

COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015
FALKIRK COUNCIL ASSET TRANSFER REQUEST FORM

IMPORTANT NOTES:

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

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

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

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

When completed, this form should be emailed to strategicpropertyreview@falkirk.gov.uk or sent to

The Asset Team

Falkirk Council

4 Stadium Way

Falkirk

FK2 9EE

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

1.1 Name of the CTB making the asset transfer request

Stenhousemuir Amateurs Football Club

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

Postal address: Stenhousemuir Amateurs Football Club,

c/o

Postcode:

1.3 Contact details. Please provide the name and contact address to which correspondence in relation to this asset transfer request should be sent.

Contact name:

Postal address:

Postcode:

Email:

Telephone:

X We agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above. *(Please tick to indicate agreement)*

You can ask Falkirk Council to stop sending correspondence by email, or change the email address, by telling them at any time, as long as 5 working days' notice is given.

- 1.4 Please mark an “X” in the relevant box to confirm the type of CTB and its official number, if it has one.

	Company and its company number is	
	Scottish Charitable Incorporated Organisation (SCIO) and its charity number is	
	Community Benefit Society (BenCom) and its registered number is	
X	Unincorporated organisation (no number)	

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

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

- 1.5 Has the organisation been individually designated as a community transfer body by the Scottish Ministers?

No **X**

Yes ☐

Please give the title and date of the designation order:

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

No ☐

Yes **X**

If yes, what class of bodies does it fall within?

Unincorporated Group

Section 2. Information about the land and rights requested

2.1 Please identify the property/land to which this asset transfer request relates.

You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.

It may be helpful to provide one or more maps or drawings to show the boundaries of the land requested. If you are requesting part of a piece of land, you must attach a map and give a full description of the boundaries of the area to which your request relates. If you are requesting part of a building, please make clear what area you require. A drawing may be helpful.

Details of Property: Russell Park Pavilion



Address: McLachlan Street, Stenhousemuir, Larbert

Postcode: FK5 3HN

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

UPRN:136078934

Section 3. Type of request, payment and conditions

3.1 Please tick what type of request is being made:

<input type="checkbox"/>	for ownership (under section 79(2)(a)) - go to section 3A
<input checked="" type="checkbox"/>	for lease (under section 79(2)(b)(i)) – go to section 3B
<input type="checkbox"/>	for other rights (section 79(2)(b)(ii)) - go to section 3C

3A – Request for Ownership

What price are you prepared to pay for the land requested?

Proposed price: £

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

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3B – Request for Lease

What is the length of lease you are requesting?

20 Years

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

Proposed rent: £ 1 per YEAR

Please attach a note setting out any other terms and conditions you wish to be included in the lease, or to apply to the request in any other way.

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3C – Request for other Rights

What are the rights you are requesting?

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Do you propose to make any payment for these rights?

Yes

No ☐

If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per day?

Proposed payment: £

Please set out any other terms and conditions you wish to apply to the request.

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Section 4. Community Proposal

4.1 Please set out the reasons for making the request and how the land or building will be used.

This should explain the objectives of your project, why there is a need for it, any development or changes you plan to make to the land or building, and any activities that will take place there.

4.1.1 Objectives of Project

Our key objectives are to offer adults within the local community an opportunity to participate in football activities and to continue to build a successful amateur football club, giving it a financially security future.

We work with the community, for the community. We will continue to develop partnerships with local organisations, service providers and community groups.

Our vision is to provide football activities that help deliver long-term, social, economic, sustainable and environmental benefits to the local community.

Our values are based on:

- Working in an inclusive and respectful manner, not discriminating against anyone
- Being a not-for-profit organisation and investing any surplus in the advancement of facilities and our services for the local community
- Being community led
- Innovative and proactive approach to local people's needs

Our objectives are:

- To improve health and wellbeing of the local community
- Provide increased social benefits
- Empower our community and families
- Reduce poverty in the area by providing essential services to help the wellbeing of the community

4.1.2 Why is there a need for your Project?

This Community Asset Transfer proposal addresses several practical community needs through Stenhousemuir Amateurs Football Club's existing operations. The club has been part of the local area for 17 years, organising charity events and fundraising activities alongside its football activities. The pavilion transfer would provide us with a stable base after years of moving between different venues.

The project offers some health and social benefits through the club's regular training sessions and weekend matches. Survey respondents noted concerns about mental health, particularly amongst young men, and saw the club's social aspects as helpful. The changing facilities would enable proper team preparation and social interaction.

The football club provides a meeting point for community members, with survey responses showing multi-generational connections to football at Russell Park. Our continued use of the facility would enable residents to gather for matches and maintain existing social connections. We operate as a volunteer organisation, giving committee members and coaches experience in administration and event management

Our commitment to maintaining the pavilion addresses practical concerns about asset preservation. Without active use, the facility would close and could deteriorate over time. Our plans for environmental initiatives and community clean-up campaigns respond to resident concerns about litter and facility upkeep.

We welcome players regardless of background or financial circumstances, potentially removing some barriers to participation in organised sport. As one of two amateur football clubs in the immediate area, we provide a much-needed service for recreational players.

Community support for the proposal is strong, with all survey respondents favouring the proposal. This suggests genuine local support with residents generally viewing the transfer as a practical way to ensure continued use of a community asset through an established local organisation.

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

At present, we are not aware of any changes required to modify the building.

4.1.4 What activities will take place?

Amateur Football

4.1.5. If the asset is to be used by the public, please provide details of lettings policy and opening times.

Not applicable

4.1.6 What provision will be provided for people with disabilities?

There is disabled access into the property which is already suitable for use.
There are accessible changing facilities within the property.

4.1.7 Any other relevant information?

We would like to also secure a long term lease on the football pitch at Russell Park.

Benefits of the proposal

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

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

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

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

4.2.1. Economic development/income generation

i.e. Please include details of any job creation or **volunteering and training** opportunities that will be available as a result of the Asset Transfer. Also details of how your organisation will involve the **local community** and of any incentives that may be available to encourage the local community to use the proposed services

As a volunteer-run organisation, we create meaningful opportunities for local people to develop new skills, gain valuable experience, and build their professional networks.

For many volunteers, our club serves as a crucial stepping stone to future employment. By participating in our activities, individuals enhance their employability whilst contributing to the overall skill development of our community. Through our activities, we help bridge critical gaps for those not currently in full-time education or employment, offering pathways to personal and professional growth. Our coaches are encouraged to learn new skills and gain coaching badges and qualifications which may lead to future employment in football coaching opportunities.

Beyond individual development, our football club strengthens the social fabric of our community. We foster connections between residents, promote mental and physical well-being, and create a sense of belonging that extends far beyond the pitch. This social cohesion forms the foundation of a resilient, thriving local economy where people support one another and businesses can flourish.

Our impact reaches every corner of the community—from the participants who discover their potential through sport, to the adults who find purpose through volunteering, to the families who gather to support their local team. We're not just a football club; we're a catalyst for positive change, building stronger individuals and a stronger community together.

4.2.2. Regeneration

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

By taking community ownership of Russell Park Pavilion, we will look to regularly maintain the interior and exterior of the pavilion. We will maintain the surrounding area including the path, stairs and railings. We will also consider improving signage at the pavilion

4.2.3. Public Health

i.e. How likely is the proposal to improve the Public Health of the Community, in terms of **physical and mental health**, for example through volunteering, training, or taking part in activities, giving examples.

By improving the overall health of the community, our Club aims to help ease the pressure on public and social services, as well as other facilities. Through regular social activities, our community can reduce stress, improve mood, and develop a sense of purpose. The physical activities we provide help maintain physical health and mobility for all attendees. Together, these benefits contribute to a healthier, happier, and more connected community.

When individuals have access to programmes that support their social, mental, and physical wellbeing, they are less likely to require intervention from public services. This proactive approach to community health not only benefits individuals but also reduces the burden on public resources, enabling them to be allocated more effectively to areas where they are most needed.

Regular social activities can reduce stress, improve mood, and provide a sense of purpose, thereby decreasing reliance on health services. Offering educational programmes on nutrition, mental health, and preventative care can empower residents to take control of their health and make informed decisions about their wellbeing.

4.2.4. Social Wellbeing

i.e. How will the proposal improve the Community's Social Well-Being and mental health, or how might it improve the **learning offer and activities** available in the area? Please give brief examples of these activities.

The activities and social interactions facilitated by Stenhousemuir Amateurs will contribute significantly to both the mental and social wellbeing of our community. We provide a safe space for the local community to meet and engage with one another through our training sessions, matches, activities and events.

Offering volunteering opportunities within the football club can enhance social cohesion and provide residents with a sense of purpose. Volunteering can help individuals develop new skills, build confidence, and feel more connected to their community.

Spectators at our matches build social connections by giving shared experiences with friends, families, and fellow fans, creating stronger relationships and a sense of community.

By facilitating intergenerational activities, the club can bridge the gap between different age groups. Intergenerational activities can foster mutual understanding and respect whilst providing opportunities for learning and mentorship.

4.2.5. Environmental Well Being / Environmental Benefits

i.e. Will the proposal bring green / environmental benefits and / or have an impact on the local environment? Will it help mitigate the effects of climate change? If so please give details.

We are committed to continuing our environmentally conscious approach to minimise our carbon footprint and impact on both the environment and local community. We shall seek to implement energy-efficient technologies and sustainable practices, enabling the pavilion to reduce its environmental impact. Furthermore, we can actively engage the community in environmental initiatives, including organised clean-up campaigns and recycling programmes. Such activities will foster a genuine sense of community pride and environmental responsibility, encouraging local residents to take a proactive role in safeguarding their immediate environment.

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

i.e. Will the proposal enable the community to access activities not otherwise available; will these activities be available at an affordable rate; how will your organisation work with other local providers to **reduce inequalities**?

Stenhousemuir Amateurs Football Club recognises that sport has the power to break down barriers and create opportunities for everyone in our local community. As a grassroots club at the heart of Falkirk, we're committed to tackling inequalities head-on through programmes and activities that reach every corner of our neighbourhood.

We firmly believe that football belongs to everyone, regardless of their background, ethnicity, religion, or where they've come from. Our club is a welcoming home for all. Every player who walks through our doors—whether they've lived in Stenhousemuir all their lives or arrived just last week—will find a place where they belong.

We understand that the cost of participation can exclude many individuals from enjoying football. Our Club ensures that no individuals are turned away due to financial constraints.

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

A “community of interest” may not represent the people living near to the asset. Please provide evidence of how **local people and communities** will be engaged in the use and management of the asset, and how they have been consulted.

Yes, our management committee is drawn from the local community and we regularly engage with neighbours and other users of Russell Park. We hope to host community family days at the park in the future and the use of the Pavilion for these days will be essential.

We will continue to engage with the local community to develop our use of the pavilion and the park to reflect what the residents of the surrounding area would like to see happening at their local facility.

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

ie. Will you survey the users / invite feedback / compare user numbers with a baseline etc

We are always looking for feedback and provide opportunities for feedback on our social media accounts. We will monitor the number of attendees at our matches and also approach them for feedback on other events and opportunities we could develop in the area. We will provide information at the pavilion on how to contact the club with comments and suggestions.

4.2.9 Any other relevant information?

Restrictions on use of the land

4.3 If there are any restrictions on the use or development of the land, please explain how your project will comply with these.

Restrictions might include, amongst others, environmental designations such as a Site of Special Scientific Interest (SSSI), heritage designations such as listed building status, controls on contaminated land or planning restrictions.

We are unaware of any restrictions on the use or development of the land

Negative consequences

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

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

Increased traffic may happen on match days, we would be considerate and advise the neighbours and make sure everyone at the event has parked considerately. We will ensure that all waste is removed and we will use recyclable products and produce wherever possible.

Capacity to deliver

- 4.5 Please show how your organisation will be able to manage the project and achieve your objectives.

This could include the skills and experience of members of the organisation, any track record of previous projects, whether you intend to use professional advisers, etc.

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

Yes ☒

No ☐

Please provide details of:

4.5.2 Skills and experience of the members of the organisation

██████████ (Chairperson) is a property manager with a private care home and has been involved in amateur football for 40 years. He has extensive experience of managing buildings and club assets.

██████████ (Vice Chair / Club Secretary) is a service manager with a plant hire company and also ran a caravan rental business. He has experience of managing and maintaining equipment and property.

██████████ (Vice Chair / Child Protection Officer) is co-leader of a national charity. He has experience with fundraising and managing large projects.

██████████ (Club Treasurer) is a distribution correspondent with a global petrochemical company. He has experience of logistical planning, procurement, and budget management.

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

We will seek legal advice for our lease.

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

No

4.5.4 Please detail how you plan to manage the building?

For example opening and closing the building / managing lets / will you have staff etc?

We have 9 members on our Committee who all volunteer their time to make this a success. [REDACTED] is the secretary and manages the match arrangements for the Club. We all work together to ensure that match day activities and training are appropriately manned as required.

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

Section 5. Level and nature of support

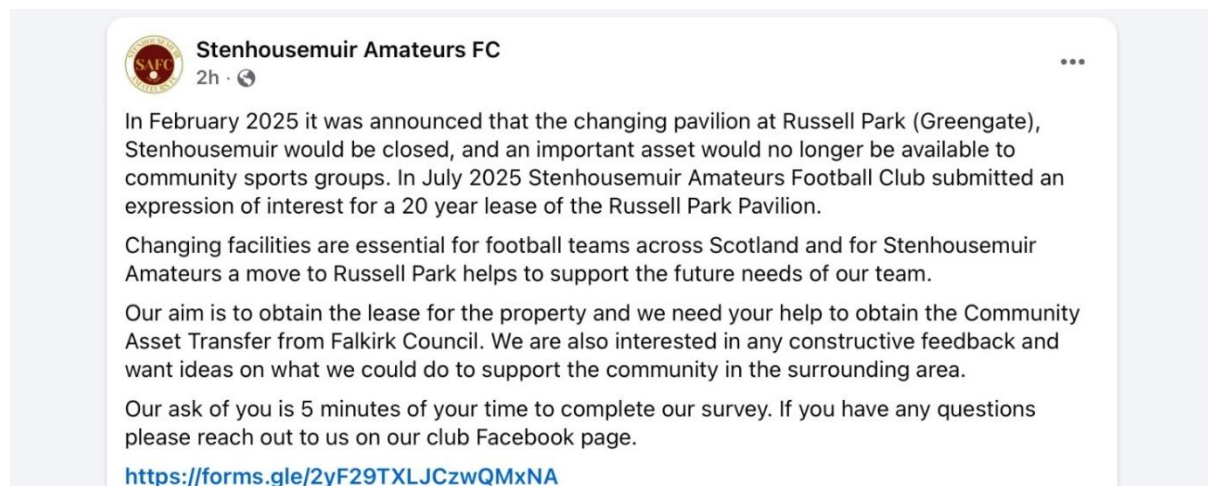
5.1 Please provide details of the level and nature of support for the request, from your community and, if relevant, from others.

This could include information on the proportion of your community who are involved with the request, how you have engaged with your community beyond the members of your organisation and what their response has been. You should also show how you have engaged with any other communities that may be affected by your proposals.

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

We undertook a survey of the local community to gauge support for the proposed community asset transfer of Russell Park Pavilion to Stenhousemuir Amateurs Football Club. A link to the survey was posted on the club Facebook page (www.facebook.com/Stennycafc) which currently has 1,400 followers. The post was also shared on Facebook by the Larbert & Stenhousemuir Community Group (14.3k

members), and the KLSB Community Group (3.5k members). The post achieved 11,209 views, 22 shares, and a reach of 4,478.



The survey consisted of four questions:

1. Do you live in Stenhousemuir? (Yes/No)
2. Do you support the application for the lease of Russell Park Pavilion to Stenhousemuir Amateurs Football Club? (Yes/No)
 - 2a. Please explain why you are in support of the application (Free Text).
 - 2b. Please explain why you object to the application (Free Text).
3. Do you have any suggestions or ideas to help us support/engage with the community?

The survey received 132 responses with 73.5% of respondents living in Stenhousemuir. Of these responses 100% were in favour of the application. The responses show strong unanimous support for granting the lease to Stenhousemuir Amateurs Football Club, with no opposition voiced.

Key Themes of Support:

Community Benefits

- Preserves a valuable community asset that would otherwise deteriorate

“I think it is important for these facilities to be used by local community clubs rather than see them waste away. There are very few facilities of this kind in our local area and they need to be nurtured.”

- Brings the local community together and strengthens community spirit

“So much history of teams playing down Russell Park, I believe we need this to continue and it opens up the possibility of grassroots teams also being able to use the facilities/pitch. Also a local team can bring the community together”

- Supports local businesses through advertising opportunities

“also help local businesses flourish with advertising etc”

- Reduces antisocial behaviour and litter through proper facility management

“Having changing facilities will massively reduce rubbish/ litter left at the side of the park as lads in each team will have a designated place to put rubbish”

Grassroots Football Development

- Essential for maintaining amateur and youth football in the area

“The lease to Stenhousemuir amateurs is vital for the continued success of grass roots football in Stenhousemuir”

- Provides a permanent home for a well-established, long-running club

“Great to have a place for the team to call home and secure the future of the team”

- Offers changing facilities crucial for team preparation and bonding

“the team needs a space to get hyped up before any game not forgetting team chats & also privacy for getting changed in”

- Supports multiple teams and age groups, not just one club

“it opens up the possibility of grassroots teams also being able to use the facilities/pitch”

Health and Social Benefits

- Promotes physical fitness and mental health, particularly for young men

“To allow young men to continue to be able to play football to improve mental and physical health”

- Creates social connections and friendships

“Amateur football encourages young men to socialise and interact helping their mental health, suicide in young men is a major concern and anything to help reduce this must be prioritised”

- Provides safe spaces for recreation and exercise

“it created a safe space for me to be able to play football and create many great memories”

- Helps address mental health concerns through sport and community engagement

“changing facilities are imperative in creating a bond between teammates before and after games which will massively improve the mental health of all lads in the team, making sure no one feels left alone”

Practical Considerations

- Better to have the facility actively used and maintained than left to decay

“It is better to be in use than lie empty especially when its clearly needed for the football players”

- The club is described as well-run and capable of managing the facility properly

“It would be beneficial to the area to have a well run organisation using and maintaining the facility”

- Addresses the practical need for changing rooms and team preparation areas

“Community football needs changing facilities to thrive and a team will manage that asset well”

Historical Connection

Multiple respondents referenced long-standing connections to football at this location, spanning generations of players and families who have used the facility.

“Growing up I spent many a Saturday and Sunday mornings down greengate park with my dad while he put nets up, preparing the park before games and being on the line with his first aid hold all and magic sponge”

The responses reflect strong community consensus that this lease would benefit both the football club and the broader Stenhousemuir community. The only concern expressed was over potential parking problems on match days, which has been addressed in our proposal.

The final question of the survey elicited some useful suggestions as to how the Club could support and further engage the local community. These included:

Social Media & Digital Engagement

- Increase social media engagement and updates on ground progress
- Continue posting in local community Facebook groups
- Use QR codes and announcements at games to encourage community participation
- Consider a GoFundMe page for fundraising

Community Events & Activities

- Host local fundraising events and fun days

- Organise charity matches and fundraisers
- Hold informal meetings in the park to explain plans to residents
- Invite locals to watch matches

Facility Sharing & Collaboration

- Allow other local teams to use facilities when not in use
- Share training pitch with teams who can't afford pitch fees
- Potentially allow local schools to benefit from facilities
- Collaborate with local organizations

Community Relations & Maintenance

- Keep the area tidy and organise litter picks after games
- Address parking concerns for residents on game days
- Ensure spectators don't litter

Youth & Inclusivity

- Have more youth teams play on the park
- Support activities that help every child in the community
- Develop programmes like women's walking football
- Provide opportunities for young people to get together

Infrastructure & Safety

- Consider CCTV for security and to address issues with dirt bikes
- Install bins along pathways
- Improve changing room facilities

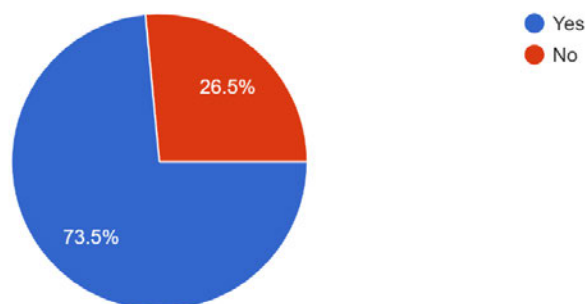
General Encouragement

Several respondents simply encouraged continuing current efforts, indicating satisfaction with existing community engagement approaches.

Summary graphs of the responses are shown below.

1. Do you live in Stenhousemuir?

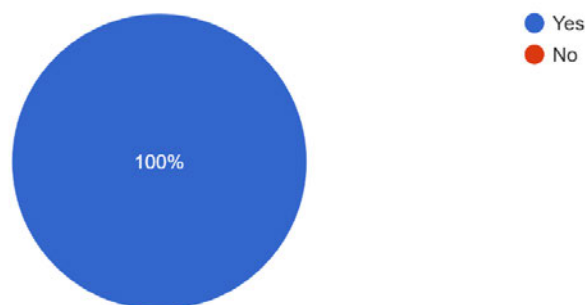
132 responses



Survey Question 1 - Targeting individuals living in the Stenhousemuir area.

2. Do you support the application for the lease of Russell Park Pavilion to Stenhousemuir Amateurs Football Club?

132 responses



Survey Question 2 - Gauging support for the CAT application

100% of respondents living in Stenhousemuir support the proposal

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

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

We have spoken to youth sports teams in the area about the potential for them to use the pavilion when it is available. This has been met with interest and discussions will continue on this topic. In the past we have organised charity fun days, raising funds for local causes, and we hold an annual speakers' night to raise funds for the club and our community projects. We also run fundraisers throughout the year to support other community groups. We will continue to discuss joint opportunities to fundraise with other community groups in the area.

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

As mentioned above, we have had discussions with other youth teams that previously used the pavilion as part of the Warriors in the Community initiative run by Stenhousemuir FC Foundation. We are continuing to look at opportunities for other teams to use the pavilion in the future.

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

Section 6. Financial Viability of Project

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

Please submit

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

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

We shall clarify each of the roles and authority of the committee members and responsibilities for essential financial management activities and decisions.

We shall have clear authority to spend funds, including approval, and cheque signing.

We shall have clear authority to enter into contracts and for maintaining accurate financial records.

These financial controls shall prevent or detect accounting errors and fraud.

As a non-incorporated group there is no audited accounts however we plan to progress to become a SCIO in the future.

Section 7. Funding

7.1 Please outline how you propose to fund the price or rent you are prepared to pay for the land, and your proposed use of the land.

If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants.

7.1.1 Please show your calculations of the costs associated with the transfer of the land or buildings and your future use of it, including any redevelopment, ongoing maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations.

Please see our business plan for details of our expected income and expenditure.

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

Our income comes from three main sources – subscriptions, corporate sponsorship, and fundraising events. In the past we have also secured funding from local grant-giving trusts.

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

We haven't applied for any funding.

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

As detailed in 7.1.2 we have income from subscriptions and corporate sponsors. We also hold fundraising events throughout the year.

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

We will use the resources within our committee to identify the funding needs of the club, coming together monthly to analyse and implement our long term goals with available funding opportunities.

Section 8. Enablement Fund

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

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

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

Enablement Fund request for larger capital renewals which support the viability of the CAT		
Item	Estimate Provided By	Amount not more than (including VAT)
Security System		£1,998.71
TOTAL		£1,998.71

Checklist of accompanying documents

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

- ☐ Section 1 – You must attach your organisation's constitution, articles of association or registered rules
- ☐ Section 2 – Any maps, drawings or description of the land requested
- ☐ Section 3 – Note of any terms and conditions that are to apply to the request
- ☐ Section 4 – Any additional evidence regarding your proposals, their benefits, any restrictions on the land or potential negative consequences, and your organisation's capacity to deliver.
- ☐ Section 5 – Evidence of community support
- ☐ Section 6 – Financial – Copies of accounts, forecasts, etc
- ☐ Section 7 – Funding – Copy of Business Case etc
- ☐ Section 8 – Enablement Fund – copies of estimates

Declaration

Two office-bearers (board members, charity trustees or committee members) of the community transfer body must sign the form. They must provide their full names and home addresses for the purposes of prevention and detection of fraud.

This form and supporting documents will be made available online for any interested person to read and comment on. Personal information will be redacted before the form is made available.

We, the undersigned on behalf of the community transfer body as noted at Section 1, make an asset transfer request as specified in this form.

We declare that the information provided in this form and any accompanying documents is accurate to the best of our knowledge.

Name [REDACTED]

Address [REDACTED]

Date 10/09/2025

Position Chairperson

Signature

Name [REDACTED]

Address [REDACTED]

Date 10/09/2025

Position Vice-Chair

Signature