

FREEDOM OF INFORMATION REQUESTS THORNHILL COMMUNITY CENTRE FALKIRK THORNHILL COMMUNITY HALL SCIO

Dear Sir or Madam,

Please treat each of the nine numbered requests below as a separate request under the Freedom of Information (Scotland) Act 2002. They are sent together because they concern the same matter.

Each request has been framed so that it can be answered within the cost limit on its own. If you consider that any request would exceed the limit, please tell us which one and how it could be narrowed, in line with your duty to advise and assist under section 15, and please continue to deal with the other requests in the meantime.

These requests are made on behalf of Falkirk Thornhill Community Hall SCIO (FTCH, SC047801). They concern Thornhill Community Centre, the Community Asset Transfer process, the temporary licence and sub-licence arrangements, the competing application by Rainbow Muslim Women's Group SCIO (RMWG, SC047758), and related decisions, communications, funding, assessment, mediation and governance matters.

For the purposes of these requests:

"The requests" means the Community Asset Transfer requests for Thornhill Community Centre, Thornhill Road, Falkirk, made by FTCH and RMWG.

"FTCH" means Falkirk Thornhill Community Hall SCIO (SC047801), its trustees, former trustees, committee members, representatives and users where relevant to the Council-held information requested.

"RMWG" means Rainbow Muslim Women's Group SCIO (SC047758), also referred to as Rainbow Muslim Women Group or Rainbow Muslim Welfare Group, and its trustees, committee members, officers, staff, volunteers, representatives and spokespersons, including but not limited to [REDACTED] and [REDACTED].

"The licence" means the full repairing and insuring licence of the Centre granted to RMWG from 1 October 2025.

"The sub-licence" means the sub-licence granted to FTCH dated 22 September 2025.

"Information" includes emails and attachments, Teams messages, other electronic messages, meeting notes, call notes, handwritten notes, typed notes, notebook entries made for Council business, file notes, calendar entries, diary entries, briefings, reports, drafts, tracked changes, version histories and records held in Council systems including SharePoint and OneDrive.

Where a request refers to RMWG, please include records involving RMWG as an organisation and records involving its trustees, committee members, officers, staff, volunteers, representatives or spokespersons, including [REDACTED] and [REDACTED]
[REDACTED]

Where a request refers to people who are not Council employees, including former FTCH trustees such as [REDACTED], the request is for recorded information held by Falkirk Council, including information received from them, sent to them, or internally discussed about information they provided.

Please search using relevant spelling variants, including:

-
- | Group | Members |
|-------|---------|
| • | 1 |
| • | 2 |
| • | 3 |
| • | 4 |
| • | 5 |
| • | 6 |
| • | 7 |
| • | 8 |
| • | 9 |
| • | 10 |
| • | 11 |
| • | 12 |
| • | 13 |
| • | 14 |
| • | 15 |
| • | 16 |
| • | 17 |
| • | 18 |
| • | 19 |
| • | 20 |
| • | 21 |
| • | 22 |
| • | 23 |
| • | 24 |
| • | 25 |
| • | 26 |
| • | 27 |
| • | 28 |
| • | 29 |
| • | 30 |
| • | 31 |
| • | 32 |
| • | 33 |
| • | 34 |
| • | 35 |
| • | 36 |
| • | 37 |
| • | 38 |
| • | 39 |
| • | 40 |
| • | 41 |
| • | 42 |
| • | 43 |
| • | 44 |
| • | 45 |
| • | 46 |
| • | 47 |
| • | 48 |
| • | 49 |
| • | 50 |
| • | 51 |
| • | 52 |
| • | 53 |
| • | 54 |
| • | 55 |
| • | 56 |
| • | 57 |
| • | 58 |
| • | 59 |
| • | 60 |
| • | 61 |
| • | 62 |
| • | 63 |
| • | 64 |
| • | 65 |
| • | 66 |
| • | 67 |
| • | 68 |
| • | 69 |
| • | 70 |
| • | 71 |
| • | 72 |
| • | 73 |
| • | 74 |
| • | 75 |
| • | 76 |
| • | 77 |
| • | 78 |
| • | 79 |
| • | 80 |
| • | 81 |
| • | 82 |
| • | 83 |
| • | 84 |
| • | 85 |
| • | 86 |
| • | 87 |
| • | 88 |
| • | 89 |
| • | 90 |
| • | 91 |
| • | 92 |
| • | 93 |
| • | 94 |
| • | 95 |
| • | 96 |
| • | 97 |
| • | 98 |
| • | 99 |
| • | 100 |
| • | 101 |
| • | 102 |
| • | 103 |
| • | 104 |
| • | 105 |
| • | 106 |
| • | 107 |
| • | 108 |
| • | 109 |
| • | 110 |
| • | 111 |
| • | 112 |
| • | 113 |
| • | 114 |
| • | 115 |
| • | 116 |
| • | 117 |
| • | 118 |
| • | 119 |
| • | 120 |
| • | 121 |
| • | 122 |
| • | 123 |
| • | 124 |
| • | 125 |
| • | 126 |
| • | 127 |
| • | 128 |
| • | 129 |
| • | 130 |
| • | 131 |
| • | 132 |
| • | 133 |
| • | 134 |
| • | 135 |
| • | 136 |
| • | 137 |
| • | 138 |
| • | 139 |
| • | 140 |
| • | 141 |
| • | 142 |
| • | 143 |
| • | 144 |
| • | 145 |
| • | 146 |
| • | 147 |
| • | 148 |
| • | 149 |
| • | 150 |
| • | 151 |
| • | 152 |
| • | 153 |
| • | 154 |
| • | 155 |
| • | 156 |
| • | 157 |
| • | 158 |
| • | 159 |
| • | 160 |
| • | 161 |
| • | 162 |
| • | 163 |
| • | 164 |
| • | 165 |
| • | 166 |
| • | 167 |
| • | 168 |
| • | 169 |
| • | 170 |
| • | 171 |
| • | 172 |
| • | 173 |
| • | 174 |
| • | 175 |
| • | 176 |
| • | 177 |

Where information contains personal data, please redact only what is necessary and release the remainder. Where officer names are withheld, please identify the relevant job title, team or service wherever possible.

Please provide the information electronically and acknowledge receipt.

REQUEST 1 OF 9: ASSESSMENT, SCORING AND REPORTS

Period: 1 January 2025 to the date of this request, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. The assessment panel's working papers for each Community Asset Transfer request, including individual and collective scoring sheets, scoring matrices, notes, draft and final scores, officer comments and moderation records, for the sessions of 16 March, 31 March and 16 April 2026 and any other assessment or moderation session.
2. The names and job titles of every officer who assessed, scored, moderated, reviewed or approved either request, and of every officer who drafted, co-authored, reviewed, amended or approved the report to the Executive of 20 May 2026 and its Appendix 2.
3. All drafts of that report and of Appendix 2, with comments, tracked changes and version history, and any record of their internal circulation.

4. Any information recording the basis of the panel's views that FTCH "appeared to have a greater commercial focus", that RMWG "appear more dedicated to community", and the panel's view on FTCH's lower cost for therapies under Promoting Equality, as recorded at paragraph 4.17 of the report of 20 May 2026 and in Appendix 2.
5. All briefings, notes, draft motions, options papers and other written material provided to elected members or prepared for the Executive meetings of 18 June 2026 and 13 August 2026 about the requests, other than the published reports, including material relating to the three-month extension and the possible equal 50/50 governance arrangement.
6. Any record of FTCH's acceptance of, and RMWG's response to, the three-month extension agreed by the Executive on 13 August 2026.
7. Any record of whether FTCH's written submission to [REDACTED] of 11 August 2026 was circulated to members or officers, and to whom.
8. Any information showing whether Council funding of either applicant, letters of support from Council teams, or officers' connections with either applicant were declared, considered or disregarded in the assessment.

REQUEST 2 OF 9: DECLARATIONS OF INTEREST AND RECUSALS

Period: 1 January 2025 to the date of this request, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. All declarations of interest or connection, conflict of interest assessments, and records of withdrawal or recusal, made by or relating to any officer or elected member involved in the requests, the licence, the sub-licence, the mediation, the assessment, the reports or the Executive decisions. This includes, but is not limited to: [REDACTED] and any officer involved in assessing, scoring, reporting on or briefing members about either application.
2. For the recusal referred to by [REDACTED] in her email to FTCH of 19 December 2025: the date of the recusal, what it covered, who decided it, the reason recorded, and any record of how it was implemented.
3. Any record of what work [REDACTED] carried out on the requests, the licence, the sub-licence, mediation, assessment, scoring, reports or committee papers after the date of that recusal.
4. Any record of a declaration or discussion of any officer's connection with RMWG, its trustees, committee members, representatives or spokespersons.
5. Any record of a declaration or discussion of any officer's connection with Friends of Scottish Settlers / FOSS.

6. Any record of how the Council identified and managed any actual or perceived conflict of interest in the Thornhill Community Centre process, including any advice from Legal Services or the Monitoring Officer.
7. The Council's current employee code of conduct and its policies or guidance on conflicts of interest, registers of interests, outside activities and social media use by employees.
8. Whether the posts held by [REDACTED] and by [REDACTED] were, at any time since 1 January 2025, designated as politically restricted posts.
9. Any Council-held record of attendance at, support for, promotion of, or funding for any event held by RMWG at Thornhill Community Centre since 1 October 2025 by any officer or elected member involved in the process, whether in an official capacity or recorded in Council declarations, diaries, emails, funding records or communications.
10. Any declaration or discussion of any officer's or elected member's connection with [REDACTED] or [REDACTED]

REQUEST 3 OF 9: [REDACTED] / [REDACTED]'S ROLE AND COMMUNICATIONS

Period: 1 January 2025 to the date of this request, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. Any information recording [REDACTED] / [REDACTED]'s role in the requests, the licence, the sub-licence, the mediation meetings, assessment, scoring, and the preparation of any report, briefing or recommendation concerning Thornhill Community Centre.
2. All communications between [REDACTED] / [REDACTED] and RMWG, its trustees, committee members, representatives, volunteers or spokespersons, which concern Thornhill Community Centre, the requests, the licence, the sub-licence, mediation, assessment, scoring, reports, committee papers, public statements, funding or FTCH.
3. All communications between [REDACTED] / [REDACTED] and Friends of Scottish Settlers / FOSS which concern RMWG, Thornhill Community Centre, the requests, FTCH, funding, events, community projects, equality matters or any related Council process.
4. All internal communications to or from [REDACTED] / [REDACTED] which concern FTCH, its trustees, former trustees, users or complaints, or any concern raised about impartiality, bias, officer conduct or conflict of interest in the Thornhill Community Centre process.
5. Any record of [REDACTED] / [REDACTED] attending, supporting or being involved in any RMWG event, activity or meeting in her capacity as a Council officer since 1 January 2020, including diary entries, emails and notes.
6. All communications between [REDACTED] / [REDACTED] and [REDACTED] or [REDACTED], in any capacity recorded on Council systems,

concerning Thornhill Community Centre, the requests, FTCH or Friends of Scottish Settlers.

REQUEST 4 OF 9: THE LICENCE DECISION, THE DISPLACEMENT EMAIL AND MEETINGS WITH RMWG

Period: 1 August 2025 to 31 March 2026, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. All information relating to the decision to grant the licence to RMWG rather than to FTCH, including: when RMWG was first considered as licensee and by whom; the written confirmation to FTCH on 4 September 2025 that FTCH would take the licence; the subsequent change of position and the reasons recorded for it; any allegation of bias received from RMWG before that change; and any briefing, advice or approval recorded for the decision.
2. All information relating to the email sent to FTCH by [REDACTED] on 16 September 2025 about supporting groups to find alternative accommodation from 1 October 2025, including who asked for it to be sent, why, any instructions or briefings, and any later record that it should not have been sent.
3. Any record of a proposed 33 per cent arrangement for RMWG within an FTCH-held licence, and of RMWG's response to it.
4. Any record of an offer of Dalgrain Community Centre, or other premises, to RMWG.
5. All communications between the Council and RMWG before 1 October 2025 about RMWG taking the licence, FTCH being placed under a sub-licence, the reduction of FTCH's hours, or the displacement, relocation or protection of existing user groups, and any record of why FTCH was not informed of a change in position before it was made.
6. Any record of a meeting, site visit, call or Teams meeting between Council officers and RMWG between Thursday 26 February and Tuesday 3 March 2026, including at Thornhill Community Centre, and for each: the officers and RMWG representatives present, what was discussed and agreed, and any document shared. Please include officers' diary entries, travel or mileage records, key-use records and handwritten or notebook records of Council business for those dates.
7. All communications between Council officers and RMWG about RMWG's Operational Rules and Code of Conduct, including drafts, and any Council comment, approval or view on whether those Rules could apply to FTCH without its agreement.
8. All communications between Council officers and [REDACTED] or [REDACTED] between 1 August 2025 and 31 March 2026 concerning the licence, the sub-licence, the Operational Rules or existing user groups.

REQUEST 5 OF 9: THE MEDIATION MEETINGS

Period: 1 October 2025 to 31 December 2025 for items 1 to 5; 1 June 2026 to 31 August 2026 for items 6 and 7, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. For the Council-facilitated meeting of 26 November 2025: the agenda, the minutes, the attendance list, all written submissions received from either party, and any material circulated at or before the meeting. The invitation of 11 November 2025 stated that the meeting would be minuted and minutes shared.
2. All preparation notes, briefings, handwritten, notebook and typed notes, and follow-up communications of the officers involved in that meeting, including [REDACTED]
3. All communications between officers and RMWG before that meeting about what FTCH was expected to submit, when, and whether it would be shared with RMWG in advance, including the decision that FTCH would submit first and RMWG would “respond” six days later.
4. All communications after that meeting about its outcome, any deadlines set for FTCH over the Christmas period, and any concern raised about fairness, bias or officer conduct.
5. Any record of allegations or discussion of racism, discrimination or bias made during or after that meeting, and any record of whether information from it was used in the assessment or in any report or briefing.
6. For the independent mediation of July 2026: the contract or instruction to the mediator and the total cost to the Council. FTCH is not requesting the content of the confidential joint mediation session.
7. For the Teams meeting between the mediator, [REDACTED], and [REDACTED] on or around 15 July 2026, at which the mediator conveyed, with FTCH’s express consent, the matters FTCH raised in its private session with her on 8 July 2026: the calendar invitation and attendee list; any Teams chat, recording or transcript; any notes made by [REDACTED] or any other officer, whether typed, handwritten or in a notebook used for Council business; and any subsequent communication, briefing, note or report in which the content of that meeting was relayed to other officers, to elected members, or into any report or briefing for the Executive meetings of 13 August 2026 or later. FTCH is not requesting any content of the confidential joint mediation session.
8. All communications between Council officers and [REDACTED] or [REDACTED] concerning either mediation.

REQUEST 6 OF 9: THE SUB-LICENCE, RECHARGES AND PROTECTED LETS

Period: 1 October 2025 to the date of this request, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. All communications between Council officers and RMWG about the running cost recharges and invoices issued to FTCH, withheld sums, alleged arrears, alleged material breach, debt recovery, or possible termination of the sub-licence, including communications preceding the [REDACTED]’s emails to FTCH of 25 May 2026, 15 September 2026 and 25 September 2026.

2. Any information recording the basis for the statements in those emails, including what documents the Council reviewed, whether it had FTCH's reconciliation of 17 September 2026, and whether it knew of FTCH's payment of £2,385.38 on 18 September 2026.
3. Any advice or view given to RMWG, by any officer, on whether FTCH was in breach of the sub-licence.
4. Any record of the Council's approval under clause 9.1 of the licence of the Hive heating control and of any other alteration, including CCTV, broadband and locks.
5. All information about heating at the Centre, including the complaint of 2 December 2025, the contractor's attendance on 1 December 2025, access to heating controls, and any position taken by officers on appropriate temperatures.
6. All information about protected lets, protected hours, timetable changes and requests to vary them, including the requests of 10 and 11 September 2026 to move protected hours for a one-off event on Saturday 28 November 2026.
7. All records of the Council's handling of FTCH's complaints since 1 October 2025 insofar as they relate to Thornhill Community Centre, the licence, the sub-licence, protected lets, recharges, heating, access, repairs, operational rules, RMWG, or the Community Asset Transfer process.
8. All communications between Council officers and [REDACTED] or [REDACTED] concerning recharges, invoices, alleged breach, protected lets or the Operational Rules.

REQUEST 7 OF 9: EQUALITIES, LETTERS OF SUPPORT AND FUNDING

Period: 1 April 2020 to the date of this request, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. All information concerning the letter of support for RMWG's asset transfer request from the Council's [REDACTED] team, referred to at paragraphs 5.28 and 5.40 of the report of 20 May 2026 and in the Council-assessed Equality and Poverty Impact Assessment, including who requested, drafted, reviewed and approved it, drafts, and communications with RMWG about it.
2. The names and job titles of all officers in the [REDACTED] teams who had any involvement in either request, in either applicant's Equality and Poverty Impact Assessment, or in any letter of support or representation for either applicant, and the nature of that involvement.
3. All communications between officers of the [REDACTED] teams and RMWG, its trustees, committee members, representatives or spokespersons, concerning Thornhill Community Centre or the requests.
4. All communications between officers of the [REDACTED] teams and the Strategic Property Review team or the assessment panel concerning either request.
5. For Rainbow Muslim Women's Group SCIO (SC047758): a list of every grant, payment, award, commissioned service, and item of in-kind support held in Falkirk

Council records since 1 April 2020, including funding paid directly by Falkirk Council, administered by Falkirk Council, assessed by Falkirk Council, recommended by Falkirk Council, monitored by Falkirk Council, or recorded in Falkirk Council correspondence. For each, please show the amount, date, fund or budget, whether restricted, the body that paid it, and the Council department and decision-making officer. This includes, but is not limited to, the School Holiday Fund.

6. For Friends of Scottish Settlers (SC050254): the same list, on the same basis and with the same detail.
7. FOSS's accounts for 2024, published on the OSCR register, record among other income: restricted funds from Falkirk Council of £2,423; a Falkirk Council Community Empowerment Grant of £8,000; £10,000 from the Falkirk Community Mental Health and Wellbeing Fund for Adults; and £10,902 for a New Scots project. FOSS's 2025 accounts are published on its website. Please confirm each of those payments where held in Falkirk Council records, identify which the Council paid, administered, assessed, recommended, monitored or funded, and list all others held in Council records.
8. Any record of a Council-funded project, event or activity involving both RMWG and Friends of Scottish Settlers.
9. Any application for Enablement Funding for Thornhill Community Centre made by either applicant, and any decision, assessment or indication given to either applicant about it.
10. Any record of officers of the [REDACTED] teams attending, supporting or being involved in any RMWG event or activity in their capacity as Council officers since 1 January 2020, and any declaration by those officers of membership of or involvement with RMWG.
11. All communications between officers of the [REDACTED] teams and [REDACTED] or [REDACTED] concerning Thornhill Community Centre, the requests, letters of support or funding.

REQUEST 8 OF 9: ELECTED MEMBERS

Period: 1 June 2025 to the date of this request, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. Any declaration of interest, or advice sought or given about participation or voting, by any elected member in relation to Thornhill Community Centre, RMWG or FTCH, including advice from [REDACTED], and specifically any declaration by [REDACTED] before the Executive of 13 August 2026.
2. All correspondence held by Council officers with any elected member concerning the requests, the licence, the sub-licence or the Centre, including correspondence with [REDACTED]
3. Any record of [REDACTED]'s position that she needed to remain impartial in order to participate in the assessment.
4. All information about access to the Centre by elected members for ward surgeries or otherwise since 1 October 2025, including any key supplied and by whom.

5. Any record held by officers of elected members' attendance at RMWG events at the Centre.
6. All official diary and engagement records held by Falkirk Council for [REDACTED], relating to RMWG or to Thornhill Community Centre since 1 June 2025, including her attendance at the Centre on 6 October 2025.
7. Any Council press release, social media post, photograph or communications material relating to that attendance or to any RMWG event.
8. All correspondence held by Council officers between any elected member and [REDACTED] or [REDACTED] concerning Thornhill Community Centre or the requests.

REQUEST 9 OF 9: INFORMATION ABOUT FTCH, FORMER TRUSTEES AND PUBLIC STATEMENTS

Period: 1 January 2025 to the date of this request, unless an item states otherwise.

Please provide the following information held by Falkirk Council:

1. All information received by the Council from any former trustee of FTCH, including [REDACTED], or from anyone acting for them, concerning FTCH, its accounts, bank accounts, governance or trustees, the requests, or support for either applicant.
2. Any internal communications about that information, and any record of whether and how it was checked, relied on or used in assessing either request.
3. Any letter of support for RMWG from former FTCH trustees, and any record of how the Council treated it.
4. All communications between the Council and RMWG concerning FTCH's accounts, governance, alleged non-payment, alleged lack of cooperation, or former trustees' support for RMWG.
5. Any correspondence received by [REDACTED] or any officer from RMWG, or anyone acting for it, making allegations about FTCH or its trustees, including allegations of racism, and the Council's response.
6. Any communications between the Council and RMWG about public statements, social media posts or press coverage concerning FTCH, and any record of whether public statements by either applicant were considered in the assessment.
7. Any Council-held records relating to RMWG's public statements, social media posts or allegations about FTCH, including any records discussing whether such statements were accurate, inaccurate, evidenced, unevidenced, relevant to the Community Asset Transfer process, or relevant to partnership working.
8. Any Council-held records relating to FTCH's response to public allegations made by RMWG, including any records discussing whether FTCH's response was considered, noted, circulated or disregarded.

Kind regards,

Chair For and on behalf of Falkirk Thornhill Community Hall SCIO (SC047801)

Evidence 12.02: FTCH request to the [REDACTED] for a letter of support, 26 August 2025, and her reply

Text copy of the email exchange as held by FTCH, in date order. Telephone numbers removed.

[REDACTED] (FTCH) to Councillor [REDACTED], 26 August 2025, 6:15pm. Subject: Request for Letter of Support – Thornhill Community Centre Community Asset Transfer

Dear Councillor [REDACTED]

I hope this email finds you well.

As you know, Thornhill Community Centre is a valued local facility, well used by residents and a diverse range of community groups alike. To support our Community Asset Transfer application, we are gathering letters of support from those connected to the hall and from the wider community.

Given your close link with Thornhill through your weekly surgeries, we would be very grateful if you would consider providing a letter of support. Your endorsement would help demonstrate the continuity and stability that our application seeks to secure, ensuring the hall remains an inclusive, accessible, and sustainable facility for the community long into the future.

Thank you very much for considering this request, and for your ongoing support of Thornhill.

Kind regards

[REDACTED]

Chairperson, on behalf of the Thornhill Community Centre Committee

Councillor [REDACTED], Falkirk Council, to [REDACTED], August 2025 (reply)

[REDACTED]

This is a difficult one for me, as I am one of the decision makers, on CAT. When it comes to committee if I provide you with a letter of support I would have to recuse myself from the decision making, and would much rather be part of the process, particularly if it comes to a vote. That should in no way be interpreted as I am not in support of the CAT and the need for the Community centre.

If there are any other aspects I can assist with happy to do so.

[REDACTED]

[REDACTED]

[REDACTED] Falkirk Council

[REDACTED]

Evidence 12.03: FTCH contemporaneous record of the notebook found in the locked office, 3 March 2026

Text copy of the record emailed on 3 March 2026 at 1:47pm by the Chair and Secretary to FTCH's administration inbox and their own accounts, to create a date-stamped record. The photographs referred to are produced as 12.04.

██████████ (Chair) and ██████████ (Secretary), FTCH, 3 March 2026, 1:47pm

CONTEMPORANEOUS RECORD

Prepared by: ██████████ (Chair) and ██████████ (Secretary)

Organisation: Falkirk Thornhill Community Hall SCIO (SC047801)

Date of discovery: Tuesday 3 March 2026

Date of this record: Tuesday 3 March 2026

Time of this record: 1:47pm

This email is sent to our administration inbox, copying both authors through our Thornhill email accounts, and our personal email accounts, to create an independently date-stamped contemporaneous record of events at Thornhill Community Centre on Tuesday 3 March 2026.

BACKGROUND

██████████ (Falkirk Council) contacted ██████████ by text message at 17:29 on Monday 2 March 2026 to arrange a meeting at Thornhill Community Centre. ██████████ suggested Tuesday lunchtime at 12:00 or 12:30. ██████████ opted for 12:00. ██████████ reconfirmed by text message at 09:18 on Tuesday 3 March 2026 that Council officers would meet us at 12:00 noon.

The purpose of the meeting was for Council officers to attend Thornhill Community Centre to post the public validation notice in connection with FTCH SCIO's Community Asset Transfer application. The meeting was arranged at short notice — confirmed Monday evening for Tuesday.

ACCESS ARRANGEMENTS

The locked office within Thornhill Community Centre is accessible only to the following parties under the FRI arrangements:

- Falkirk Thornhill Community Hall SCIO
- Rainbow Muslim Women's Group (RMWG)
- Councillor ██████████ (Wednesdays only, for her Council surgery)

No other parties hold keys or have routine access to this office.

Today is Tuesday 3/3/26. Councillor ██████████'s last scheduled surgery day was Wednesday 25 February 2026. Her next scheduled surgery day is Wednesday 4 March 2026.

EVENTS

1. ██████████ and ██████████ arrived at Thornhill Community Centre at approximately 11:40 on Tuesday 3 March 2026, ahead of the scheduled 12:00 noon meeting with Council officers.

2. The premises appeared unoccupied on arrival and we did not encounter any other persons in the building before the scheduled meeting time.
3. We unlocked and entered the locked office using our key.
4. On the desk, positioned at the end of the desk (not at the working side), we found a notebook. The notebook is a Falkirk Council-branded notepad. It is not RMWG property.
5. The notebook contains handwritten notes. The contents observed include:
 - a) Notes relating to multiple community centres currently going through the Community Asset Transfer process across Falkirk.
 - b) Notes specifically referencing the mediation meeting held in November 2025 involving FTCH SCIO, RMWG, and Falkirk Council. These notes reference issues relating to our conduct and actions during the mediation. We did not observe equivalent notes recording RMWG's conduct or statements at the same mediation, including allegations made by RMWG (including allegations of racism), discussion of third-party alleged comments not connected to our organisation, and RMWG's stated position regarding taking over management of all lets.
 - c) A reference to the Memorandum of Understanding that was to be drawn up following the November mediation, which has not been produced to date.
 - d) Specific lists of our trustees and our recommendation letters.
 - e) Notes referencing [REDACTED] and emails she sent.
 - f) Notes relating to our evidence and clarification submissions updated during January and February 2026.
6. The position of the notebook at the end of the desk, rather than at the working side, gave the impression that it had been left behind by someone who had been present in the office but not working at the desk at the time it was left. (This is an observation only.)
7. We do not know when the notebook was placed in the office. Given the restricted access arrangements, it must have been left at some point on or after Wednesday 25 February 2026. The meeting at which we discovered it was only arranged the previous evening (Monday 2 March 2026 at 17:29).
8. We photographed the pages of the notebook in situ to preserve evidence of what was found and where. The photographs are held securely by [REDACTED] and [REDACTED] and will not be circulated. (We note the notebook appears to contain information relating to other centres and third parties.)
9. The notebook was not removed. It was left in the position in which we found it.
10. We subsequently met Council officers [REDACTED] and [REDACTED] outside the community centre at the arranged time of 12:00 noon. The Council officers did not enter the locked office. The validation notice was posted externally.

CONCERNS NOTED AT TIME OF DISCOVERY

1. A Council notebook containing internal working notes relating to the Community Asset Transfer process — including notes about our organisation, the mediation, and our evidence submissions - was left unsecured in a shared office accessible to the competing applicant (RMWG).
2. We do not know whether RMWG has accessed or read the contents of this notebook during the period it has been in the office.
3. The mediation notes observed record issues about our organisation's conduct only, with no equivalent record observed of RMWG's conduct or statements at the same meeting. This raises concerns about balance and even-handedness in the Council's handling and recording of the mediation.

4. The notebook contains specific details about our trustees, recommendation letters, and evidence submissions which are confidential in the context of a competitive process.

5. The notebook was discovered the day after the meeting to post the validation notice was arranged at short notice.

ATTACHMENTS

- Screenshots of text messages between [REDACTED] and [REDACTED] (Monday 2 March 2026 at 17:29 and Tuesday 3 March 2026 at 09:18) confirming the meeting arrangement and timeline.

- Photographs of the notebook as found in situ.

This record is made contemporaneously on the date of discovery and is accurate to the best of our recollection. Photographic evidence is held separately as noted above.

[REDACTED], Chair

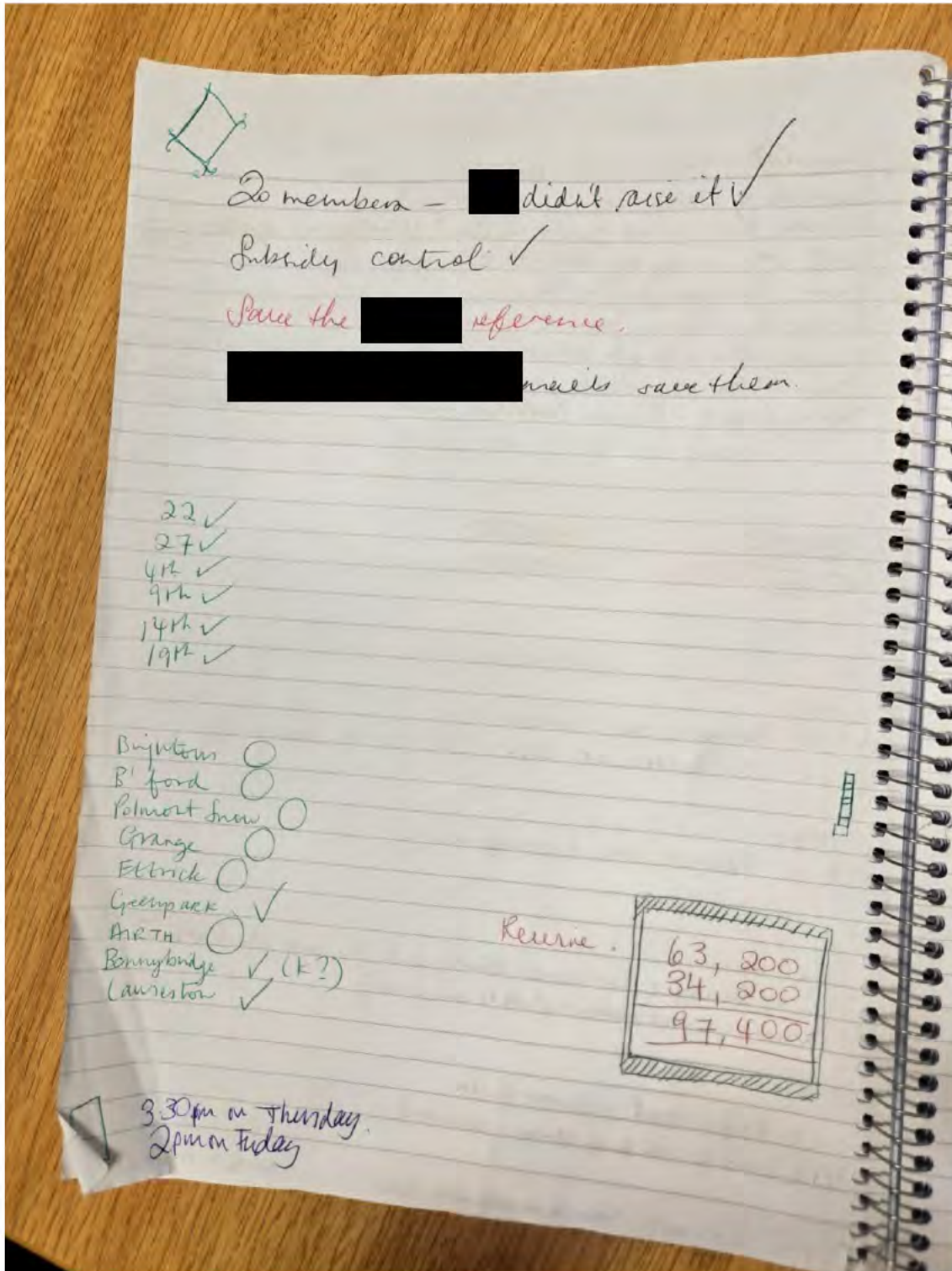
[REDACTED], Secretary

Falkirk Thornhill Community Hall SCIO (SC047801)

Evidence 12.04: Photographs of the notebook found in the locked office at the Centre, 3 March 2026

Photographs taken in situ by FTCH's Chair and Secretary on 3 March 2026 (see 12.03). The notebook was not removed. Names of private individuals, remarks about them, and third parties' figures relating to other asset transfer applications have been redacted in this copy. Unredacted photographs are held by FTCH and can be made available to the Committee in confidence.

Page 1: includes "Save the [redacted] reference" (written in red), a note to save a former trustee's emails, and a list of other community centres in the asset transfer process



Page 2: includes "Seek clarification from [REDACTED] on the current Trustees" and, at the foot of the page, "FOSS" and "[REDACTED] FOSS"

Seek clarification from [REDACTED] on the → current
Room 5. Trustees. ✓

Boil / heating outside, / Solar Panels / Roof.
Q / BES. / BES. / Q.

Ulrich Doehner (EF. figure)

[REDACTED]

Res.

Foss

POETRY

[REDACTED] Foss.

Page 4: includes notes relating to the meeting of 26 November 2025 and the MOU, including "We did say, there's going to be problems taking over the FRI at the last minute" and "MOU (2) groups: [redacted] to set up the MOU"

Raising tensions, speaking over each other,
Increasing volume,
Sometimes trying to clarify
this messaging between each other,

We did say, there's going to be problems
taking over the FRI at the last minute.

[intense]

MOU (2) groups →

[redacted]
to set up the MOU.

[redacted] draft email bullets,
SPR mail box.

Home, styles, heading style 1.

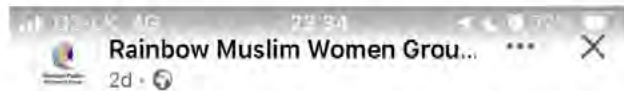
Evidence 12.05: The RMWG's open day at the Centre, October 2025: the RMWG's Facebook post and a photograph of the [REDACTED] at the event

Screenshots taken by FTCH of the RMWG's public Facebook post about its open day at Thornhill Community Centre in the first week of its licence, and a photograph from the event showing Councillor [REDACTED] with [REDACTED], Chair of the RMWG, and another attendee.

Photograph at the RMWG's open day, October 2025



The RMWG's Facebook post about the open day (two screenshots)



Last Saturday, we hosted an Open Day at Thornhill Community Centre Falkirk. The event was an open invite for the local community to come and have a look at the running programmes as well as the future of the communal platform. Our volunteers worked hard to entertain the guests ranging from elderly to young children with activities, food, tea and lots of chat.

The stalls included face paint, nail paint, arts and crafts, Henna and food including savouries, biscuits and more.

The currently running programmes under our administration include,
Ladies Yoga - every Wednesday 9:30 am - 10:30 am
Evening ladies group - every Wednesday 6:30 pm - 9:00 pm

The suggestions from the visitors were noted down and the plans to reform the hall were on display. There is a lot to come in future so keep an eye out for the upcoming FOOD BANK and a Christmas Party.

Further plans are to run the following groups/sessions

- Community cafe
- Senior Citizens Group
- Sewing Classes
- Crochet Classes
- Youth Group
- Arts and Crafts
- Toddler Group

crafts, Henna and food including savouries, biscuits and more.

The currently running programmes under our administration include,
Ladies Yoga - every Wednesday 9:30 am - 10:30 am
Evening ladies group - every Wednesday 6:30 pm - 9:00 pm

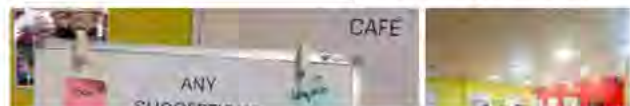
The suggestions from the visitors were noted down and the plans to reform the hall were on display. There is a lot to come in future so keep an eye out for the upcoming FOOD BANK and a Christmas Party.

Further plans are to run the following groups/sessions

- Community cafe
- Senior Citizens Group
- Sewing Classes
- Crochet Classes
- Youth Group
- Arts and Crafts
- Toddler Group
- Level-up programme (SQA Level 3,4 and 5 courses)
- Cooking and Baking Classes
- Art Therapy (16+)
- And much more

You can book the hall for your parties too, please contact on [REDACTED] or

[REDACTED] for booking inquiries.



Evidence 12.06: Scottish Charity Register entry for Friends of Scottish Settlers (SC050254), showing its charity trustees

Screenshot taken by FTCH in September 2026 of the charity's entry on the Scottish Charity Register published by OSCR, including the Charity Trustees section.

Friends of Scottish Settlers

SC050254

Registered charity from 03 July 2020

Download the charity's registration logos

2MB ZIP file, with green, blue and mono style logos

Information about this charity:

✓ Charity Information

✓ Operations

✓ Annual Submissions

✓ Income and Expenditure

✓ Charity Trustees

Income

Expenditure

Charity Trustees:

First Name	Last Name

From **09 March 2026**, OSCR is required by law to publish the names of a charity's trustees as part of its Scottish Charity Register entry. We are also required to publish each charity's annual report and accounts as received from this date, which may include the names of certain individuals. The exceptions to publication are where a charity or one of its charity trustees applies for this information to be excluded, and OSCR is satisfied that publishing it would jeopardise the safety or security of a person or premises.

If the charity trustee information on a Register entry appears blank, this may mean that an exemption applies or that the charity has not yet provide required details to OSCR. Supplying this information will become mandatory as part of future annual submissions.

Evidence 12.06: Scottish Charity Register entry for Friends of Scottish Settlers (SC050254), showing its charity trustees

Screenshot taken by FTCH in September 2026 of the charity's entry on the Scottish Charity Register published by OSCR, including the Charity Trustees section.

Friends of Scottish Settlers

SC050254

Registered charity from 03 July 2020

Download the charity's registration logos

2MB ZIP file, with green, blue and mono style logos

Information about this charity:

✓ Charity Information

✓ Operations

✓ Annual Submissions

✓ Income and Expenditure

✓ Charity Trustees

Income

Expenditure

Charity Trustees:

First Name	Last Name

From **09 March 2026**, OSCR is required by law to publish the names of a charity's trustees as part of its Scottish Charity Register entry. We are also required to publish each charity's annual report and accounts as received from this date, which may include the names of certain individuals. The exceptions to publication are where a charity or one of its charity trustees applies for this information to be excluded, and OSCR is satisfied that publishing it would jeopardise the safety or security of a person or premises.

If the charity trustee information on a Register entry appears blank, this may mean that an exemption applies or that the charity has not yet provided required details to OSCR. Supplying this information will become mandatory as part of future annual submissions.

	745	354			Bank Interest & rebates	745	0
	171,358	82,891	7,033	164,325			
			2,184	113,115			
			2,184	113,115			
			4,849	51,210			
			Total Receipts				
			Payments				
			Cost of			115,299	78,638
			Charitable Activities			115,299	78,638
			6				
			Total Payments				
			Surplus/(deficit) for the year	£56,059	4,253		

STATEMENT OF RECEIPTS AND PAYMENTS

1st August 2023 to 31st July 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Receipts					
Grants	4	450	164,325	164,775	79,230
Donations	5	5,838	0	5,838	3,307

STATEMENT OF BALANCES AS AT 31ST JULY 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £
Balances at 1st August 2023	36,953	-2,374	34,579
Surplus/(deficit) for period	4,849	51,210	56,059
Bank Balance as at 31st July 2024	41,802	48,836	90,638

The Notes 1-7 form an integral part of these accounts.

Approved by the Trustees on 7th October 2024.

Original signed on their behalf by [redacted] - Chair of Trustees on 8th October 2024

NOTES to the ACCOUNTS for the YEAR 1ST AUGUST 2023 to 31ST JULY 2024

1 Basis of Accounting

These accounts have been prepared on the Receipts basis in accordance with the Charities & Trustess Investments (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations (as amended)

2 Nature and Purpose of Funds

Unrestricted Funds are those that may be used at the discretion of the Trustees in furtherance of the objects of the Charity. Restricted Funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

3 Related Party Transactions

No remuneration was paid to the Trustees or to any connected persons during the year.

File: 20231025 FOSS Annual Accounts to 31st July 2024 1 of 21st August 2024 (date printed: 1/13/2025)
Friends of Scottish Settlers (FOSS) ANNUAL ACCOUNTS Year Ending 31st July 2024 Scottish Charity No: SC50254

		Restricted Funds	Total 2024	Total 2023
	Unrestricted Funds	£	£	£
4 Grants	£ 450	0	450	750
Agnes Watt	0	4,000	4,000	4,000
Allen Lane Foundation	0	10,000	10,000	0
Awards For All	0	0	0	1,490
ASDA Foundation	0	10,902	10,902	0
CSREC (New Scots Project)	0	2,423	2,423	25,000
Falkirk Council	0	8,000	8,000	0
Falkirk Council Community Empowerme	0	10,000	10,000	0
Falkirk Commuities Mental Health & We	0	25,000	25,000	0
Falkirk Health & Social Care Partnership	0	0	0	490
HSBC	0	4,000	4,000	0
Hugh Fraser Foundation	0	50,000	50,000	32,500
Path for All	0	25,000	25,000	0
People's Postcode Trust	0	0	0	2,500
PS Funding Scottish Police	0	12,000	12,000	12,000
Robertson Trust	0	0	0	500
SRC Council	0	3,000	3,000	0
Tide Foundation (Ben & Jerry's Foundat	0			
	<u>450</u>	<u>164,325</u>	<u>164,775</u>	<u>79,230</u>

5 Other Charitable Receipts

Fundraising Activities	1,608	0	1,608	0
Donations	4,230	0	4,230	3,307

5,838	0	5,838	3,307
-------	---	-------	-------

6 Cost of Charitable Activities

Bank Charges96 Insurance516

Administration315

Volunteer training & expenses560

Office Equipment0

Payroll & Contract staff 41,696

Services

7

120	0	120
1,256	0	1,256
776	839	1,615
0	410	410
33	0	33
0	43,008	43,008
0	68,858	68,858
2,184	113,115	115,299

0 1,530 1,530

0 67,178 67,178

0 150 150

0 68,858 68,858

35,455

78,638

7 Cost of Services Provided

Refugees754

Asylum Seekers34,610



Friends of Scotland Settlers
C/O [REDACTED]

30 October 2024

Dear [REDACTED],

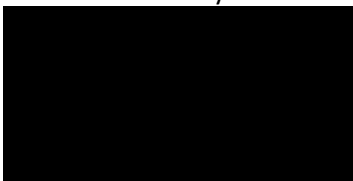
Thank you for sending through a copy of the '20241030 FOSS AGM Accounts to 31st July 2024' and 'FOSS Bookkeeping 2023 – 2024' excel files and providing the hard copy bank statements and documents coving the year 01 August 2023 through to 31 July 2024 for independent review.

I can confirm that upon review of the above-mentioned soft copy files sent to me and hard copies provided, these have been found to be in order for the purposes of recording your financial year ending July 2024 with the observations and changes previously noted, discussed via email communications with yourself on 07 October 2024 and 16 October 2024.

To that end I have included the standard form independent examiners report as per OSCR guidance.

Should you require any further information, discussion, or assistance from me, please do not hesitate to contact by any means listed.

Yours Sincerely



[REDACTED] BA (Hons), DipSP CIWFM MIH

Home: [REDACTED]

Mobile: [REDACTED]

Email: [REDACTED]

Independent Examiner's Report to the Trustees of 'Friends of Scotland Settlers (FOSS)' Trust

Reporting on the accounts of the charity for the year ended 31 July 2024.

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 (as amended). 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 Page 21 OSCR I Independent Examination: A Guide for Charity Trustees 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 statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: [REDACTED]

Relevant Professional qualification/professional body: BA (Hons), DipSP CIWFM MIH

Address: [REDACTED]

Date: 30 October 2024

Home: [REDACTED]

Mobile: [REDACTED]

Email: [REDACTED]