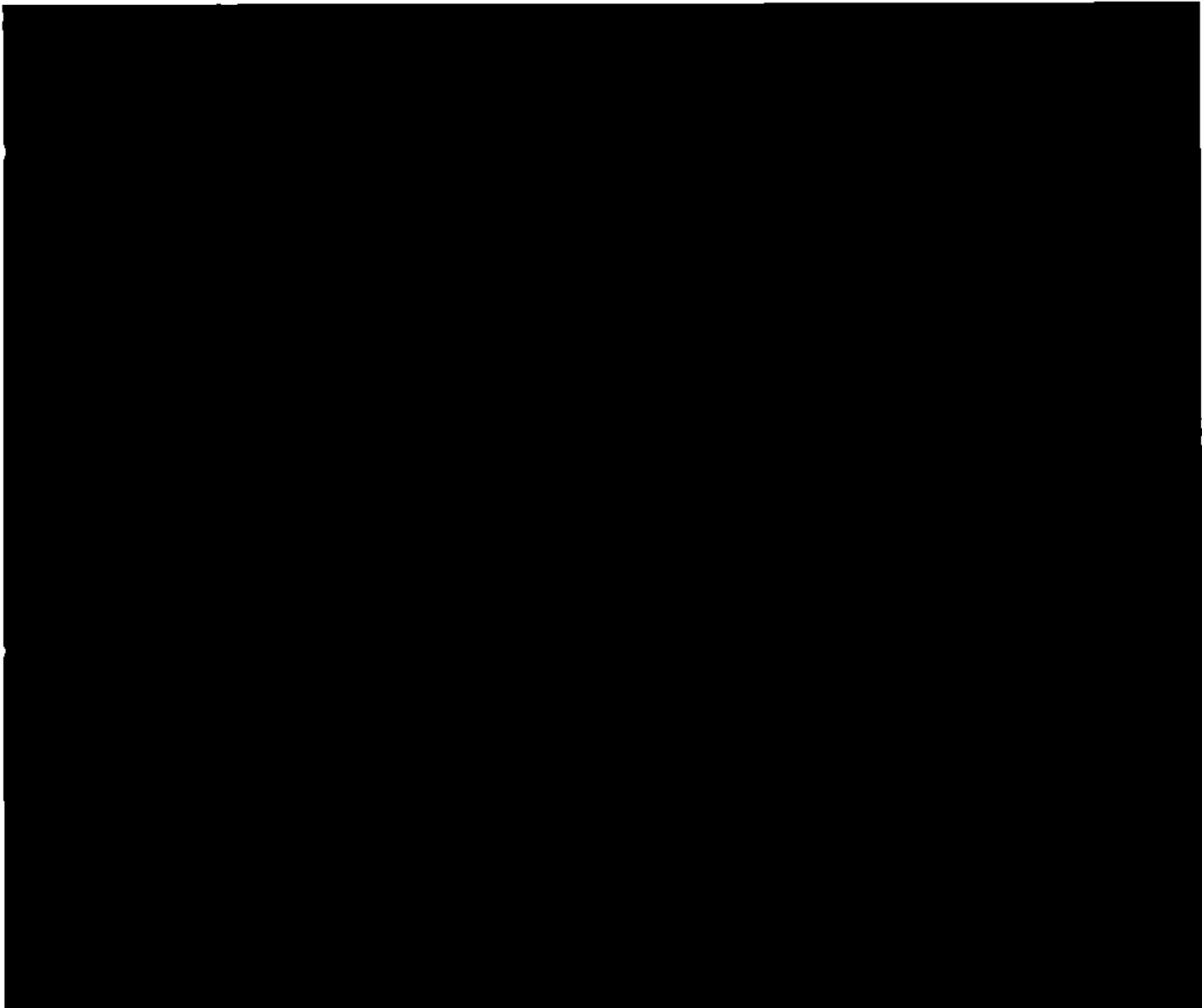


Clean Water Access Project – Pakistan

Rainbow Muslim Women Group successfully installed its 7th water filtration plant in a remote area of Pakistan, continuing our commitment to improving access to safe drinking water for vulnerable communities.

This achievement was made possible through the generous donation from **Dave and his family**, whose support now ensures that hundreds of people can access free, clean, and safe water every day.

We extend our heartfelt gratitude for their kindness and for standing with us in this meaningful humanitarian effort.



Community Vegetables Distribution – Sustainable Thinking Scotland C.I.C

Throughout the year, the Rainbow Muslim Women Group collaborated with **Sustainable Thinking Scotland C.I.C** to grow and distribute fresh, homegrown vegetables within the community. Participants engaged in sustainable gardening practices, nurturing a variety of seasonal produce while learning about eco-friendly cultivation methods. The harvested vegetables were then shared among community members, promoting healthy eating, environmental awareness, and local food resilience.

This initiative not only provided nutritious food but also strengthened community connections, encouraged participation in sustainable practices, and offered an opportunity for families to learn about the benefits of growing and consuming local produce. We extend our sincere thanks to Sustainable Thinking Scotland C.I.C for their support and guidance throughout this ongoing programme.



Children's Crafting Sessions

We organised various fun and engaging crafting sessions where children painted clay pots with acrylic paints, showcasing their creativity and artistic skills. Parents, particularly mums, also joined in the activities, making it a wonderful family experience. A nutritious dinner, including chicken pulao, fresh salad, and fruits, was provided during the session. This event offered children an enjoyable opportunity to express themselves creatively while socialising with friends and peers.



Marine Life Workshop at Dynamic Earth

In collaboration with Dynamic Earth, we organised a fun and interactive session for children aged 5–15, with 25 participants taking part. The session focused on marine life and included a variety of activities suitable for all ages, such as sketching, crafting, using microscopes to observe shells, and hands-on experiments. The session was both informative and engaging, providing a memorable learning experience for the children. We extend our gratitude to

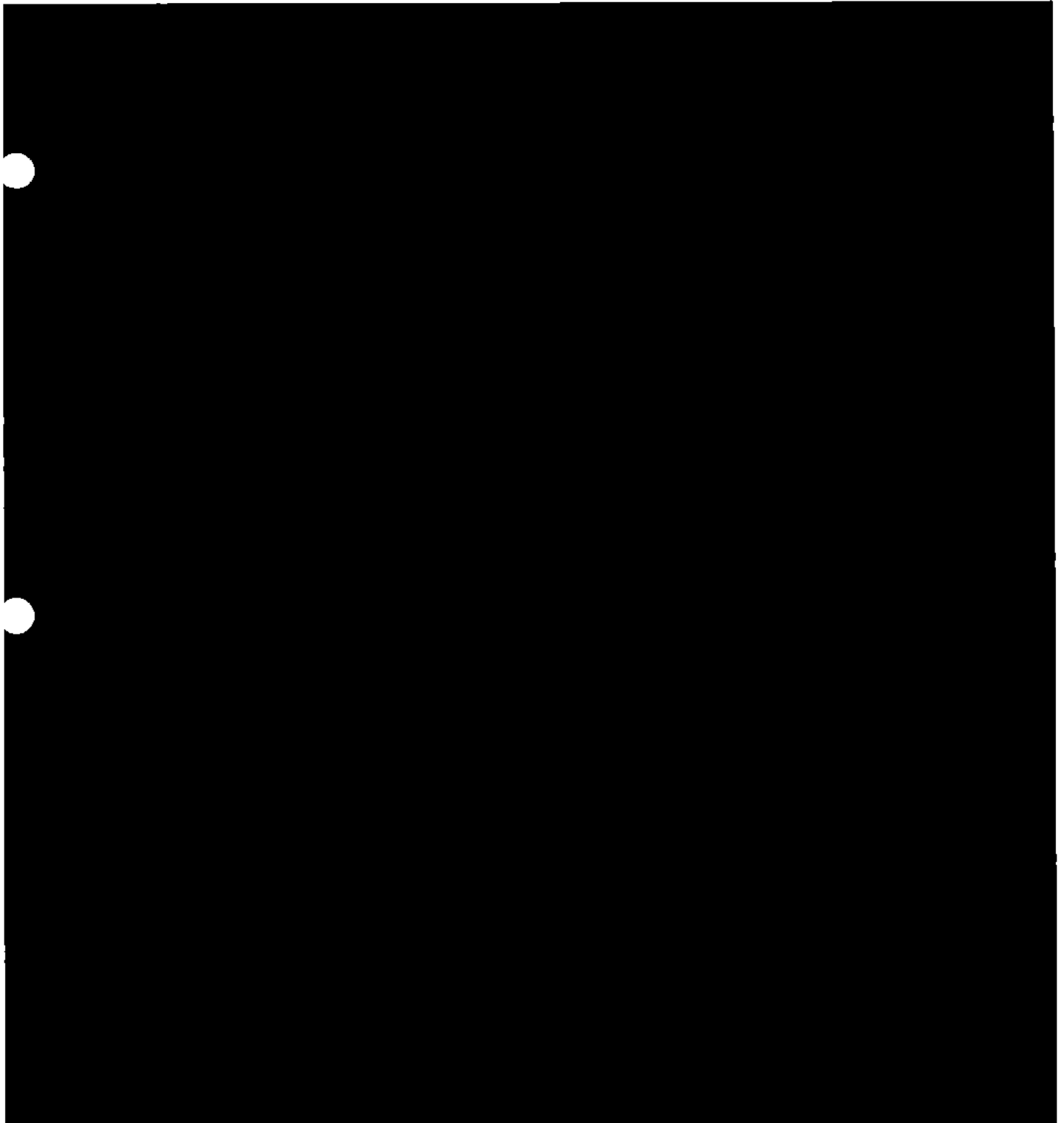
[REDACTED] for conducting the session.

The day concluded with a healthy and enjoyable meal of rice, salad, and fresh fruits.



Visit to Dynamic Earth

During the October holidays, a group of 50 participants, including children and women, visited Dynamic Earth as part of one of their community programme initiatives. The visit offered an engaging and educational experience, allowing participants to explore the evolution of organisms and the history of life on Earth. Highlights included the Time Machine, volcanic activity simulation, and the planetarium, which captured the imagination of both children and adults. Participants also learned about the fascinating world of fungi and their vital role in ecosystems. Overall, it was an enjoyable and enriching day that combined learning with fun.



Regular Yoga & Wellbeing Sessions

Throughout the year, regular yoga and wellbeing sessions were organised for women at **Dalgrain Community Hall**, offering a consistent opportunity to improve both physical and mental health. These sessions focused on gentle movement, stretching, breathing techniques, and relaxation practices that helped participants build strength, flexibility, and emotional balance. The supportive group environment also encouraged social connection, confidence, and a sense of belonging. These valuable wellbeing activities were delivered through the Community Empowerment Grant, funded by **Falkirk Council**, whose continued support enabled us to provide a safe, welcoming, and sustaining space for women to prioritise their health.



Mindfulness Sessions

Regular mindfulness sessions were delivered to support women's emotional wellbeing, stress management, and overall mental resilience. Through guided breathing exercises, grounding techniques, and relaxation practices, participants were able to unwind, reconnect with themselves, and build healthier coping skills for everyday life. These ongoing sessions created a consistent safe space where women could prioritise their mental health and find peer support. This meaningful programme was made possible through the Community Empowerment Grant provided by Falkirk Council, whose support enabled us to continue offering these valuable wellbeing activities throughout the year.





Questions? Contact us.

Charity contact information:

Rainbow Muslim Women's Group
Scottish Charity Number: SC047758
Westfield Community Centre, Westfield St, Falkirk
FK2 9DX



TWITTER: <https://twitter.com/RMWGfalkirk>

FACEBOOK: <https://www.facebook.com/Rainbow-Muslim-women-Group-SCIO>

INSTAGRAM: <https://instagram.com/rainbowmuslimwomengroupscio?igshid=YmMyMTA2M2Y=>



Acknowledgements

**We couldn't have done it
without your generous
support.**

We would like to thank every volunteer and member of staff for their efforts this year. Our volunteers make the charity what we are. To recognise this we have adjusted the management team to place a greater focus on finding more volunteers and making volunteering for us an enjoyable and rewarding experience.



Heartfelt



THANKS

TO OUR VOLUNTEERS!

Receipts and payments accounts						
For the period from				to		
	01	April	2024		31	March 2025

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	-	3,000			3,000	12,881
Legacies					-	
Grants	11,930	17,684			29,614	35,588
Receipts from fundraising activities		-			-	-
Gross trading receipts					-	-
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	514				514	
Cashback	32				32	
A1 Sub total	12,476	20,684	-	-	33,160	48,469
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	12,476	20,684	-	-	33,160	48,469
A3 Payments						
Expenses for fundraising activities	10,396	15,661			26,057	589
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	54,067
Grants and donations					-	
Governance costs:					-	
Audit / independent examination		300			300	300
Preparation of annual accounts		200			200	200
Legal costs					-	
Other	13	139			152	
A3 Sub total	10,409	16,300	-	-	26,709	55,156
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	10,409	16,300	-	-	26,709	55,156
Net receipts / (payments)	2,068	4,383	-	-	6,451	(6,687)
A5 Transfers to / (from) funds						
Surplus / (deficit) for year	2,068	4,383	-	-	6,451	(6,687)

Section B Statement of balances

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds						
Cash and bank balances at start of year	5,371	10,879			16,250	22,937
Surplus / (deficit) shown on receipts and payments account	2,068	4,363			6,451	(6,687)
					-	
					-	
22700 76 Cash and bank balances at end of year	7,439	15,262	-	-	22,701	16,250

(Agree balances with receipts and payments account(s))

	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments			
	Total	-	-

	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets				
	Total	-	-	-

	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities			
	Total	-	-

	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities	IE and Account Prep Fee	500	500
	Total	500	500

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date of approval

24 December 2025

24 December 2025

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

Restricted funds are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity. Unrestricted funds are expendable at the discretion of the trustees in furtherance of the object of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as separate fund. This designation has an administrative purpose only and does not legally restrict the trustee's discretion to apply the fund.

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
FPS. WATER AID		1	3,000
Total			3,000

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)

£

C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)

X

C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

--

Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Blackhall Mosque	-	-	-	-	-	-
Ausal and M	-	-	-	-	-	150
Bhai	-	-	-	-	-	1,700
WATER FILTRATION DONATION	-	3,000	-	-	3,000	5,170
Morocco Earthquake	-	-	-	-	-	2,551
Loya Food crisis	-	-	-	-	-	1,000
Dates Festival	-	-	-	-	-	1,155
AMINA	-	-	-	-	-	125
BSA	-	-	-	-	-	500
Bemis	-	-	-	-	-	500
Falkirk Islamic Centre	-	-	-	-	-	-
Scottish Midland	-	-	-	-	-	-
N Firoosqui	-	-	-	-	-	-
Scott in mind	-	-	-	-	-	-
Other	-	-	-	-	-	30
Total	-	3,000	-	-	3,000	12,001

reference

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
The children's hospital	-	-	-	-
Mein Grant	11,130	-	11,130	-
The Cora Foundation	-	8,000	8,000	8,000
Local Giving Ltd	-	-	-	-
Falkirk council	-	9,684	9,684	11,558
Support in mind	-	-	-	-
CVS Falkirk	-	-	-	11,170
LINK	-	-	-	500
Your Scotland	-	-	-	3,000
AGE SCOTLAND	800	-	800	750
BEM'S SCOUT	-	-	-	-
WATER FILTRATION	-	-	-	-
ADYEN NV	-	-	-	-
FLOOD RELIEF	-	-	-	-
FORTH ENVIRONMENT	-	-	-	500
OTHER	-	-	-	-
Steh Canon	-	-	-	-
Total	11,930	17,684	29,614	35,558

reference

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Membership	514	-	-	-	514	-
Total	514	-	-	-	514	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Print, post, and stationery	146	-	-	-	146	1,399
Insurance	435	-	-	-	435	-
Almond Valley Trip	-	424	-	-	424	-
Telephone and internet	-	95	-	-	95	195
Food, Prizes and Events	-	-	-	-	-	9,570
Food and Drinks	1,427	4,715	-	-	6,142	3,073
Art and Craft materials	967	715	-	-	1,682	1,043
Catering	-	-	-	-	-	1,350
Dance Group Inc	-	-	-	-	-	190
Mindfulness Session	-	-	-	-	-	3,316
Laptop	-	-	-	-	-	1,430
Tutor fee	-	-	-	-	-	1,218
Petrol	-	-	-	-	-	-
Travel and Parking	-	353	-	-	353	185
Checho Hire	-	-	-	-	-	120
Volunteer Expenses	2,095	200	-	-	2,295	-
Bus Hire	300	480	-	-	780	1,810
Programme Activities	4,955	1,357	-	-	6,342	2,415
Subscriptions	71	240	-	-	311	-
Water filtration	-	3,000	-	-	3,000	-
Yoga Session	-	-	-	-	-	1,355
wage	-	4,012	-	-	4,012	10,709
Other	-	-	-	-	-	2,319
Total	10,568	16,661	-	-	26,067	41,099

**Independent Examiner's Report to the Trustees of Rainbow Muslim Womens Group
(SC047758)**

I report on the accounts of the charity for the year ended 31 March 2025

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiner's qualified statement

During my examination, no matter has come to my attention other than that disclosed below:

1. In my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

The matter that has come to my attention is that, during my examination of the accounting records of the charity, it was noted that the accounting records did not contain the details of some of the receipts and payments and there were no physical documents retained to support certain cash/cheque lodgements and cheque payments. This led to the underlying transactions being assigned to the category and fund based on verbal information from the Trustees. The charity trustees are aware of the importance of maintaining full records of such transactions going forward.


Relevant Professional qualification/professional body: Fellow of the Association of Chartered Certified Accountants (ACCA)

Address: SEVENSTARS ACCOUNTANTS LTD, 10 DUNDASS STREET, FALKIRK, FK3 8BX
Date: 24/12/2025



CONSTITUTION OF RAINBOW MUSLIM WOMENS GROUP

CONSTITUTION
of
RAINBOW MUSLIM WOMENS GROUP

CONTENTS		
GENERAL	type of organisation, Scottish principal office, name, purposes, powers, liability, general structure	clauses 1 - 10
MEMBERS	qualifications for membership, application, subscription, register of members, withdrawal, transfer, re-registration, expulsion, termination	clauses Error! Reference source not found. - 26
DECISION-MAKING BY THE MEMBERS	members' meetings, power to request members' meeting, notice, procedure at members' meetings, voting at members' meetings, written resolutions, minutes	clauses 27 - 53
BOARD (CHARITY TRUSTEES)	number, eligibility, election/retiral/re-election, termination of office, register of charity trustees, office bearers, powers, general duties, code of conduct	clauses 54 - 83
DECISION-MAKING BY THE CHARITY TRUSTEES	notice, procedure at board meetings, minutes	clauses 84 - 99
ADMINISTRATION	sub-committees, operation of accounts, accounting records and annual accounts	clauses 100 - 108
MISCELLANEOUS	winding up, alterations to the constitution, interpretation	clauses 109 - 114

GENERAL

Type of organisation

- 1 The organisation will, upon registration, be a Scottish Charitable Incorporated Organisation (SCIO).

Scottish principal office

- 2 The principal office of the organisation will be in Scotland (and must remain in Scotland).

Name

- 3 The name of the organisation is Rainbow Muslim Women's Group

Purposes

- 4 The organisation's purposes are:
 - 4.1 The advancement of education
 - 4.2 The organisation of recreational activities with the object of improving the conditions of life for the persons for whom the activities are intended
 - 4.3 The promotion of religious and racial harmony
 - 4.4 The relief of those in need

In furtherance of the aforesaid purposes the organisation shall work in partnership with all relevant stakeholders to deliver our objectives including but not limited to:

- Organise and deliver activities which encourage and promote good physical/ mental health & well-being
- Provide training opportunities to increase the skills and knowledge of participants and to improve their life chances and employability
- Offer opportunities to volunteer with the organisation
- Provide social and recreational activities designed to tackle social isolation and loneliness
- Refer or sign post users to relevant services and organisations
- Participate in community cohesion activities to promote tolerance, understanding and co-operation and to tackle discrimination and prejudice
- Conduct outreach activity to engage with new and existing users in order to promote the services of the organisation and to build good relations

- Deliver personal development workshops designed to increase the self-confidence of participants
- Organise and deliver cultural events designed to bring diverse communities together and to promote equality and diversity, religious and racial harmony

Powers

- 5 The organisation has power to do anything which is calculated to further its purposes or is conducive or incidental to doing so.
- 6 No part of the income or property of the organisation may be paid or transferred (directly or indirectly) to the members - either in the course of the organisation's existence or on dissolution - except where this is done in direct furtherance of the organisation's charitable purposes.

Liability of members

- 7 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.
- 8 The members and charity trustees have certain legal duties under the Charities and Trustee Investment (Scotland) Act 2005; and clause 7 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.

General structure

- 9 The structure of the organisation consists of:-
 - 9.1 the MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself;
 - 9.2 the BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.
- 10 The people serving on the board are referred to in this constitution as CHARITY TRUSTEES.

MEMBERS

Qualifications for membership

- 11 Our membership shall be open to:-
 - 11.1 Women aged sixteen years and over residing in the Falkirk local authority area who wish to further the purpose and objectives of the Organisation.
 - 11.2 The Organisation shall have no less than 20 members as per the criteria described in clause 11.1.
- 12 Employees of the organisation are not eligible for membership.

Application for membership

- 13 Any person who wishes to become a member must sign a written application for membership; the application will then be considered by the board at its next board meeting.
- 14 The board may, at its discretion, refuse to admit any person to membership.
- 15 The board must notify each applicant promptly (in writing or by e-mail) of its decision on whether or not to admit him/her to membership.

Membership subscription

- 16 Membership subscription will be payable at the annual general meeting.

Register of members

- 17 The board must keep a register of members, setting out
 - 17.1 for each current member:
 - 17.1.1 his/her full name and address; and
 - 17.1.2 the date on which he/she was registered as a member of the organisation;
 - 17.2 for each former member - for at least six years from the date on he/she ceased to be a member:
 - 17.2.1 his/her name; and
 - 17.2.2 the date on which he/she ceased to be a member.
- 18 The board must ensure that the register of members is updated within 28 days of any change;

- 18.1 which arises from a resolution of the board or a resolution passed by the members of the organisation; or
 - 18.2 which is notified to the organisation.
- 19 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 him/her 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.

Withdrawal from membership

- 20 Any person who wants to withdraw from membership must give a written notice of withdrawal to the organisation, signed by him/her; he/she will cease to be a member as from the time when the notice is received by the organisation.

Transfer of membership

- 21 Membership of the organisation may not be transferred by a member.

Re-registration of members

- 22 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.
- 23 If a member fails to provide confirmation to the board (in writing or by e-mail) that he/she wishes to remain as a member of the organisation before the expiry of the 28-day period referred to in clause 22, the board may expel him/her from membership.
- 24 A notice under clause 22 will not be valid unless it refers specifically to the consequences (under clause 23) of failing to provide confirmation within the 28-day period.

Expulsion from membership

- 25 Any person may be expelled from membership by way of a resolution passed by not less than two thirds of those present and voting at a members' meeting, providing the following procedures have been observed:-
- 25.1 at least 21 days' notice of the intention to propose the resolution must be given to the member concerned, specifying the grounds for the proposed expulsion;

- 25.2 the member concerned will be entitled to be heard on the resolution at the members' meeting at which the resolution is proposed.

Termination

- 26 Membership of the organisation will terminate on death.

DECISION-MAKING BY THE MEMBERS

Members' meetings

- 27 The board must arrange a meeting of members (an annual general meeting or "AGM") in each calendar year.
- 28 The gap between one AGM and the next must not be longer than 15 months.
- 29 Notwithstanding clause 27, an AGM does not need to be held during the calendar year in which the organisation is formed; but the first AGM must still be held within 15 months of the date on which the organisation is formed.
- 30 The business of each AGM must include:-
- 30.1 a report by the chair on the activities of the organisation;
 - 30.2 consideration of the annual accounts of the organisation;
 - 30.3 the election/re-election of charity trustees, as referred to in clauses 59 to 62.
- 31 The board may arrange a special members' meeting at any time.

Power to request the board to arrange a special members' meeting

- 32 The board must arrange a special members' meeting if they are requested to do so by a notice (which may take the form of two or more documents in the same terms, each signed by one or more members) by members who amount to 5% or more of the total membership of the organisation at the time, providing:
- 32.1 the notice states the purposes for which the meeting is to be held; and
 - 32.2 those purposes are not inconsistent with the terms of this constitution, the Charities and Trustee (Investment) Scotland Act 2005 or any other statutory provision.
- 33 If the board receive a notice under clause 32, the date for the meeting which they arrange in accordance with the notice must not be later than 28 days from the date on which they received the notice.

Notice of members' meetings

- 34 At least 14 clear days' notice must be given of any AGM or any special members' meeting.
- 35 The notice calling a members' meeting must specify in general terms what business is to be dealt with at the meeting; and
 - 35.1 in the case of a resolution to alter the constitution, must set out the exact terms of the proposed alteration(s); or
 - 35.2 in the case of any other resolution falling within clause 45 (requirement for two-thirds majority) must set out the exact terms of the resolution.
- 36 The reference to "clear days" in clause 34 shall be taken to mean that, in calculating the period of notice,
 - 36.1 the day after the notices are posted (or sent by e-mail) should be excluded; and
 - 36.2 the day of the meeting itself should also be excluded.
- 37 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.
- 38 Any notice which requires to be given to a member under this constitution must be: -
 - 38.1 sent by post to the member, at the address last notified by him/her to the organisation; or
 - 38.2 sent by e-mail to the member, at the e-mail address last notified by him/her to the organisation.

Procedure at members' meetings

- 39 No valid decisions can be taken at any members' meeting unless a quorum is present.
- 40 The quorum for a members' meeting is two thirds of members, present in person.
- 41 If a quorum is not present within 15 minutes after the time at which a members' meeting was due to start - or if a quorum ceases to be present during a members' meeting - the meeting cannot proceed; and fresh notices of meeting will require to be sent out, to deal with the business (or remaining business) which was intended to be conducted.

- 42 The chair of the organisation should act as chairperson of each members' meeting.
- 43 If the chair of the organisation is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.

Voting at members' meetings

- 44 Every member has one vote, which must be given personally.
- 45 All decisions at members' meetings will be made by majority vote - with the exception of the types of resolution listed in clause 46.
- 46 The following resolutions will be valid only if passed by not less than two thirds of those voting on the resolution at a members' meeting (or if passed by way of a written resolution under clause 50):
- 46.1 a resolution amending the constitution;
 - 46.2 a resolution expelling a person from membership under clause 25;
 - 46.3 a resolution directing the board to take any particular step (or directing the board not to take any particular step);
 - 46.4 a resolution approving the amalgamation of the organisation with another SCIO (or approving the constitution of the new SCIO to be constituted as the successor pursuant to that amalgamation);
 - 46.5 a resolution to the effect that all of the organisation's property, rights and liabilities should be transferred to another SCIO (or agreeing to the transfer from another SCIO of all of its property, rights and liabilities);
 - 46.6 a resolution for the winding up or dissolution of the organisation.
- 47 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.
- 48 A resolution put to the vote at a members' meeting will be decided on a show of hands - unless the chairperson (or at least two other members present at the meeting) ask for a secret ballot.
- 49 The chairperson will decide how any secret ballot is to be conducted, and he/she will declare the result of the ballot at the meeting.

Written resolutions by members

- 50 A resolution agreed to in writing (or by e-mail) by all the members will be as valid as if it had been passed at a members' meeting; the date of the resolution will be taken to be the date on which the last member agreed to it.

Minutes

- 51 The board must ensure that proper minutes are kept in relation to all members' meetings.
- 52 Minutes of members' meetings must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.
- 53 [The board shall make available copies of the minutes referred to in clause 51 to any member of the public requesting them; but on the basis that the board may exclude confidential material to the extent permitted under clause 99.]

BOARD

Number of charity trustees

- 54 The maximum number of charity trustees is eleven (11); out of that:
- 54.1 no more than eight (8) shall be charity trustees who were elected/appointed under clauses 59 and 60 (or deemed to have been appointed under clause 58); and
- 54.2 no more than three (3) shall be charity trustees who were co-opted under the provisions of clauses 63 and 64.
- 55 The minimum number of charity trustees is three (3).

Eligibility

- 56 A person shall not be eligible for election/appointment to the board under clauses 58 to 61 unless he/she is a member of the organisation; a person appointed to the board under clause 63 need not, however, be a member of the organisation.
- 57 A person will not be eligible for election or appointment to the board if he/she is: -
- 57.1 disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005; or
- 57.2 an employee of the organisation.

Initial charity trustees

- 58 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.

Election, retiral, re-election

- 59 At each AGM, the members may elect any member (unless he/she is debarred from membership under clause 57) to be a charity trustee.
- 60 The board may at any time appoint any member (unless he/she is debarred from membership under clause 57) to be a charity trustee.
- 61 At each AGM, all of the charity trustees elected/appointed under clauses 59 and 60 (and, in the case of the first AGM, those deemed to have been appointed under clause 58) shall retire from office – but shall then be eligible for re-election under clause 59.
- 62 A charity trustee retiring at an AGM will be deemed to have been re-elected unless: -
- 62.1 he/she advises the board prior to the conclusion of the AGM that he/she does not wish to be re-appointed as a charity trustee; or
 - 62.2 an election process was held at the AGM and he/she was not among those elected/re-elected through that process; or
 - 62.3 a resolution for the re-election of that charity trustee was put to the AGM and was not carried.

Appointment/re-appointment of co-opted charity trustees

- 63 In addition to their powers under clause 60, the board may at any time appoint any non-member of the organisation to be a charity trustee (subject to clause 54, and providing he/she is not debarred from membership under clause 57) on the basis that he/she has specialist experience and/or skills which could be of assistance to the board.
- 64 At each AGM, all of the charity trustees appointed under clause 63 shall retire from office – but shall then be eligible for re-appointment under that clause.

Termination of office

- 65 A charity trustee will automatically cease to hold office if: -

- 65.1 he/she becomes disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005;
 - 65.2 he/she becomes incapable for medical reasons of carrying out his/her duties as a charity trustee - but only if that has continued (or is expected to continue) for a period of more than six months;
 - 65.3 (in the case of a charity trustee elected/appointed under clauses 58 to 62) he/she ceases to be a member of the organisation;
 - 65.4 he/she becomes an employee of the organisation;
 - 65.5 he/she gives the organisation a notice of resignation, signed by him/her;
 - 65.6 he/she is 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 him/her from office;
 - 65.7 he/she is removed from office by resolution of the board on the grounds that he/she is considered to have committed a material breach of the code of conduct for charity trustees (as referred to in clause 82);
 - 65.8 he/she is removed from office by resolution of the board on the grounds that he/she is considered to have been in serious or persistent breach of his/her duties under section 66(1) or (2) of the Charities and Trustee Investment (Scotland) Act 2005; or
 - 65.9 he/she is removed from office by a resolution of the members passed at a members' meeting.
- 66 A resolution under paragraph 65.7, 65.8 or 65.9 shall be valid only if: -
- 66.1 the charity trustee who is the subject of the resolution is given reasonable prior written notice of the grounds upon which the resolution for his/her removal is to be proposed;
 - 66.2 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 the vote; and
 - 66.3 (in the case of a resolution under paragraph 65.7 or 65.8) at least two thirds (to the nearest round number) of the charity trustees then in office vote in favour of the resolution.

Register of charity trustees

- 67 The board must keep a register of charity trustees, setting out

- 67.1 for each current charity trustee:
 - 67.1.1 his/her full name and address;
 - 67.1.2 the date on which he/she was appointed as a charity trustee; and
 - 67.1.3 any office held by him/her in the organisation;
- 67.2 for each former charity trustee - for at least 6 years from the date on which he/she ceased to be a charity trustee:
 - 67.2.1 the name of the charity trustee;
 - 67.2.2 any office held by him/her in the organisation; and
 - 67.2.3 the date on which he/she ceased to be a charity trustee.
- 68 The board must ensure that the register of charity trustees is updated within 28 days of any change:
 - 68.1 which arises from a resolution of the board or a resolution passed by the members of the organisation; or
 - 68.2 which is notified to the organisation.
- 69 If any person requests a copy of the register of charity trustees, the board must ensure that a copy is supplied to him/her 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 addresses blanked out - if the SCIO is satisfied that including that information is likely to jeopardise the safety or security of any person or premises.

Office-bearers

- 70 The charity trustees must elect (from among themselves) a chair, a treasurer and a secretary.
- 71 In addition to the office-bearers required under clause 70, the charity trustees may elect (from among themselves) further office-bearers if they consider that appropriate.
- 72 All of the office-bearers will cease to hold office at the conclusion of each AGM, but may then be re-elected under clause 70 or 71.
- 73 A person elected to any office will automatically cease to hold that office: -
 - 73.1 if he/she ceases to be a charity trustee; *or*

- 73.2 if he/she gives to the organisation a notice of resignation from that office, signed by him/her.

Powers of board

- 74 Except where this constitution states otherwise, the organisation (and its assets and operations) will be managed by the board; and the board may exercise all the powers of the organisation.
- 75 A meeting of the board at which a quorum is present may exercise all powers exercisable by the board.
- 76 The members may, by way of a resolution passed in compliance with clause 46 (requirement for two-thirds majority), direct the board to take any particular step or direct the board not to take any particular step; and the board shall give effect to any such direction accordingly.

Charity trustees - general duties

- 77 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:-
- 77.1 seek, in good faith, to ensure that the organisation acts in a manner which is in accordance with its purposes;
- 77.2 act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person;
- 77.3 in circumstances giving rise to the possibility of a conflict of interest between the organisation and any other party:
- 77.3.1 put the interests of the organisation before that of the other party;
- 77.3.2 where any other duty prevents him/her 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;
- 77.4 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.
- 78 In addition to the duties outlined in clause 77, all of the charity trustees must take such steps as are reasonably practicable for the purpose of ensuring: -

- 78.1 that any breach of any of those duties by a charity trustee is corrected by the charity trustee concerned and not repeated; and
- 78.2 that any trustee who has been in serious and persistent breach of those duties is removed as a trustee.
- 79 Provided he/she has declared his/her interest - and has 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 organisation in which he/she has a personal interest; and (subject to clause 80 and to the provisions relating to remuneration for services contained in the Charities and Trustee Investment (Scotland) Act 2005), he/she may retain any personal benefit which arises from that arrangement.
- 80 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 his/her duties as a charity trustee.
- 81 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.

Code of conduct for charity trustees

- 82 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.
- 83 The code of conduct referred to in clause 82 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

DECISION-MAKING BY THE CHARITY TRUSTEES

Notice of board meetings

- 84 Any charity trustee may call a meeting of the board *or* ask the secretary to call a meeting of the board.
- 85 At least 7 days' notice must be given of each board meeting, unless (in the opinion of the person calling the meeting) there is a degree of urgency which makes that inappropriate.

Procedure at board meetings

- 86 No valid decisions can be taken at a board meeting unless a quorum is present; the quorum for board meetings is two thirds charity trustees, present in person.
- 87 If at any time the number of charity trustees in office falls below the number stated as the quorum in clause 86, the remaining charity trustee(s) will have power to fill the vacancies or call a members' meeting - but will not be able to take any other valid decisions.
- 88 The chair of the organisation should act as chairperson of each board meeting.
- 89 If the chair is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.
- 90 Every charity trustee has one vote, which must be given personally.
- 91 All decisions at board meetings will be made by majority vote.
- 92 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.
- 93 The board may, at its discretion, allow any person to attend and speak at a board meeting notwithstanding that he/she is not a charity trustee - but on the basis that he/she must not participate in decision-making.
- 94 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 he/she has a personal interest or duty which conflicts (or may conflict) with the interests of the organisation; he/she must withdraw from the meeting while an item of that nature is being dealt with.
- 95 For the purposes of clause 94: -
- 95.1 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;
- 95.2 a charity trustee will be deemed to have a personal interest in relation to a particular matter if a body in relation to which he/she is an employee, director, member of the management committee, officer or elected representative has an interest in that matter.

Minutes

- 96 The board must ensure that proper minutes are kept in relation to all board meetings and meetings of sub-committees.

- 97 The minutes to be kept under clause 96 must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.
- 98 [The board shall (subject to clause 99) make available copies of the minutes referred to in clause 96 to any member of the public requesting them.]
- 99 [The board may exclude from any copy minutes made available to a member of the public under clause 98 any material which the board considers ought properly to be kept confidential - on the grounds that allowing access to such material could cause significant prejudice to the interests of the organisation or on the basis that the material contains reference to employee or other matters which it would be inappropriate to divulge.]

ADMINISTRATION

Delegation to sub-committees

- 100 The board may delegate any of their powers to sub-committees; a sub-committee must include at least one charity trustee, but other members of a sub-committee need not be charity trustees.
- 101 The board may also delegate to the chair of the organisation (or the holder of any other post) such of their powers as they may consider appropriate.
- 102 When delegating powers under clause 100 or 101, the board must set out appropriate conditions (which must include an obligation to report regularly to the board).
- 103 Any delegation of powers under clause 100 or 101 may be revoked or altered by the board at any time.
- 104 The rules of procedure for each sub-committee, and the provisions relating to membership of each sub-committee, shall be set by the board.

Operation of accounts

- 105 Subject to clause 106, the signatures of two out of three signatories appointed by the board will be required in relation to all operations (other than the lodging of funds) on the bank and building society accounts held by the organisation; at least one out of the two signatures must be the signature of a charity trustee.
- 106 Where the organisation uses electronic facilities for the operation of any bank or building society account, the authorisations required for operations on that account must be consistent with the approach reflected in clause 105.

Accounting records and annual accounts

- 107 The board must ensure that proper accounting records are kept, in accordance with all applicable statutory requirements.
- 108 The board must prepare annual accounts, complying with all relevant statutory requirements; if an audit is required under any statutory provisions (or if the board consider that an audit would be appropriate for some other reason), the board should ensure that an audit of the accounts is carried out by a qualified auditor.

MISCELLANEOUS

Winding-up

- 109 If the organisation is to be wound up or dissolved, the winding-up or dissolution process will be carried out in accordance with the procedures set out under the Charities and Trustee Investment (Scotland) Act 2005.
- 110 Any surplus assets available to the organisation immediately preceding its winding up or dissolution must be used for purposes which are the same as - or which closely resemble - the purposes of the organisation as set out in this constitution.

Alterations to the constitution

- 111 This constitution may (subject to clause 112) be altered by resolution of the members passed at a members' meeting (subject to achieving the two thirds majority referred to in clause 46) or by way of a written resolution of the members.
- 112 The Charities and Trustee Investment (Scotland) Act 2005 prohibits taking certain steps (eg change of name, an alteration to the purposes, amalgamation, winding-up) without the consent of the Office of the Scottish Charity Regulator (OSCR).

Interpretation

- 113 References in this constitution to the Charities and Trustee Investment (Scotland) Act 2005 should be taken to include: -
 - 113.1 any statutory provision which adds to, modifies or replaces that Act; and
 - 113.2 any statutory instrument issued in pursuance of that Act or in pursuance of any statutory provision falling under paragraph 113.1 above.
- 114 In this constitution: -

- 114.1 “charity” means a body which is either a “Scottish charity” within the meaning of section 13 of the Charities and Trustee Investment (Scotland) Act 2005 or a “charity” within the meaning of section 1 of the Charities Act 2011, providing (in either case) that its objects are limited to charitable purposes;
- 114.2 “charitable purpose” means a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005 which is also regarded as a charitable purpose in relation to the application of the Taxes Acts.



Falkirk Council

Place Services

Invest Falkirk

Asset Management

Tenant Information Pack

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Tenant Information Pack – What it means to you

This information pack has been developed to help you understand your rights and responsibilities as a tenant, and our obligations as a landlord, under the terms of your commercial licence with Falkirk Council.

If you are a new tenant, the information aims to highlight what you're responsible for while occupying the property. For existing occupiers, it serves as a checklist to ensure you are keeping up to date with your statutory and licence obligations.

Frequently Asked Questions – FAQs

How does a licence operate?

A licence is a legally binding contract which ties both the tenant and the landlord into meeting obligations. As a legal contract, conditions can be enforceable directly or through court action and failure to perform some material conditions contained in your licence can be grounds for the early termination of the licence itself. Normally the licence contains terms specific to the occupier such as the tenant's name, property address, date of entry, agreed term of occupation and rent, the agreed use and general conditions are specified in detail in the Schedule of Tenant's Obligations.

What are my obligations as tenant?

Below are examples of obligations a tenant has:

- To pay the agreed rent on time even if not asked.
- To use the property only for the purposes for which it is let, stated in user clause.
- To observe management rules in connection with any common areas such as car parking and service yards.
- To pay the property Business Rates.
- To arrange and pay for contents and public liability insurance
- To arrange and pay for all utilities
- To arrange and pay for their own telephone and broadband service where required
- To arrange and pay for their own security systems where required
- To maintain the property internally and externally to the landlord's satisfaction.
- To maintain a valid and current Gas Safety Certificate during occupation and provide the landlord with same at termination.
- To maintain an appropriate Asbestos Management Plan during occupation and provide the landlord with same at termination.
- To maintain a valid and current Electrical Safety Certificate during occupation and provide the landlord same at termination.
- To meet legal requirements for carrying out Fire Risk Assessments.
- To meet legal requirements for the control of Legionella.

Please note that some external charges are out with Falkirk Councils control such as Rateable Value, Small Business Rates Relief, VAT etc, are subject to regular updates and tenants should keep themselves updated on any changes in government legislation which could adversely affect them.

Will the Council repair anything which breaks down or wears out?

This will be subject to the repairing obligation within the licence, but generally, most licences are on standard Full Repairing and Insuring (FRI) terms, which Falkirk Council and other landlords use. On signing the licence, the tenant has accepted the property as being in good and tenantable condition. From then on, all repair and maintenance obligations transfer to the tenant. In practical terms, an FRI licence is best regarded as a form of temporary ownership rather than a simple right to occupy. This means that for the period of the licence you have responsibility for the repair, maintenance, utilities and other works or payments relating to the property.

In terms of building insurance, the landlord will arrange this and recharge the premium to the tenant. Consequently, any damage caused to the fabric of the building by an insured risk will be handled by the landlord and claimed back from the insurer. The tenant's excess as it currently stands is £250 and will be recharged by the landlord.

What are Falkirk Council's obligations?

Prior to the licence commencing Falkirk Council as landlord will:

- Provide the building in a wind and water-tight condition
- Provide a photographic schedule of condition that records condition at entry.
- Provide the tenant with an Energy Performance Certificate (EPC).
- Check and ensure the electrical systems are safe by providing an Electrical Condition Report (EICR).
- Provide the tenant with a valid and current Gas Safety Certificate where applicable
- Provide the tenant with an appropriate Asbestos Management Plan.
- Provide a legionella certificate

What are my main statutory obligations?

Every occupier of a Falkirk Council property has a duty to comply with a range of legislation. Particular attention should be paid to the following:

- Health and Safety at Work etc. Act
- Health and Safety (Miscellaneous Amendments) Regulations
- Control of Substances Hazardous to Health (COSHH) Regulations
- Regulatory Reform (Fire Safety) Order
- The Control of Asbestos Regulations
- Gas Safety Management Regulations

What if I want to alter the property?

If you wish to make any alterations or additions to the licenced property internally or externally, you must firstly apply for written consent from the landlord and provide plans of the proposed alterations. Secondly, you should check whether or not you need Planning Permission and/or a Building Warrant from Falkirk Council's Place Services (see Key Contacts).

If you require any assistance with the above, please contact Falkirk Council Asset Management in the first instance at property@falkirk.gov.uk.

Licence Termination

The licence will be on a month to month basis. The licence can be terminated any time by either party given one month's written notice.

Fees

It should be noted that any request for consent for alteration will incur a fee payable to the landlord for granting permission.

Legal Advice

It is highly recommended that you seek independent legal advice prior to entering into any legally binding agreement.

Key Contacts:

Falkirk Council

My Falkirk

www.falkirk.gov.uk

www.investfalkirk.com

Commercial Property – Asset Management

Tel - 01324 504999

Email: property@falkirk.gov.uk

Strategic Property Review

Email: StrategicPropertyReview@falkirk.gov.uk

Business Rates (NDR) - www.falkirk.gov.uk/services/business-investment/business-rates/

Tel: 01324 506966

Email: revenues9@falkirk.gov.uk

Assessor for Central Scotland - www.saa.gov.uk

Tel: 01786 892200

Email: assessor@centralscotland-vjb.gov.uk

Business Gateway - (Grants, Loans, Advice) -

www.falkirk.gov.uk/services/business-investment/business-grants.aspx

Tel: 01324 590960

business@falkirk.gov.uk

Environmental Health – www.falkirk.gov.uk/services/environment/

Planning Permission & Building Standards - www.falkirk.gov.uk/services/planning-building/

Building Standards:

Email: buildingstandards@falkirk.gov.uk

Tel: 01324 504748

Email: dc@falkirk.gov.uk

Police Scotland - www.scotland.police.uk/contact-us/

Business Property - property@falkirk.gov.uk

Tel: 01324 504999

Sundry Accounts - www.falkirk.gov.uk/do-it-today/pay/sundry-debtors.aspx

Tel: 01324 506070

Trading Standards - www.falkirk.gov.uk/services/law-licensing/trading-standards/

Travelling People's Officer -

www.falkirk.gov.uk/services/people-communities/gypsy-traveller-sites.aspx

Tel: 01324 503853

Email: HousingNeeds@falkirk.gov.uk

Trade Waste - www.falkirk.gov.uk/services/bins-rubbish-recycling/trade-waste/

Tel: 01324 504422

Email: tradewaste@falkirk.gov.uk

Our Commitment to You

Our main offices are open from 9:00 am to 5:00 pm Monday to Friday, except for public holidays at Christmas, New Year, May and September weekends.

Asset Management Team Contact – 01324 504999 or property@falkirk.gov.uk

Helping us to get it right

If we are failing in the above, please contact [REDACTED] Principal Surveyor (Asset Management) in the first instance, his contact details are:

Tel: [REDACTED]

Email: [REDACTED]

If you are unhappy with the outcome, you can pursue the matter by writing to Paul Kettrick, Head of Invest Falkirk, Suite 1B, The Falkirk Stadium, Westfield, Falkirk FK2 9DX.

CVS Falkirk

We have also partnered with third sector organisation, CVS Falkirk. CVS can provide additional support and guidance to interested parties including:

- helping groups develop their ideas
- supporting and advising groups through the transfer journey
- building capacity, skills and resilience beyond the transfer

Please contact info@cvsfalkirk.org.uk

Other Organisations:

Emergency Contacts:

Scottish Power - www.scottishpower.co.uk/

SP Energy Networks - www.spenergynetworks.co.uk/

SGN - www.sgn.co.uk/

Scottish Water - www.scottishwater.co.uk/Help-and-Resources/Contact-Us

Scottish Enterprise - www.scottish-enterprise.com/

Falkirk Delivers - <https://falkirkdelivers.com/businesses/contact/get-in-touch/>

Tel: 01324 611293

Email: info@falkirkdelivers.com



Falkirk Council
Place Services

Invest Falkirk

Enquiries to: [REDACTED]

Sub Licence

Our Ref: 073004/[REDACTED]

Date: 22 September 2025

Licensee

Rainbow Muslim Welfare Group SCIO

Sub licensee

Falkirk Thornhill Community Hall SCIO SC047801

Subjects

Thornhill Community Hall, Thornhill Road, Falkirk, FK2 7AE

As a condition of the Licence On behalf of and as instructed by the Licensor we offer to allow the Licensee to occupy and use the Property on the following conditions:

1. Definitions and interpretation

1.1 In the Sub Licence:

"Ancillary Rights" means all kitchen and toilet facilities, fixtures and fittings within the Property, all necessary rights of access pedestrian and vehicular to and from the Property and the right to use all existing sewers, drains, pipes, cables, connections, water supply pipes and all other services as are presently used in connection with the Property;

"Business Day" means any day on which clearing banks in Edinburgh, Glasgow and London are open for normal business;

"Date of Entry" means 01 October 2025

"Date of Termination" means the date upon which the Licence terminates;

"Interest" means interest on the sum in question at 4% per annum above the base rate from time to time of the Royal Bank of Scotland from the date that such sum is due for payment or, if there is no such date specified, the date of demand for such sum until such sum is paid;

"Licence" means the licence to occupy the Property constituted by this offer and all duly executed letters following on from it;

"Licence Fee" means the sum of £1 every calendar month, if asked.

"Licensee" means Rainbow Muslim Welfare Group SCIO and having its registered office at Westfield Park Community Centre, Westfield Street, Falkirk, FK2 9DX ;

Appendix 1

"Parties" means the Licensee and the Sub Licensee;

"Sub Licensee", Falkirk Thornhill Community Hall SCIO having its registered office at Thornhill Community Hall, Thornhill Road, Falkirk, FK2 7AE

"Permitted Use" means the provision of a community hall for community and recreational facilities, or the organisation of community or recreational facilities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended;

"Plan" means the demonstrative plan annexed to this offer;

"Property" means Thornhill Community Hall shown outlined in red on the Plan; and

"Schedule of Condition" means the schedule of condition annexed to this offer.

1.2 In the Licence, unless otherwise specified or the context otherwise requires:

1.2.1 any reference to one gender includes all other genders;

1.2.2 words in the singular only include the plural and *vice versa*;

1.2.3 any reference to the whole is to be treated as including reference to any part of the whole;

1.2.4 any reference to a person includes a natural person, corporate or unincorporated body (whether or not having separate legal personality) and words importing individuals include corporations and *vice versa*;

1.2.5 any reference to a Clause, Schedule or Part of the Schedule is to the relevant Clause, Schedule or Part of the Schedule of the Licence;

1.2.6 any reference to a statute or statutory provision includes any subordinate legislation which is in force from time to time under that statute or statutory provision;

1.2.7 any reference to any statute, statutory provision or subordinate legislation is a reference to it as it is in force from time to time taking account of any amendment or re-enactment;

1.2.8 any phrase introduced by the words "including", "include", "in particular" or any similar expression is to be construed as illustrative only and is not to be construed as limiting the generality of any preceding words;

1.3 The Parties agree that the Sub Licence is not a lease and does not confer any tenancy rights on the Licensee or Sub licensee

2. Duration

2.1 The Licence will commence on the Date of Entry and will continue from entry date to 31st October 2025 and month to month thereafter until terminated by either Party on delivering to the other Party not less than 28 days written notice to the effect that they are terminating the Licence at the expiry of the period specified in the notice.

Appendix 1

2.2 At the Date of Termination, the Sub Licensee will:

2.2.1 remove from the Property with its whole equipment and other items, without the need for any notice from the Licensee, and

3. Payments

The Sub Licensee will pay the Licence Fee to the Licensee by equal installments in advance on

3.1 at 1 day of each month], the first payment being due on the Date of Entry in respect of the period from the Date of Entry to the next payment date, and monthly after that;

3.2 The Licensee will also recharge a 31% share of the running costs to the Sub licensee for the duration of the Licence:

3.2.1 all rates, taxes, duties, levies, charges, assessments, impositions and outgoings including repairs and maintenance and general upkeep in good condition, whatsoever imposed on or payable in respect of the Property or on its owner or occupier;

3.2.2 all insurance premiums payable under the insurances effected by the Licensor in relation to the Property (including any sums the Licensor pays to comply with Clause 5.1 and any additional premiums payable by reason of the Permitted Use); and

3.2.3 all costs incurred by the Licensor in procuring the remedy of any breach of any obligation of the Licensee under the Licence.

3.3 All sums payable under the Licence, including the Licence Fee, are exclusive of Value Added Tax, which, if payable, is payable in addition in return for a valid Value Added Tax invoice.

3.4 If:

3.4.1 the Licence Fee is not paid on the due date; or

3.4.2 any other sums due by the Licensee are not paid within 10 Business Days after the due date

then the Licensee will pay to the Licensor interest on the outstanding money.

4. Use

4.1 The Sub Licensee will use the Property for the Permitted Use and for no other purpose.

4.2 The Licensee gives no warranty that:

4.2.1 the Property is suitable for the Permitted Use; or

4.2.2 the Permitted Use is or will remain the permitted use of the Property within the provisions of the planning or other relevant legislation from time to time.

4.3 The Licensee will not do or permit to be done upon or in connection with the Property anything which would be a legal nuisance or cause of damage to the Licensor or the other occupiers of any neighbouring premises or both.

4.4 The Licensee will comply with:

Appendix 1

- 4.4.1 all statutes, bye-laws and other regulations affecting the Property or the Licensee's use of the Property;
- 4.4.2 all obligations, restrictions, reservations and other conditions in the titles of the Property; and
- 4.4.3 all reasonable regulations which may be issued from time to time by the Licensors or its agents in relation to the Property, including in respect of health and safety, risk management and security.

5. Indemnity and Insurance

5.1 The Licensors will insure the Property against normal commercial risks in their full reinstatement cost (subject to any excesses, limitations and exclusions imposed by the insurers) and will produce written evidence of such insurance to the Licensee on demand.

5.2 The Sub Licensee will indemnify and keep indemnified the Licensors on demand from all liability in respect of:

- 5.2.1 any injury to or death of any person by reason of or arising out of the state and condition of the Property or the use of the Property by the Sub Licensee;
- 5.2.2 damage or loss which may be suffered by any persons by reason of or arising out of the state and condition of the Property or the use of the Property by the Sub Licensee;
- 5.2.3 any breach by the Sub Licensee of its obligations under the Sub Licence; and
- 5.2.4 local authority rates and other costs associated with the occupancy of the Property.

5.3 The Sub Licensee will take out insurance cover:

- 5.3.1 such as is necessary to give full indemnification to the Licensee in respect of the matters referred to at Clauses 5.2.1 and 5.2.2; and
- 5.3.2 against public liability in at least the sum of £1 Million for each and every claim,

and, in both cases, will produce written evidence of such insurance to the Licensors on demand.

5.4 The Sub Licensee will not do anything which vitiates or makes void or voidable any insurance policy for the Property effected by the Licensors, or causes monies otherwise payable under such policy to be irrecoverable or refused or withheld, or an increased premium or loading to be payable in respect of such policy.

5.5 Should the use or non-use of the Property cause any increase in the cost of insuring the Property or any adjacent premises of the Licensors the Licensee will on demand from time to time pay to the Licensors the amount of any such increase.

6. Sub-Licence

6.1 The granting of this sub licence permits the sub licensee to use the 31% of the property in order to accommodate the existing user groups continued use at the days and time identified in the timetable in Appendix 1.

Appendix 1

- 6.2 The licensee is liable for all rates and other outgoings associated with this unit. However, the cost of these will be shared on an equitable basis with sub licensee
- 6.3 Both the licensee and the sub licensee will hold access keys to the property
- 6.4 In the absence of both parties being able to agree on matters, Falkirk Council as Licensor will step in to mediate with the decision of Council Officers being final.
- 6.5 The Licensor will be entitled to assign its interest under the Licence.

7. Early Termination

If:

- 7.1 any sums due under the Sub Licence [(including the Licence Fee)] or any part of them are not paid on the due dates; or
- 7.2 the Sub Licensee fails to implement any of its other obligations under the Licence; or
- 7.3 the Sub Licensee:
 - 7.3.1 goes into liquidation, receivership or administration;
 - 7.3.2 signs a trust deed for creditors, are sequestrated or enter a voluntary arrangement.
 - 7.3.3 becomes insolvent or apparently insolvent; or
 - 7.3.4 is wound up or dissolved,

then, in each case, the Licensee may, at its option, at any time by notice in writing to the Sub Licensee terminate the Sub Licence with effect from the date specified in the notice

- 7.4 Any notice, demand, request or certificate required under the Licence must be in writing and may be delivered personally, or sent by post to the relevant, m
- 7.5 Any notice, demand, request or certificate will be deemed to be received:
 - 7.5.1 if delivered personally, (with proof of delivery) at the time of delivery; [and]
 - 7.5.2 if sent by recorded delivery post, 48 hours after the date of posting; [and]

Provided that if, in the case of personal delivery, such delivery or occurs outwith normal business hours on a Business Day or on a day which is not a Business Day, delivery will be deemed to occur on the next Business Day.

8. No Liability

The Licensee is not liable to the Sub Licensee for any loss, injury or damage which the Licensee may sustain from a deficiency in any part of the Property or the death of or injury to any person or for damage to any property or for any losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability incurred by the Licensee in the exercise or purported exercise of the rights conferred on the Licensee under the Licence.

Appendix 1

9. Costs

- 9.1 Each of the Parties will bear their own costs and expenses in connection with the preparation and completion of the Licence.**
- 9.2 The Licensee will pay within five Business Days after written demand the costs of registering the Licence in the Books of Council and Session and obtaining the extracts.**

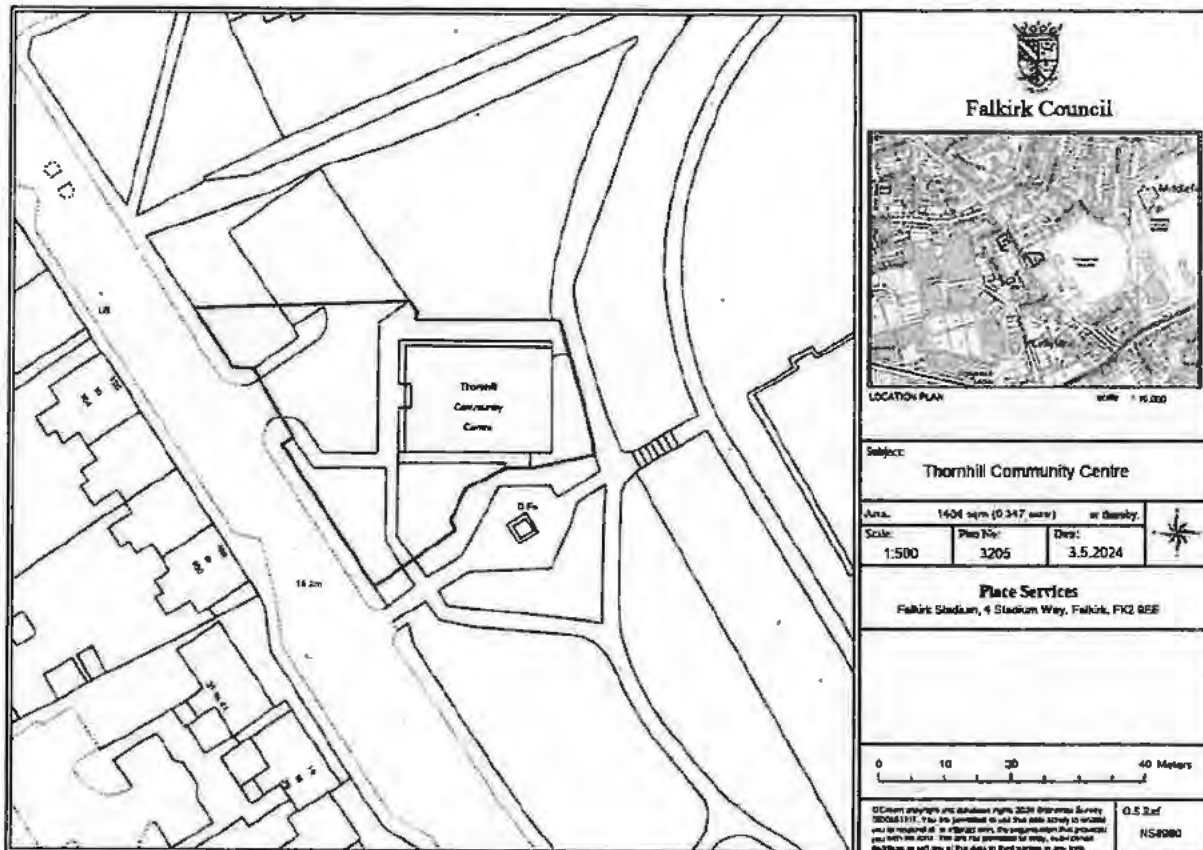
10. Conditions

- 10.0 RMWG are responsible for managing all booking arrangements for Saturday parties, community events, hall hire enquiries from Oct1st and will require their own booking system to administer this.
- 10.2. FTMC hall lets are fully protected. A 15-minute buffer on either side of all lets will be allocated for set up and tidy down. There will be no acceptance of activities running over by either party and anything which prevents lets from setting up or closing down within their slot or the 15 min buffer will be considered a breach of the sublet agreement.
- 10.3. Both parties they will ensure the spaces are cleaned and tidy after their use otherwise additional cleaning costs may be recharged.
- 10.4. The CCTV system remains property of the FTMC. It will be disconnected for the period of the FRI license. Alternatively, if the RMWG wish to make use of it, it can be rented it from us at a monthly rate to be agreed. In either scenario the RMWG agree that there will be no recording in the main hall for any FTMC lets. RMWG are responsible for registering with the ICO and ensuring required GDPR policies are place within 14 days of the FRI licence being signed.
- 10.5. During lets access is included to the hall, kitchen, storage cupboards (private for each let), toilets, public areas and office space.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
08:30				Hardcore			
09:00	FREE	FREE	FREE	Hardcore	FREE	Art & Soul (monthly)	FREE
09:30	FREE	FREE	FREE	Hardcore	FREE	Art & Soul (monthly)	FREE
10:00	FREE	FREE	FREE	Hardcore	FREE	Art & Soul (monthly)	FREE
10:30	FREE	FREE	FREE	Hardcore	FREE	Art & Soul (monthly)	Church Groups
11:00	Zumba Gold	David Faulds Music	Zumba Gold	Hardcore	FREE	Art & Soul (monthly)	Church Groups
11:30	Zumba Gold	David Faulds Music	Zumba Gold	Hardcore	FREE	Art & Soul (monthly)	Church Groups
12:00	Zumba Gold	David Faulds Music	Zumba Gold	Hardcore		FREE	Church Groups
12:30	FREE	FREE	FREE	Hardcore		FREE	Church Groups
13:00	FREE		Headway	Hardcore		FREE	Church Groups
13:30	FREE		Headway	Hardcore		FREE	Church Groups
14:00	FREE		Headway	Hardcore		FREE	Church Groups
14:30	FREE		Headway	Hardcore		FREE	Church Groups
15:00	FREE		Headway	Hardcore		FREE	Church Groups
15:30	FREE	FREE	FREE	Hardcore	FREE	FREE	Church Groups
16:00	FREE	FREE	FREE	Hardcore	FREE	FREE	FREE
16:30	FREE	FREE	FREE	FREE	FREE	FREE	FREE
17:00	FREE	FREE	FREE	FREE	FREE	FREE	FREE
17:30	FREE	Kettlecise 5:45pm	FREE	FREE	FREE	FREE	FREE
18:00	FREE	Kettlecise	FREE	FREE	FREE	FREE	FREE
18:30	FREE	Kettlecise to 6:45pm	FREE	FREE	FREE	FREE	FREE
19:00	Satori Mind		FREE	Zumba Group	FREE	FREE	FREE
19:30	Satori Mind		FREE	Zumba Group	FREE	FREE	FREE
20:00	Satori Mind		FREE	Zumba Group	FREE	FREE	FREE
20:30	Satori Mind		FREE		FREE	FREE	FREE
21:00	Satori Mind	FREE	FREE		FREE	FREE	FREE
21:30	Satori Mind	FREE	FREE		FREE	FREE	FREE
22:00	Satori Mind	FREE	FREE		FREE	FREE	FREE

30.9.25

30/9/25



Licensee – Rainbow Muslim Women's Group
Authorised Signatory

Witness

Address

FALKIRK STADIUM

Sub Licensee – Falkirk Thornhill Community Hall SCIO

Authorised Signatory

Witness

FALKIRK STADIUM

Place of signing

Full name

30/09/2025

Date of signing

FALKIRK COUNCIL

COMHAIRLE NA H-EAGLAIS BRICE

Place Services | Falkirk Stadium, 4 Stadium Way, Falkirk FK2 9EE | Director: Malcolm Bennie

Enquiries to [REDACTED]

FAO [REDACTED]
Rainbow Muslim Women's Group SCIO SC047758
Westfield Park Community Centre
Westfield Street
Falkirk
FK2 9DX

Our Ref: 073004/[REDACTED]

Date: 22 September 2025

Dear [REDACTED]

Licence to Occupy – Thornhill Community Hall, Thornhill Road, Falkirk, FK2 7AE

On behalf of and as instructed by the Licensor we offer to allow the Licensee to occupy and use the Property on the following conditions:

1. Definitions and interpretation

1.1 In the Licence:

"Ancillary Rights" means all kitchen and toilet facilities, fixtures and fittings within the Property, all necessary rights of access pedestrian and vehicular to and from the Property and the right to use all existing sewers, drains, pipes, cables, connections, water supply pipes and all other services as are presently used in connection with the Property;

"Business Day" means any day on which clearing banks in Edinburgh, Glasgow and London are open for normal business;

"Date of Entry" means 01 October 2025

"Date of Termination" means the date upon which the Licence terminates;

"Interest" means interest on the sum in question at 4% per annum above the base rate from time to time of the Royal Bank of Scotland from the date that such sum is due for payment or, if there is no such date specified, the date of demand for such sum until such sum is paid;

"Licence" means the licence to occupy the Property constituted by this offer and all duly executed letters following on from it;

"Licence Fee" means the sum of £1268.28 per calendar month comprising an occupancy fee of £1 and an insurance premium of £1267.28.

"Licensee", Rainbow Muslim Women's Group SCIO

"Licensor" means Falkirk Council, constituted in terms of the Local Government Etc(Scotland) Act 1994 and having its principal office at The Foundry, 4 Central Park, Central Boulevard, Larbert FK5 4RU ;

"Parties" means the Licensor and the Licensee;

FALKIRK COUNCIL
COMHAIRLE NA H-EAGLAIS BRICE

Place Services | Falkirk Stadium, 4 Stadium Way, Falkirk FK2 9EE | Director: Malcolm Bennie

"Permitted Use" means the provision of a community hall for community and recreational facilities, or the organisation of community or recreational facilities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended;

"Plan" means the demonstrative plan annexed to this offer;

"Property" means Thornhill Community Hall shown outlined in red on the Plan; and

"Schedule of Condition" means the schedule of condition annexed to this offer.

1.2 In the Licence, unless otherwise specified or the context otherwise requires:

1.2.1 any reference to one gender includes all other genders;

1.2.2 words in the singular only include the plural and *vice versa*;

1.2.3 any reference to the whole is to be treated as including reference to any part of the whole;

1.2.4 any reference to a person includes a natural person, corporate or unincorporated body (whether or not having separate legal personality) and words importing individuals include corporations and *vice versa*;

1.2.5 any reference to a Clause, Schedule or Part of the Schedule is to the relevant Clause, Schedule or Part of the Schedule of the Licence;

1.2.6 any reference to a statute or statutory provision includes any subordinate legislation which is in force from time to time under that statute or statutory provision;

1.2.7 any reference to any statute, statutory provision or subordinate legislation is a reference to it as it is in force from time to time taking account of any amendment or re-enactment;

1.2.8 any phrase introduced by the words "including", "include", "in particular" or any similar expression is to be construed as illustrative only and is not to be construed as limiting the generality of any preceding words;

1.2.9 a document will be duly executed only if it is executed in such manner as meets the requirements of Section 3 and Sections 9B and 9C of the Requirements of Writing (Scotland) Act 1995; and

1.2.10 where at any one time there are two or more persons included in the expression "Licensee" obligations contained in the Licence which are expressed to be made by the Licensee are binding jointly and severally on them and their respective executors and representatives whomsoever without the necessity of discussing them in their order.

1.3 The headings in the Licence are included for convenience only and are to be ignored in construing the Licence.

2. Licence

2.1 Subject to due compliance by the Licensee with its obligations under the Licence, the Licensor will permit the Licensee to occupy and use the Property for the Permitted Use [together with

the Ancillary Rights and] with all necessary non-exclusive rights of access to and egress from the Property from/to the public highway [over the roads, footpaths and others subject to all title conditions and rights of whatever nature affecting it.

2.2 The Licensee will occupy the Property as a mere licensee only and acknowledge that possession of the Property is retained by the Licensor subject to the rights created by the Licence.

2.3 The Parties agree that the Licence is not a lease and does not confer any tenancy rights on the Licensee.

3. Duration

3.1 The Licence will commence on the Date of Entry and will continue from entry date to 31st October 2025 and month to month thereafter until terminated by either Party on delivering to the other Party not less than 28 days written notice to the effect that they are terminating the Licence at the expiry of the period specified in the notice.

3.2 At the Date of Termination, the Licensee will:

3.2.1 remove from the Property with its whole equipment and other items, without the need for any notice from the Licensor, and

3.2.2 leave the Property in a condition consistent with full compliance with its obligations under the Licence.

4. Payments

4.1 The Licensee will pay the Licence Fee to the Licensor by equal instalments in advance on 1st day of each month], the first payment being due on the Date of Entry in respect of the period from the Date of Entry to the next payment date, and monthly after that;

4.2 The Licensee will also pay for the duration of the Licence:

4.2.1 all rates, taxes, duties, levies, charges, assessments, impositions and outgoings whatsoever imposed on or payable in respect of the Property or on its owner or occupier;

4.2.2 all insurance premiums payable under the insurances effected by the Licensor in relation to the Property (including any sums the Licensor pays to comply with Clause 6.1 and any additional premiums payable by reason of the Permitted Use); and

4.2.3 all costs incurred by the Licensor in procuring the remedy of any breach of any obligation of the Licensee under the Licence.

4.3 All sums payable under the Licence, including the Licence Fee, are exclusive of Value Added Tax, which, if payable, is payable in addition in return for a valid Value Added Tax invoice.

4.4 If:

4.4.1 the Licence Fee is not paid on the due date; or

4.4.2 any other sums due by the Licensee are not paid within 10 Business Days after the due date

then the Licensee will pay to the Licensor Interest on the outstanding money.

5. Use

5.1 The Licensee will use the Property for the Permitted Use and for no other purpose.

5.2 The Licensor gives no warranty that:

5.2.1 the Property is suitable for the Permitted Use; or

5.2.2 the Permitted Use is or will remain the permitted use of the Property within the provisions of the planning or other relevant legislation from time to time.

5.3 The Licensee will not do or permit to be done upon or in connection with the Property anything which would be a legal nuisance or cause of damage to the Licensor or the other occupiers of any neighbouring premises or both.

5.4 The Licensee will comply with:

5.4.1 all statutes, bye-laws and other regulations affecting the Property or the Licensee's use of the Property;

5.4.2 all obligations, restrictions, reservations and other conditions in the titles of the Property; and

5.4.3 all reasonable regulations which may be issued from time to time by the Licensor or its agents in relation to the Property, including in respect of health and safety, risk management and security.

6. Indemnity and Insurance

6.1 The Licensor will insure the Property against normal commercial risks in their full reinstatement cost (subject to any excesses, limitations and exclusions imposed by the insurers) and will produce written evidence of such insurance to the Licensee on demand.

6.2 The Licensee will indemnify and keep indemnified the Licensor on demand from all liability in respect of:

6.2.1 any injury to or death of any person by reason of or arising out of the state and condition of the Property or the use of the Property by the Licensee;

6.2.2 damage or loss which may be suffered by any persons by reason of or arising out of the state and condition of the Property or the use of the Property by the Licensee;

6.2.3 any breach by the Licensee of its obligations under the Licence; and

6.2.4 local authority rates and other costs associated with the occupancy of the Property.

6.3 The Licensee will take out insurance cover:

6.3.1 such as is necessary to give full indemnification to the Licensor in respect of the matters referred to at Clauses 6.2.1 and 6.2.2; and

6.3.2 against public liability in at least the sum of £1 Million for each and every claim,

and, in both cases, will produce written evidence of such insurance to the Licensor on demand.

- 6.4 The Licensee will not do anything which vitiates or makes void or voidable any insurance policy for the Property effected by the Licensor, or causes monies otherwise payable under such policy to be irrecoverable or refused or withheld, or an increased premium or loading to be payable in respect of such policy.
- 6.5 Should the use or non-use of the Property cause any increase in the cost of insuring the Property or any adjacent premises of the Licensor the Licensee will on demand from time to time pay to the Licensor the amount of any such increase.

7. Sub-Licence

- 7.1 The granting of this licence is conditional to the licensee granting a sub licence to Falkirk Thornhill Community Hall (FTCH) on terms to be agreed between the two parties, including area of let, times etc. For clarity the sub-licence will confirm –

- Accommodation to be let (not less than 31% or thereby of the property)
- Times of let
- Share of costs associated with let

- 7.2 The licensee is liable for all rates and other outgoings associated with this unit. However, the cost of these will be shared on an equitable basis with FTCH
- 7.3 Both the licensee and the FTCH will hold access keys to the property
- 7.4 In the absence of both parties being able to agree on matters, Falkirk Council as Licensor will step in to mediate with the decision of Council Officers being final.
- 7.5 The Licensor will be entitled to assign its interest under the Licence.

8. Condition

- 8.1 The Licensee accepts the Property in its present condition [as evidenced by the Schedule of Condition as being fit in all respects for the Permitted Use.
- 8.2 The Licensee will:
- 8.2.1 at its own cost, repair and maintain the Property in the condition as evidenced by the Schedule of Condition so that it is at all times in at least such condition and, when necessary, but only in so far as required to maintain the Property in such condition, renew and rebuild the Property (other than damage caused by risks against which the Licensor has effected insurance except to the extent its insurance has been invalidated by the Licensee or those for whom they are responsible); and
- 8.2.2 leave the Property in such condition at the Date of Termination, all to the satisfaction of the Licensor (acting reasonably).
- 8.3 If the Licensee fails to carry out any works to the Property for which it is responsible in terms of the Licence after a written demand has been made by the Licensor, the Licensor may carry

out such works (without prejudice to its other rights including its rights to terminate the Licence) and the Licensee will pay to the Licensor on demand the whole proper costs incurred by the Licensor in so doing, together with interest.

- 8.4 The Licensor will have no liability to repair, maintain, renew or replace the Property.

9. Alterations

- 9.1 The Licensee will not carry out any alterations or additions to the Property without the prior written approval of the Licensor [(which will not be unreasonably withheld or delayed in respect of internal non-structural alterations only)].

- 9.2 To the extent requested by the Licensor, the Licensee will remove any alterations and additions carried out by it and reinstate the Property at the Date of Termination to the condition they were in before such alterations and/or additions were made.

10. Access

When taking access to the Property, the Licensor will, and will procure that any other parties exercising such rights of access will:

- 10.1 cause minimum interference reasonably practicable with the Licensee's use of the Property and
- 10.2 make good to the Licensee's satisfaction (acting reasonably) any damage caused to the Property and the Licensee's fixtures and fittings.

11. Registration

The Licensor will:

- 11.1 register the Licence in the Books of Council and Session for registration for preservation and execution;
- 11.2 order two extracts; and
- 11.3 deliver one of the extracts to the Licensee (or its solicitors on its behalf) as soon as reasonably practicable following receipt of the extracts.

12. Early Termination

If:

- 12.1 any sums due under the Licence [(including the Licence Fee)] or any part of them are not paid on the due dates; or
- 12.2 the Licensee fails to implement any of its other obligations under the Licence; or
- 12.3 the Licensee:
- 12.3.1 goes into liquidation, receivership or administration;
 - 12.3.2 signs a trust deed for creditors, is sequestrated or enters a voluntary arrangement.
 - 12.3.3 becomes insolvent or apparently insolvent; or

12.3.4 is wound up or dissolved,

then, in each case, the Licensor may, at its option, at any time by notice in writing to the Licensee terminate the Licence with effect from the date specified in the notice but reserving to the Licensor its right of action in respect of any antecedent breach of the Licensee's obligations:

13. Notices

13.1 Any notice, demand, request or certificate required under the Licence must be in writing and may be delivered personally, or sent by post to the relevant Party using the relevant details specified in Clause 13.3.

13.2 Any notice, demand, request or certificate will be deemed to be received:

13.2.1 if delivered personally, (with proof of delivery) at the time of delivery; [and]

13.2.2 if sent by recorded delivery post, 48 hours after the date of posting; [and]

Provided that if, in the case of personal delivery, such delivery occurs outwith normal business hours on a Business Day or on a day which is not a Business Day, delivery will be deemed to occur on the next Business Day.

13.3 The details referred to in Clause 13.1 are:

The Licensor-Falkirk Council

Address: The Falkirk Stadium, 4 Stadium Way Falkirk FK2 9EE

For the attention of: Director of Place Services

The Licensee- Rainbow Muslim Women's Group SCIO

Address 1: Westfield Street, Falkirk, FK2 9DX

For the attention of: [REDACTED]

or such other address, or person as may be notified in writing from time to time by the relevant Party to the other Party for the purposes of this Clause with both Parties being obliged to notify the other Party within 14 days of any change of Office bearer or notice address as the case may be.

14. No Liability

The Licensor is not liable to the Licensee for any loss, injury or damage which the Licensee may sustain from a deficiency in any part of the Property or the death of or injury to any person or for damage to any property or for any losses, claims, demands, actions, proceedings; damages, costs or expenses or other liability incurred by the Licensee in the exercise or purported exercise of the rights conferred on the Licensee under the Licence.

15. General

15.1 Neither the Licensee nor the Licensor will be bound by any acceptance of this offer or any other letter purporting to form part of the Licence or any amendment or variation of the Licence unless it is duly executed.

15.2 The Licence represents the entire agreement between the Parties relating to the licence of the Property and supersedes any previous agreements between the Parties relating to it. Neither of the Parties has been induced to enter into the Licence on account of any prior warranties or representations made which are not embodied in the Licence and no representation, warranty or undertaking of any description in respect of the Property, whether in relation to title, state of repair, compliance with statutes or other matters, the existence of local authority or other proposals or orders, or otherwise, is given in the Licence except insofar (if at all) as expressly stated in the Licence.

15.3 The Licence does not create any rights in favour of third parties under the Contract (Third Party Rights) (Scotland) Act 2017 to enforce or otherwise invoke any provision of the Licence.

16. Costs

16.1 Each of the Parties will bear their own costs and expenses in connection with the preparation and completion of the Licence.

16.2 The Licensee will pay within five Business Days after written demand the costs of registering the Licence in the Books of Council and Session and obtaining the extracts.

17. Proper Law and Prorogation

The Licence and the rights and obligations of the Licensor and the Licensee are governed by and are to be construed in accordance with the law of Scotland and the Licensor and the Licensee are deemed to have agreed to submit to the exclusive jurisdiction of the Scottish courts.

18. Consent to Registration

The Parties consent to registration of the Licence for preservation and execution.

19. Time Limit

This offer unless previously withdrawn is open for written acceptance reaching us here no later than 1st October 2024 failing which it will be deemed to have been withdrawn.

Landlord - Falkirk Council

Authorised Signatory

Witness

Address

*The Foundry Central Scotland
Lancaster
FK5 4RJ*

Licensee – Rainbow Women’s Muslim Group SCIO

Authorised Signatory

Witness

FALKIRK STADIUM

Place of signing

Full name

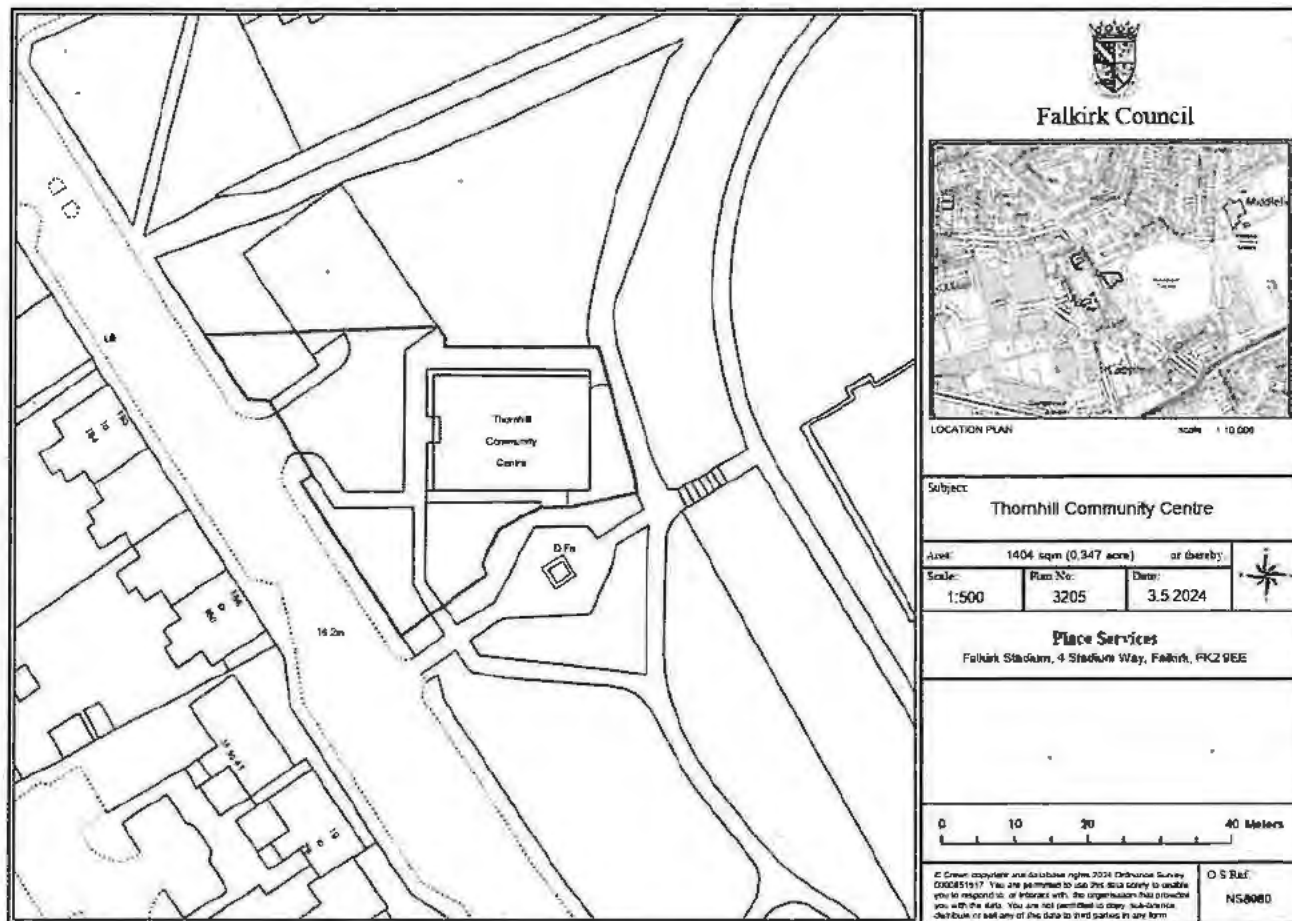
30/09/2025

Date of signing

FALKIRK COUNCIL

COMHAIRLE NA H-EAGLAIS BRICE

Place Services | Falkirk Stadium, 4 Stadium Way, Falkirk FK2 9EE | Director: Malcolm Bennie



	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
08:30				Hartbeeps			
09:00	FREE	FREE	FREE	Hartbeeps	FREE	Art & Soul (monthly)	FREE
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15:30	FREE	FREE	FREE	Hartbeeps	FREE	FREE	Church Groups
16:00	FREE	FREE	FREE	Hartbeeps	FREE	FREE	FREE
16:30	FREE	FREE	FREE	FREE	FREE	FREE	FREE
17:00	FREE	FREE	FREE	FREE	FREE	FREE	FREE
17:30	FREE	Kettlecise 5:45pm	FREE	FREE	FREE	FREE	FREE
18:00	FREE	Kettlecise	FREE	FREE	FREE	FREE	FREE
18:30	FREE	Kettlecise to 6:45pm	FREE	FREE	FREE	FREE	FREE
19:00	Satori Mind	Ladies Lodge (monthly)	FREE	Zumba Group	FREE	FREE	FREE
19:30	Satori Mind	Ladies Lodge (monthly)	FREE	Zumba Group	FREE	FREE	FREE
20:00	Satori Mind	Ladies Lodge (monthly)	FREE	Zumba Group	FREE	FREE	FREE
20:30	Satori Mind	Ladies Lodge (monthly)	FREE	Connect 2	FREE	FREE	FREE
21:00	Satori Mind	FREE	FREE	Connect 2	FREE	FREE	FREE
21:30	Satori Mind	FREE	FREE	Connect 2	FREE	FREE	FREE
22:00	Satori Mind	FREE	FREE	Connect 2	FREE	FREE	FREE



30/9/25 0



30-9-25

Enquiries to: [REDACTED]

Telephone: [REDACTED]

Email: [REDACTED]

Our Ref: 073004 [REDACTED]

Falkirk Thornhill Community Hall SCIO
Thornhill Road
Falkirk
FK2 7AE

Date: 17 September 2025

Dear Falkirk Thornhill Community Hall (SCIO)

Licence of Thornhill Community Hall, Thornhill Road, Falkirk

I refer to your interest in taking on a licence over the above property and can confirm that Falkirk Council is prepared to lease you the above unit, subject to the following main terms and conditions: -

- 1) Tenant: Falkirk Thornhill Community Hall SCIO
- 2) Entry: 1st October 2025
- 3) Rental: £1 per month
- 4) Sub-licence: The granting of this licence is conditional on the Licensee granting a sub licence to Rainbow Muslim Women's Group (RMWG) on terms to be agreed between the two parties, including area of let, times etc. For clarity the sub-licence will confirm –
 - i) Accommodation to be let
 - ii) Times of lets
 - iii) Share of costs associated with the let
- 5) Rates: The licensee is liable for all rates and other outgoings associated with this unit. However, the cost of these will be shared on an equitable basis with RMWG
- 6) Key Holders: Both the licensee and RMWG will hold access keys to the property
- 7) Duration: Monthly basis
- 8) Use: Community Hall for community purposes

- 9) Mediation: In the absence of both parties being able to agree on matters, Falkirk Council as Licensor will step in to mediate with the decision of Council officers being final.
- 10) Repairs: This property is let on a full repairing and insuring basis with the licensor insuring the fabric of the building and recharging the premium to the licensor.

I trust the above outlines the proposed terms and conditions and, in this regard, I look forward to receiving your written agreement.

Yours sincerely

A handwritten signature in black ink, appearing to read "Paul Keith". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Head of Investment, Assets & Climate

"This correspondence is not intended to form part of a contract and any proposed transaction is subject to conclusion of formal missives."

THORNHILL COMMUNITY CENTRE – OPERATIONAL RULES & CODE OF CONDUCT

Adopted for use by the Principal Licence Holder (RMWG) – 27TH February 2026

Presented to FTCH for acknowledgement and day-to-day use.

Introduction

Following a mediation meeting between the parties, it was recognised that a structured set of operational rules would help ensure clarity, stability and fairness in the shared use of Thornhill Community Hall. As no jointly produced document materialised after those discussions, RMWG has prepared and adopted this comprehensive framework in its capacity as Principal Licence Holder. These rules provide clear procedures and boundaries for day-to-day management and are issued to FTCH for acknowledgement and use.

1. Licence Hierarchy & Authority

1.1 RMWG is the Principal Licence Holder for Thornhill Community Hall. FTCH is a Sub-Licensee whose rights derive from, and are conditional upon, the Principal Licence.

1.2 RMWG retains final operational authority over safety, security, legal compliance, building systems, timetable integrity and protection of the property.

1.3 FTCH has no audit, supervisory or managerial authority over RMWG. Attempts to impose parallel oversight or administrative burdens are not permitted.

1.4 Both parties will cooperate in good faith and in accordance with these rules.

2. Access, Keys & Security

2.1 Keys and codes may be used only for authorised lets and activities.

2.2 Changes to locks or codes require 48 hours' notice to both parties, unless emergency security concerns necessitate immediate action.

2.3 A shared key-holder register will be maintained and kept current.

3. Use of Space, Booking & Buffers

3.1 Space/use allocation remains RMWG 69% and FTCH 31%.

3.2 A shared calendar must be used for all bookings and operational visibility.

3.3 Mandatory buffers: a 15-minute buffer must be observed before and after every let. Back-to-back bookings without buffers are non-compliant.

3.4 RMWG may access the premises during FTCH lets only for essential management duties and will minimise disruption.

4. Financial Responsibilities & Evidence Standard

4.1 FTCH will contribute 31% of legitimate running costs, including utilities, cleaning, shared insurance elements and other outgoings under the Principal Licence.

4.2 Evidence standard: RMWG will provide copies of supplier bills covering the relevant period (showing period, meter readings, standing charges and usage). This constitutes full evidential sufficiency for validation of recharges.

4.3 FTCH has no right to audit RMWG. There is no entitlement to internal accounts, unrelated billing periods, supplier contracts or internal governance documents.

4.4 Standing charges are payable regardless of temporary heating interruptions. Usage charges may be pro-rated where appropriate.

4.5 Cleaning is a shared outgoing. Routine cleaning is shared at 69/31. Additional cleaning attributable to a party may be recharged to that party.

4.6 Payment terms: 30 days from the date the evidence is provided, unless otherwise agreed in writing.

5. Facilities Management (Heating, Building Systems, Broadband, Cleaning)

5.1 Heating management: RMWG manages building heating and will ensure reasonable temperatures during all lets. A 60-minute pre-let check and a 15-minute final confirmation will be undertaken for FTCH protected lets. FTCH will be given read-only visibility of the heating schedule for its protected lets and a same-day operational contact for urgent adjustments.

5.2 Building systems: Where Council approval is required for alterations or upgrades (e.g., smart thermostats), RMWG will hold or obtain such approval. FTCH has no right to operate or alter building control systems.

5.3 Cleaning: RMWG will contract cleaning services. FTCH will receive a simple monthly summary line indicating routine cleaning and any additional cleans.

5.4 Broadband: Each party maintains and pays for its own broadband connection as required for its operations.

6. Data Protection, CCTV & Privacy

6.1 RMWG and FTCH are separate Data Controllers. Each party remains responsible for compliance with applicable data protection laws for its own processing activities.

6.2 Internal documents are not shared. Neither party is entitled to the other's DPIA, internal policies, retention schedules, internal logs, or CCTV governance documentation unless required by law or expressly agreed in writing.

6.3 RMWG must know which group is present in the hall at any time to fulfil its responsibilities as licence holder. RMWG does not require or hold personal data on FTCH's individual attendees.

6.4 CCTV: Each party that operates CCTV must meet legal requirements (e.g., signage and registration, where applicable). Neither party may access, copy or interfere with the other's system without consent or legal obligation.

6.5 Safeguarding: Concerns must be reported to RMWG with date/time and location so that CCTV footage can be reviewed proportionately, subject to the rights and freedoms of others.

7. Communications Protocol

7.1 Operational communications must use designated email addresses/phone contacts.

7.2 Repetitive, aggressive or duplicative correspondence that disrupts operations may trigger the anti-harassment provisions (Section 8).

8. Anti-Harassment, Vexatious Conduct & Overreach

8.1 The following behaviours are prohibited: serial or repetitive demand letters without new grounds; excessive administrative or audit-style demands; misuse of GDPR to compel disclosure of internal documents; attempts to supervise or override RMWG's role; refusal to observe buffer/timetable rules; and legal-style intimidation intended to disrupt operations.

8.2 Remedies for breach: written notice; governance meeting; escalation under the dispute pathway; and, where necessary, temporary suspension of non-essential cooperation until resolution.

9. Dispute Resolution

9.1 Steps: (1) written notice specifying the issue and proposed remedy; (2) meeting within 10 working days; (3) referral to the Council for mediation if unresolved. Service delivery continues while a dispute is in progress.

10. Safeguarding

10.1 Safeguarding concerns must be reported promptly to RMWG with sufficient detail (date/time/location). RMWG will review, including CCTV where lawful and proportionate.

11. Review & Amendment

11.1 These rules may be reviewed annually or as required to maintain effective and lawful operation.

12. Adoption & Implementation

RMWG has adopted and implemented these rules with immediate effect and invites FTCH to acknowledge and operate within this framework.

MEMO TO FALKIRK COUNCIL

Subject: Summary of RMWG's Position, Operational Governance Framework, and Request for Council Acknowledgement

Date: 27th February 2026

From: Rainbow Muslim Women's Group SCIO (RMWG) – Principal Licence Holder

To: Falkirk Council

1. Purpose of This Memo

This memo summarises:

- RMWG's position as Principal Licence Holder
- Why RMWG established a formal set of Operational Rules
- The operational challenges that required structured governance
- The need for Falkirk Council to acknowledge the approach and the framework adopted

This draws on RMWG's consolidated response letter to Falkirk Thornhill Community Hall SCIO (FTCH) and the Operational Rules adopted on **27 February 2026**.

2. Background and Context

RMWG completed a full review of the issues repeatedly arising between RMWG and FTCH. As part of that review, RMWG consulted Falkirk Council to ensure alignment with licensing obligations and expected governance practice.

Following the earlier mediation meeting, it was agreed in principle that a structured operational document was needed to ensure clarity and stability. As no jointly produced document emerged, RMWG has now prepared and adopted a comprehensive set of Operational Rules.

3. RMWG's Licence Responsibilities and Authority

The Operational Rules reflect the licence hierarchy:

- **RMWG is the Principal Licence Holder** for Thornhill Community Hall.

- **FTCH is a sub-licensee** whose rights are conditional upon—and subordinate to—the Principal Licence.

RMWG retains final decision-making authority over:

- safety and security
- legal compliance
- building systems (e.g., heating, access control)
- timetable integrity
- protection of the premises

This authority stems directly from the Principal Licence issued by Falkirk Council.

4. Why RMWG Established the Operational Rules

4.1 To resolve repeated operational disputes

The lack of a shared framework resulted in recurring disagreements regarding heating, lets, access, cleaning, and other building management issues.

4.2 To prevent attempts at overreach by FTCH

FTCH expectations had begun to exceed their role as a sub-licensee, including attempts at supervision, oversight, or imposing administrative burdens on RMWG.

4.3 To protect RMWG from inappropriate GDPR and audit demands

FTCH repeatedly requested documents they are not legally entitled to (DPIAs, internal logs, policies, internal governance papers).

RMWG and FTCH are **separate Data Controllers**, and these materials are not shared unless required by law.

4.4 To ensure consistent, lawful, and non-disruptive communication

The rules introduce a communications protocol due to repetitive or escalatory correspondence.

4.5 To provide a clear dispute-resolution pathway

Disputes must now follow a structured three-stage process: clarification → meeting → Council mediation.

4.6 To protect community service continuity

Past conflicts risked service disruption, which the Rules now prevent through structured processes.

5. The Operational Rules – Purpose and Effect

The Operational Rules adopted by RMWG on 27 February 2026:

- provide clarity and predictability for both organisations
- set transparent financial evidence standards
- define clear boundaries for data protection and CCTV
- confirm operational expectations and access rules
- codify safeguarding procedures
- protect against harassment, vexatious conduct, and administrative overreach
- ensure RMWG can meet its obligations under the Principal Licence

They are Issued to FTCH for operational use and acknowledgement.

6. Why Falkirk Council Should Acknowledge This Framework

RMWG respectfully requests Falkirk Council to **formally acknowledge**:

1. **RMWG's authority to adopt and implement these rules**
As the Principal Licence Holder, RMWG is responsible for ensuring lawful, safe, and stable operation of the Hall. The rules directly support these obligations.
2. **That the Operational Rules are consistent with the Council's expectations**
They ensure compliance with:
 - the Principal Licence
 - health & safety duties
 - safeguarding responsibilities
 - appropriate governance standards
3. **That the rules address gaps left after the mediation process**
Council acknowledgement confirms that RMWG acted appropriately when no jointly drafted document emerged
4. **That the rules provide a necessary framework to reduce conflict**
Without the structure now in place, operational disputes were escalating unnecessarily and often reached the Council informally without a proper prior process.
5. **That the rules protect the Council's asset**
By strengthening:
 - security
 - building system governance
 - accountability
 - safeguarding compliance
6. **That FTCH is expected to operate within this framework**
Acknowledgement helps ensure FTCH respects:
 - the licence hierarchy
 - evidence standards
 - communication rules

- dispute pathway
- boundaries around data protection and CCTV

Council acknowledgement reinforces stability and prevents misuse of the Council's name or authority in operational disputes.

7. Conclusion

RMWG has acted reasonably, proportionately, and in accordance with the Principal Licence in adopting these Operational Rules.

They are necessary to:

- ensure lawful, safe, and stable hall operations
- reduce disruptive behaviours
- clarify responsibilities
- protect the Council's asset
- prevent further escalations
- ensure the community receives uninterrupted service

RMWG invites Falkirk Council to **formally acknowledge the Operational Rules and the rationale behind them**, in order to support structured, responsible joint use of Thornhill Community Hall going forward.

Enc.

- Final Letter – 27.2.26
- Operational Rules – 27.2.26 (final)

E3 - Falkirk Council clarification regarding licence responsibilities, running costs and recharge obligations

Hi FTMC

I refer to your query below relating to whether staff cleaning costs are rechargeable under the sub-licence agreement. I can confirm that a 31% share of the running costs of the property are to be recharged to the sub-licence this will include the cost of a cleaner.

The licensee is responsible for all out goings associated with the property; these are to be shared (re-charged) with FTMC. There is nothing in either agreement stating that the cleaning needs to be carried out by a volunteer. Therefore, this falls into the category of being a running cost and can be re-charged to FTMC at 31%. As do the costs of purchasing cleaning materials, I refer back to all out goings.

There is no requirement for RWMG (the licensee) to seek consent from FTMC (sub-licensee) for any matter that pertains to the running of the hall. This also includes the fitting of the Hive System, the carrying out of repairs etc

I trust the above proves helpful with the recharging of all the out goings associated with the property, the license states clearly that FTMC are responsible to pay a 31% share.

Regards


Principal Surveyor
Asset Management
Investment, Assets & Climate
Falkirk Council

20:07

E4 – Schedule of Shared Running Costs and FTCH Contribution Liability

Purpose

This document provides a summary of the shared running costs incurred at Thornhill Community Centre during the period of shared occupation between Rainbow Muslim Women's Group SCIO ("RMWG") and Falkirk Thornhill Community Hall SCIO ("FTCH").

Background

Under the Principal Licence and Sub-Licence arrangements, FTCH was responsible for contributing 31% of agreed running costs associated with the operation of Thornhill Community Centre. RMWG, as Principal Licence Holder, continued to administer and meet the costs associated with operating, maintaining and managing the facility, subsequently recharging FTCH in accordance with the agreed arrangements.

Following disputes regarding liability and payment, Falkirk Council officers provided clarification regarding the operation of the licence arrangements and confirmed that FTCH remained responsible for contributing a 31% share of the relevant running costs.

Summary of Shared Running Costs

The figures below represent expenditure incurred in the operation and maintenance of Thornhill Community Centre between October 2025 and August 2026 whilst the parties occupied the building under the Principal Licence and Sub-Licence arrangements.

During this period, RMWG continued to meet the costs associated with operating the facility, including utilities, cleaning, insurance, internet services, repairs, maintenance, statutory checks and other necessary running expenses.

Description	Amount
Total Running Costs Incurred	£13,248.65
FTCH Contribution Liability (31%)	£4,107.08
Payments Received from FTCH	£217.89
Outstanding Balance by FTCH	£3,889.19

The FTCH contribution has been calculated in accordance with the 31% allocation set out within the shared occupation arrangements.

Additional Costs Met Solely by RMWG

For completeness, RMWG notes that a number of costs incurred during the shared occupation period were not included within any recharge calculation and were met entirely by RMWG.

Item	Amount
CCTV System	£349.99
Kettle	£72.25
Microwave	£130.00
Flower Pots	£245.00
Bathroom Equipment	£64.00
Total	£861.24

These costs were incurred for the benefit of the facility but were not included within the invoices issued to FTCH. Accordingly, the above figure is entirely separate from the FTCH contribution liability referred to above and has been funded directly by RMWG.

Relevance

RMWG does not present this document to invite the Review Committee to determine any financial dispute between the parties. Rather, this schedule provides evidence of the practical operation of the shared occupation arrangements and demonstrates that RMWG continued to meet substantial operating costs associated with Thornhill Community Centre throughout the period of joint occupation.

The issues surrounding recharges, cost-sharing arrangements and payment obligations formed part of the wider operational and governance difficulties encountered during attempts to establish collaborative working between the parties. The schedule is therefore included as evidence of the practical challenges experienced during the operation of the shared governance model and the efforts required by RMWG to maintain the continued operation of the facility.

Post-Mediation Report

This report records the outcome of a mediation held between two community groups. It is intended to provide an impartial summary of the process, any agreements reached, and any follow-up actions. It should not disclose confidential discussions from private sessions.

1. Mediation Details

- **Case Reference:** SM05246
- **Date of Pre-Mediation Meetings:** 07.07.2026 (RMWG) and 08.07.2026 (FTCH)
- **Platform:** Teams
- **Date of Joint Session (in person):** 09.07.2026
- **Venue:** Forth Valley College, Falkirk
- **Mediator:** [REDACTED]
- **Report Date:** 10.07.2026

2. Community Groups

Group Name: Rainbow Muslim Womens Group (RMWG)

Representative(s): [REDACTED]

Role(s): Chair and Supporter

Group Name: Falkirk Thornhill Community Hall (FTCH)

Representative(s): [REDACTED]

Role(s): Chair and Secretary

3. Purpose of Mediation

Falkirk Council have requested mediation between both groups to identify whether they can collaborate on the Community Asset Transfer of Thornhill Community Centre.

4. Mediation Process Followed

- Opening session and introductions completed.
- Ground rules and confidentiality explained.
- Each group presented its perspective.
- Joint discussion facilitated.
- Options for resolution explored.
- Closing session completed

5. Topics Discussed

- Topic 1: The awarding of the FRI licence.
- Topic 2: The subsequent relationship between the two groups.
- Topic 3: Specific concerns between the two groups.
- Topic 4: Identification of joint unmet needs.

Post-Mediation Report

- Topic 5: Consideration of how to progress forward.

6. Outcomes

☐ Full agreement reached

☐ Partial agreement reached

☒ No agreement reached

☐ Further mediation recommended; although not explicitly recommended further mediation sessions remain available if both parties felt continuing discussions would be beneficial.

7. Mediator Observations

Both groups appeared to enter into discussions, both during individual pre-mediation meetings and in the joint session, with the willingness to participate in the mediation process and seek a pathway forward. There were concerns from all the participants that their lived experiences since the awarding of the FRI licence would make progress difficult. Ultimately, despite some understanding of the other groups' difficulties, and mutual similarities, they were unable to unify in the vision of a joint collaboration to secure the Community Asset Transfer of Thornhill Community Centre. It is noted there was a disconnect between parties on how best to proceed following mediation.

8. Confidentiality

This report records the mediation process and outcome, alongside the mediator's impartial observations. Confidential information from private meetings, which includes the pre-mediation meetings and joint session remains confidential unless all relevant parties' consent or disclosure is required by law.

9. Sign-Off

Mediator Name: [REDACTED]

Signature: [REDACTED]

Date: 15.07.2026

RAINBOW MUSLIM WOMEN'S GROUP

RESPONSE TO PUBLIC REPRESENTATIONS

COMMUNITY ASSET TRANSFER REQUEST – THORNHILL COMMUNITY CENTRE

1. Introduction

Rainbow Muslim Women's Group (RMWG) welcomes the opportunity to respond to the public representations received by Falkirk Council in connection with our Community Asset Transfer (CAT) application for Thornhill Community Centre.

Representations form a key part of the statutory process under Part 5 of the Community Empowerment (Scotland) Act 2015. We recognise that community assets are of deep importance to local people, particularly to those who rely on them for connection, wellbeing and support. Our response is intended to assist the Council by setting out relevant context, evidence and clarification in a measured and constructive way.

Our approach throughout is:

- respectful of lived experience;
- grounded in fact and evidence;
- focused on matters relevant to the Council's statutory duties; and
- forward-looking rather than conflict-driven.

This response should be read alongside our CAT application and supporting materials.

2. Volume, Balance and Nature of Representations

A total of **231** representations were submitted in relation to RMWG's CAT application.

- **216** representations (**over 93%**) expressed support for the RMWG application;
- **15** representations (**less than 7%**) raised objections; and
- **1** of the 15 objections was submitted by an individual who also represents the competing CAT applicant.

Support was received from:

- long-standing Falkirk residents;
- current and former users of Thornhill Community Centre;

- third-sector professionals, partner organisations and community groups;
- organisations working across health, wellbeing, poverty relief, refugee support and hospice care; and
- individuals with direct experience of managing community assets

Many supporters refer specifically to RMWG's:

- trust built over more than two decades of community-based work;
- proven governance, safeguarding and delivery capacity;
- practical experience of managing premises and complex programmes; and
- a demonstrated "open to all" ethos evidenced through practice rather than aspiration.

The scale, balance and substance of this support is a relevant consideration when assessing public benefit, confidence and suitability.

3. Informed Support from Former Trustees of Thornhill Community Centre

One of the most significant representations of support was submitted by former Trustees and volunteers of **Thornhill Community Hall SCIO**.

These individuals:

- managed and operated Thornhill Community Centre for ten years;
- held responsibility for governance, finances, compliance, lets and strategic development;
- possess detailed operational knowledge of the building, its costs and its users; and
- remained in charge until early 2025, immediately prior to the recent transition period.

Their collective letter expresses strong and unequivocal support for the RMWG CAT application and confirms confidence in RMWG's:

- governance and management capacity;
- financial planning and reserves;
- inclusive practice; and
- ability to safeguard existing lets with minimal disruption.

They further confirm that RMWG has secured running costs and reserves and presents a realistic, workable and sustainable future for the centre.

This endorsement carries particular evidential weight because it comes from individuals with extensive, first-hand experience of running the centre and understanding the responsibilities and risks involved in community asset stewardship.

4. Approach to Objections and Proportionality

RMWG has read and considered all objections carefully.

We recognise that:

- some concerns reflect anxiety during periods of change;
- some objections are based on misunderstandings of our proposal;
- some relate to operational issues arising during a temporary licence transition period rather than long-term ownership; and
- one objection was submitted by the competing CAT applicant's representative.

Concerns are addressed thematically rather than individually, with focus placed on matters relevant to statutory assessment of suitability, capacity and public benefit.

Where individuals experience distress or uncertainty, this is acknowledged sensitively. Where assertions are unproven or arise in a contested environment, clarification is provided proportionately.

5. Collaboration, Sub-Licence Arrangements and Governance Risk

One objection raises concerns about collaboration and sub-licence arrangements.

During the transition period, RMWG's primary responsibility was to avoid disruption to existing lets while the CAT process was ongoing. This required a cautious, legally compliant and risk-managed approach.

Collaboration proved challenging due to:

- limited goodwill and constructive engagement with the sub licensee (competing CAT applicant);
- unresolved and widely known conflict surrounding management transition;

- the absence of an established governance and asset-management track record within the newly formed committee; and
- the real risk of reputational, safeguarding and compliance exposure to RMWG as main licence holder.

In these circumstances, it would have been professionally irresponsible for a long-established charity such as RMWG to enter deep operational partnership arrangements or to place its reputation and accountability fully in the hands of a newly formed and contested structure.

RMWG therefore adopted a proportionate approach which prioritised:

- continuity for users;
- legal accountability and compliance;
- minimisation of governance risk; and
- stability during an unusually contentious transition period.

6. Existing lets, continuity and reassurance

6.1 Commitment to continuity

RMWG wishes to state clearly that:

- We do not intend to displace existing community groups
- We recognise the importance of stability for long-standing lets, particularly those supporting older people, people with disabilities, those experiencing isolation, or individuals managing mental health challenges
- Our CAT application explicitly states that existing lets will continue, and this remains our position

Our proposal is based on:

- Gradual development
- Better coordination
- Improved sustainability of the building — not replacement of existing community use.

6.2 Reassurance without weakening future viability

At the same time, responsible stewardship of a community asset requires that:

- The building remains financially viable
- Operational systems are lawful, safe, and sustainable
- The centre can respond to future community needs alongside existing use

We therefore seek a balanced approach:

- Respecting and valuing existing groups
- While retaining the flexibility necessary to manage a major community asset responsibly over the long term

We believe this approach is both reasonable and consistent with good asset governance.

7. Inclusion, equality and “open to all” concerns

Several representations raise concerns that:

- RMWG’s work focuses on women
- Muslim identity features prominently in our name
- This may limit inclusion of men, LGBT+ people, people of other faiths, or those with no faith

We wish to address this directly.

7.1 Evidence of inclusive practice

While our charitable purpose includes the empowerment of Muslim and ethnic minority women, our delivery has always extended far beyond that group. This is evidenced repeatedly in the representations received, including:

- Mixed-gender activities and family events
- Partnerships with organisations supporting addiction recovery, older people, refugees and asylum seekers
- Community-wide events such as Eid in the Park
- Use of our activities by people of many faiths and none

“Inclusion” for RMWG is not theoretical — it is evidenced through two decades of actual practice.

7.2 Equality duties

RMWG is:

- A registered Scottish charity
- Subject to the Equality Act 2010
- Experienced in delivering services safely and appropriately across protected characteristics

Ownership of a community asset would not alter these duties; it would reinforce them.

8. Allegations regarding access, surveillance, and conduct

A small number of representations make allegations relating to:

- Feeling “watched”
- Use of CCTV
- Lack of welcome
- Behaviour perceived as controlling or exclusionary

We take these concerns seriously and empathise with individuals who may feel unsettled or anxious, particularly in a context where relations between parties have become strained.

However, we respectfully note that:

- These issues arise during a temporary FRI licence period, not under community ownership
- Multiple narratives have emerged in a context of competing applications, heightened emotion, and public commentary
- Some allegations are assertions rather than evidenced findings

RMWG:

- Uses CCTV lawfully and proportionately for safeguarding and insurance purposes
- Has never sought to monitor or intimidate lawful users
- Remains open to dialogue and improvement in communication and visibility

We believe it is important that assessment of suitability be based on:

- Governance structures

- Track record
- Demonstrated delivery — not on an atmosphere of fear or division that has emerged during an unusually contentious transition period.

9. Heritage, the Mural and Cultural Identity

We recognise that the mural at Thornhill Community Centre is meaningful to many local people.

RMWG has never proposed the erasure of local history or heritage. Our intention is to:

- Respect the building's place in Falkirk's story
- Work collaboratively with the Council and community on any future changes
- Ensure the centre reflects shared belonging, not exclusion

Any suggestion that RMWG seeks to remove Scottish identity is inconsistent with our history of celebrating and contributing to Falkirk's civic life.

10. Consultation and Engagement

Some representations state that they were not consulted.

We acknowledge that:

- Consultation processes have taken place in a challenging environment
- Engagement has occurred alongside live operational pressures
- Misinformation and polarisation have complicated dialogue

Nonetheless, RMWG has:

- Undertaken consultation as part of its CAT application
- Engaged with partners, users and stakeholders over many years
- Demonstrated a consistent willingness to listen and adapt

We remain committed to ongoing, structured engagement should our application be successful.

- Clear plans for sustainability and improvement

While recognising that different views exist, we respectfully suggest that fear, division and conflict should not determine the future of a community asset — evidence, capacity and public benefit should.

11. Suitability and Public Benefit

The statutory question before the Council is whether RMWG is a suitable community transfer body capable of delivering greater or equivalent public benefit.

Our supporting evidence demonstrates:

- strong governance and financial reserves;
- professional advice and compliance capacity;
- over twenty years of community delivery;
- overwhelming community support;
- informed endorsement from experienced former managers of the centre; and
- clear plans for sustainability and improvement.

12. Looking Forward: A Shared Future for Thornhill Community Centre

Rainbow Muslim Women's Group believes that Thornhill Community Centre has the potential to be more than a facility that survives; it can be a centre that thrives, adapts, and continues to serve the changing needs of the community for generations to come.

Our vision for the future of the centre is one rooted in continuity and care, but also in long-term stewardship. We recognise that successful community assets are not sustained simply by preserving what has always been done, but by ensuring that buildings, services and governance evolve responsibly in response to social, economic and demographic change.

RMWG is well placed to take this forward because of our longstanding presence in Falkirk, our proven ability to deliver inclusive services at scale, and our experience of managing complexity with sensitivity. Over more than twenty years, we have worked with communities during times of pressure and uncertainty — including during the Covid-19 pandemic — and have consistently responded by strengthening, rather than fragmenting, community bonds.

Looking ahead, our ambitions for Thornhill Community Centre include:

- Safeguarding the centre as an open, welcoming community space, accessible to existing users while expanding opportunities for wider participation;
- Improving the sustainability of the building, including energy efficiency and responsible investment, so that it remains affordable and viable in the long term;

- Building on existing activity, while gradually broadening the range of programmes available to reflect the needs of different ages, backgrounds and circumstances;
- Creating opportunities for volunteering, skills development and community leadership, ensuring the centre remains rooted in local involvement and ownership;
- Strengthening partnerships, drawing on our established relationships across the third sector, health, education and community development.

At a time when many communities are experiencing division, isolation and pressure on shared spaces, we believe Thornhill Community Centre can be a place that brings people together through everyday, practical activity — learning, connection, support and shared use — rather than through rhetoric or competition.

RMWG's approach to the future is grounded in civic responsibility and humility. We do not claim to have all the answers, but we do bring experience, stability, and an ethos of listening and cooperation. We see community ownership not as an end in itself, but as a means to ensure that Thornhill Community Centre remains a trusted, well-run and genuinely shared asset for Falkirk.

13. Closing Statement

Rainbow Muslim Women's Group recognises that Thornhill Community Centre is more than a building. For many people it represents continuity, connection, shared history and a place of belonging. We do not underestimate the responsibility that comes with seeking community ownership of such an asset, nor the strength of feeling that accompanies any proposal for change.

Our application is founded on long-standing service to the people of Falkirk, practical experience of delivering inclusive community provision, and a genuine commitment to stewardship that strengthens rather than fragments the local area. For over two decades, RMWG has worked quietly and consistently to bring people together across differences, often in challenging circumstances, and always with a focus on dignity, respect, and shared community benefit.

We acknowledge that this process has taken place during a period of heightened tension and uncertainty, and that anxiety about the future of valued community spaces can easily give rise to fear or misunderstanding. We believe it is important, however, that the future of Thornhill Community Centre is determined not by division or mistrust, but by evidence, capacity, and the long-term interests of the whole community.

Our intention is neither to displace existing users nor to redefine the centre in narrow terms. Rather, it is to safeguard its future, improve its sustainability, and ensure it

continues to be a welcoming, well-managed, and accessible space for current and future generations.

We respectfully ask Falkirk Council to consider our application, and our response to representations, in that spirit.

Statement on Behalf of RMWG to Falkirk Council Executive

Chair, Provost, Councillors and Officers,

Thank you for providing RMWG with the opportunity to address the Executive today.

Given the significance of the decision before you, we have prepared a statement which we intend to read in full. Our purpose is to ensure that Executive has the benefit of RMWG's complete position when considering its final determination.

We do not intend to revisit every disagreement, challenge every allegation, or rehearse the lengthy history that has preceded this meeting. Instead, we wish to focus on the questions most relevant to the decision now before you:

- What was learned through mediation?
- Did mediation identify a viable alternative to the existing recommendation?
- What outcome is most likely to secure the long-term future of Thornhill Community Centre?
- What decision is in the best interests of the community it exists to serve?

RMWG would first like to express its appreciation for the work undertaken by Falkirk Council officers throughout the Community Asset Transfer process and for the Executive's decision to allow mediation before reaching a final determination.

When Executive deferred its original decision, we respected that decision completely and participated in mediation in the spirit intended. We attended in good faith, with sincerity and professionalism, and with a genuine willingness to explore

whether a practical and sustainable basis for future cooperation could be identified.

Our objective was simple. We wanted to understand whether a workable model could emerge that would genuinely serve the long-term interests of Thornhill Community Centre and the wider community.

Throughout the mediation process, RMWG sought to focus on the future rather than the past.

We hoped to explore practical questions relating to governance, accountability, decision-making, financial responsibility, operational management, dispute resolution and long-term sustainability. These are fundamental considerations which determine whether any partnership can succeed in practice.

Unfortunately, the mediation did not progress to the point where these matters could be explored in sufficient detail.

As a consequence, no comprehensive governance framework emerged, no clearly defined allocation of responsibilities was identified, and no detailed operational model was developed that could be properly assessed by our Trustees.

The process therefore did not provide RMWG with confidence that a viable alternative arrangement existed which could reasonably be considered superior to the recommendation already before Executive.

We make that observation not as a criticism of anyone involved, but simply as an honest assessment of the outcome.

It is also important to recognise that mediation did not take place in isolation.

Since October 2025, both organisations have operated within the same facility through licence and sub-licence arrangements. During that time there have been multiple opportunities to explore practical collaboration and joint working.

In that sense, mediation was not the beginning of a conversation. It was the latest opportunity within a much longer process to determine whether a mutually acceptable collaborative model could be established.

Regrettably, despite those opportunities, no workable arrangement emerged.

We do not say this to attribute blame to any individual or organisation. We simply recognise the reality that, despite sustained opportunities over a significant period of time, the parties have been unable to identify an arrangement that provides the clarity, governance, accountability and confidence required for the long-term stewardship of this important community asset.

While collaboration is often a desirable objective, it must be built upon clarity, confidence and a shared understanding of responsibilities. The opportunities provided to explore joint arrangements have unfortunately not resulted in such a model.

In many respects, mediation therefore achieved one important outcome: it provided clarity.

It demonstrated that no sufficiently developed alternative arrangement has emerged that would justify departing from the recommendation already before this Executive.

The Executive is therefore returned to the position that existed before the deferral.

The recommendation before you was not reached casually, nor was it the opinion of a single individual.

It was the result of a formal assessment process in which competing applications were scrutinised, evaluated and assessed against the relevant criteria by experienced officers drawn from a range of professional disciplines.

Professional officers considered the evidence and reached a recommendation that ownership of the asset should transfer to RMWG.

That recommendation reflects professional judgement, collective expertise and evidence-based assessment.

Executive members are, of course, entitled to reach their own conclusions, but we respectfully submit that significant weight should be afforded to the findings of the Council's own assessment process.

The central question before Executive today is therefore a straightforward one:

What evidence has emerged since that recommendation was reached that justifies a different conclusion?

Executive deferred its original decision to provide one final opportunity for an alternative solution to emerge.

That opportunity has now been provided.

Mediation has taken place.

No viable alternative arrangement emerged.

Accordingly, the officer recommendation remains the only fully assessed, fully evaluated and evidence-based proposal before you.

There is, however, one further consideration which we respectfully ask Executive to take into account.

This process has now been ongoing for a considerable period of time.

The reality is that uncertainty comes at a cost.

Continued delay inevitably diverts time, energy and resources away from community delivery and towards continued process. Long-term planning becomes more difficult. Opportunities are postponed. Confidence among users, volunteers, partners and stakeholders can be affected.

Most importantly, the community is left waiting.

The community now deserves certainty.

A clear and decisive outcome will provide an unambiguous foundation upon which the future of Thornhill Community Centre can be built.

It will allow detailed planning to proceed with confidence.

It will establish clear accountability and responsibility.

It will provide reassurance to users, volunteers and partner organisations.

Most importantly, it will unlock significant funding opportunities that depend upon long-term certainty and security.

Those resources can then be directed where they belong: improving facilities, expanding services, supporting local groups and delivering tangible benefits for the people of Thornhill.

Before concluding, we would ask Executive to reflect on one final point.

RMWG is proud of its roots within Falkirk's ethnic minority Muslim community.

We are equally proud to be part of the wider Falkirk community and to contribute alongside many others to the social, cultural and civic life of the area.

Throughout this process, our vision has always been one of openness, inclusion and service to all.

We have never viewed Thornhill Community Centre as belonging to any one section of the community. We view it as a community asset that should be welcoming, accessible and beneficial to everyone.

The strength of Falkirk lies in the contribution made by people from every background, heritage and faith tradition.

Community leadership can emerge from many places and many experiences.

What matters is not ethnicity, faith, familiarity or historic association.

What matters is capability, commitment, governance, sustainability and the ability to deliver positive outcomes for local people.

The Community Asset Transfer process exists to ensure that decisions are reached on evidence, merit and community benefit.

Following that process, officers recommended transfer to RMWG.

We respectfully submit that there is now an opportunity to demonstrate confidence in those principles and confidence in a positive future for Thornhill Community Centre.

RMWG does not seek ownership as an end in itself.

We seek it as a means of securing investment, improving facilities, strengthening sustainability, increasing opportunities and delivering long-term benefits for the whole community.

Accordingly, we respectfully invite Executive to bring this process to a conclusion, endorse the recommendation before it, and proceed with the transfer of the asset to RMWG.

Should Executive do so, we stand ready to move forward positively, constructively and inclusively. We stand ready to work with all community groups, all centre users and all stakeholders to ensure that Thornhill Community Centre becomes a sustainable, thriving and welcoming asset serving the entire community for many years to come.

Thank you for your time and consideration.

Subject: Formal Representation Opposing the Community Asset Transfer Application by Falkirk Thornhill Community Hall SCIO (FTCH)

Email: strategicpropertyreview@falkirk.gov.uk

26th March 2026

Dear Community Asset Transfer Team,

Rainbow Muslim Women's Group (RMWG) submits this formal representation to Falkirk Council in response to the Community Asset Transfer (CAT) application submitted by Falkirk Thornhill Community Hall SCIO (FTCH). Having carefully reviewed FTCH's application, and drawing upon extensive documented experience during the shared licence period, we respectfully request that Falkirk Council reject FTCH's CAT application on the basis of:

1. demonstrable governance and operational risks,
2. inability to work collaboratively with partners,
3. misleading projection of experience and continuity,
4. divisive public campaigning and misinformation,
5. unrealistic development proposals and governance concerns,
6. misalignment with the principles of the Community Empowerment (Scotland) Act 2015, and
7. clear and independent evidence that RMWG is better placed to deliver sustainable, inclusive, long-term community benefit.

This representation incorporates documented facts, direct correspondence between the organisations, the public statement of former long-serving trustees of Thornhill Community Hall, and the statutory principles that govern the CAT process.

1. Context: RMWG as Principal Licensee and Established Provider

RMWG has been the principal licence holder since October 2025 and has ensured that Thornhill Community Centre remained open, functional, and inclusive throughout the transition period. Having served Falkirk for more than 20 years, RMWG has delivered wide-ranging community benefits including:

- wellbeing programmes,
- food and crisis support,
- youth and family activities,
- cultural cohesion work,
- emergency humanitarian support (including COVID-19 partnerships),
- and strong, established partnerships with the Council, NHS and local agencies.

Our services have always been open to all and grounded in the ethos of inclusion, fairness, and collaboration.

2. FTCH's Lack of Cooperation and Adversarial Conduct During Shared Occupancy

From the outset of the sub-licence arrangement, RMWG undertook repeated, good-faith efforts to establish a cooperative working relationship with FTCH. These efforts were consistently met with resistance.

Documented correspondence shows:

- FTCH declined multiple invitations to meet and agree operational protocols.
- FTCH withheld basic operational knowledge despite previously managing the facility.
- FTCH adopted a combative approach, frequently escalating procedural matters instead of seeking resolution.
- FTCH referenced breach clauses at the earliest stages of transition, creating an adversarial environment.
- FTCH communicated, within days of RMWG assuming responsibility, that RMWG should “give notice” on its FRI licence so FTCH could resume control.

This pattern is incompatible with the governance, partnership working and community-led ethos expected in the management of a public asset.

3. FTCH’s Campaigning Has Facilitated Misinformation and Community Division

RMWG formally reported multiple instances of hostile online narratives, including misinformation and discriminatory commentary. While FTCH did not author all such posts, their public messaging and tone enabled a climate in which such narratives flourished.

This has:

- risked undermining the fairness and integrity of the CAT process,
- contributed to community tension,
- impeded good relations between community groups,
- and created an environment contrary to the Public Sector Equality Duty.

A successful CAT organisation must foster cohesion—not profit from division.

4. Misrepresentation of Experience by FTCH’s Current Committee

The CAT application submitted by FTCH repeatedly suggests long-term stewardship of the centre.

This is factually incorrect.

As confirmed in writing by the *former* trustees and long-serving volunteers of Thornhill Community Hall—individuals who genuinely managed the venue for many years—the *current* FTCH committee only assumed control in early 2025.

The former leadership team, who possess the true long-term operational experience, have:

- formally declared their full support for RMWG, and

- confirmed that FTCH's current committee does not have the decade-long knowledge they imply.

FTCH's application therefore rests significantly on an inflated projection of experience. This raises material questions about transparency and governance.

5. Independent Testimony from Former Thornhill Trustees in Support of RMWG

The submission provided by the former trustees offers powerful, independent evidence. These individuals:

- bring deep knowledge of the hall's operations, user groups, and challenges,
- ran the centre successfully for many years,
- and understand precisely what is required to sustain it.

Their letter states:

- RMWG is inclusive, calm, future-focused and community-centred.
- RMWG is the organisation most capable of maintaining continuity with minimal disruption.
- RMWG has secured running costs, operational resilience, and proven community delivery.
- RMWG's approach avoids hostility and encourages unity.
- They are disappointed by the false and divisive narratives circulating around FTCH's campaign.

Crucially, they emphasise that RMWG—not FTCH—is best placed to uphold the principles of the CAT process.

6. Guidance from the Community Empowerment (Scotland) Act 2015

The Scottish Government's statutory guidance makes clear that the purpose of CAT is to:

- empower community bodies,
- reduce inequalities,
- strengthen local voices,
- and ensure sustainable community benefit.

A CAT applicant must therefore demonstrate:

- inclusive governance,
- the ability to collaborate,
- strong community relationships,
- credible organisational maturity, and
- behaviour that builds—not damages—social cohesion.

FTCH's conduct during the sub-licence period, combined with divisive public campaigning, places them in conflict with these principles.

RMWG's approach, in contrast, aligns fully with the vision of the Community Empowerment Act.

7. Governance and Deliverability Concerns Within FTCH's CAT Application

A detailed review of FTCH's application reveals multiple risks:

- Over-ambitious development programme
- Their multi-phase capital plan is not supported by evidence of prior experience delivering large-scale projects.
- Unrealistic financial projections
- Income forecasts rely on optimistic assumptions, unsupported by historic performance or secured funding.
- Heavy dependence on volunteers
- The scale of volunteer input projected is not sustainable or evidenced.
- Limited track record of delivering complex community services
- Despite claiming continuity, FTCH's current committee lacks long-term operational experience.

These weaknesses introduce substantial risks to the stability of the asset and the services that depend on it.

8. Legal Context of CAT Ownership: Importance of Governance, Values, and Long-Term Stewardship

Under the Community Empowerment (Scotland) Act 2015, a successful Community Asset Transfer (CAT) applicant is granted ownership (or a long-term lease) of the property on the terms agreed between the Council and the community body. These terms typically set out expectations around community benefit, but it is ultimately the governance, values, and behaviour of the receiving organisation that determine how those commitments are honoured over time.

Once ownership is transferred, the asset is no longer a Council-managed facility. Its future use depends on:

- the strength of the organisation's governance,
- its track record of acting in the public interest,
- its ability to manage relationships with diverse user groups, and
- its willingness to sustain the community-focused purpose of the site.

While CAT guidance expects community bodies to deliver public benefit, the long-term safeguarding of that benefit relies heavily on the ethos and conduct of the organisation receiving the asset—not on ongoing Council management.

For this reason, the central question before the Council is:

Which applicant has demonstrated the governance maturity, values, collaborative behaviour, and proven record that give confidence they will continue to act in the wider community interest once the asset is transferred?

Based on the evidence:

- RMWG has shown consistent stability, inclusion, professionalism, and community-focused delivery;
- FTCH has demonstrated a pattern of non-cooperation, adversarial behaviour, and divisive public campaigning.

Accordingly, RMWG clearly offers the stronger basis for long-term trust and stewardship; FTCH does not.

9. RMWG's Proven Capability and Community Benefit

RMWG offers:

- 20+ years of continuous service to Falkirk,
- inclusive and compassionate programming,
- strong financial management and audited accounts,
- stable long-term partnerships,
- the ability to secure and manage funding,
- established governance and volunteer structures,
- and a demonstrably unifying approach to community relations.

RMWG has delivered significantly more activity at the centre during the shared licence period and has done so while maintaining professionalism and respect, even under pressure.

Conclusion: RMWG Is the Strongest, Safest, and Most Suitable CAT Applicant

Based on:

- extensive evidence of FTCH's non-cooperation and divisive conduct,
- misrepresentation of their experience,
- significant governance and operational risks,
- the compelling testimony of the former long-standing trustees,
- RMWG's proven capability, stability, and inclusive ethos,
- alignment with the Community Empowerment (Scotland) Act 2015, and
- the legal implications of full asset ownership,

We respectfully request that Falkirk Council reject FTCH's Community Asset Transfer application.

RMWG is the applicant who can deliver a stable, inclusive, sustainable asset for the people of Falkirk and continue the hall's long tradition of serving all sections of the community.

We remain available to provide any further clarification or documentation required.

Yours sincerely,

A black rectangular box redacting the signature of the Chair / Trustee.

Chair / Trustee

Rainbow Muslim Women's Group